



# **KŌNAE** My Records Guide

## **How do I ask for adoption records from Oranga Tamariki?**



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# About this Easy Read



This Easy Read is about how you can ask for **adoption records** from **Oranga Tamariki – the Ministry for Children**.



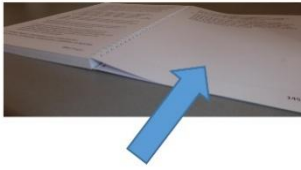
**Adoption** means a family:

- legally take a child
- and
- bring it up as their own.

**Adoption records** means the information that was kept about you:

- before you were adopted
- when you were adopted.





Information about **Oranga Tamariki – the Ministry for Children** is on **pages 5 to 6**.



This Easy Read is of a webpage from the website **Kōnae – My Records Guide**.

**KŌNAE** My Records Guide

**Kōnae – My Records Guide** is a website that supports you to get your **records** from when you were **in care**.



The website is called **Kōnae** for short.



Here **records** means the information an organisation has kept / made about a person.



Here **in care** means when an organisation is put in charge of a person.

The organisation decides things for the person like:

- where they live
- who their carer is
- their upbringing.

The Kōnae **website** is found at:

**[www.konae.org.nz](http://www.konae.org.nz)**

The **Citizens Advice Bureau** is the kaitiaki / guardian of Kōnae.



## The **Citizens Advice Bureau**

provides free advice to people about things like:

- **rights**
- how to get the services you need.

**Rights** are things that you should get to live a good life.

Everyone has a right to things like:

- housing
- being kept safe
- having enough food to eat.

# What is Oranga Tamariki?

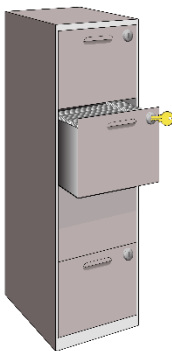


Oranga Tamariki – Ministry for Children is a government agency that keeps:

- children safe
- young people safe.



In this document **Oranga Tamariki – Ministry for Children** will be called **Oranga Tamariki**.



Oranga Tamariki looks after the records:

- they make
- made by **child protection services** in the past.



Here **child protection services** means agencies like Oranga Tamariki that look after children when they:

- might be treated badly
- cannot be looked after well by their family
- have no family.



Oranga Tamariki has records from:

- Child Youth and Family Services / CYFS
- the Department of Social Welfare
- the Child Welfare Division of the Education Department.



# What adoption records does Oranga Tamariki have?



Oranga Tamariki has records for any adoption it was part of.



The adoption records can have an amount of information that is:

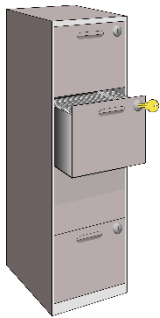
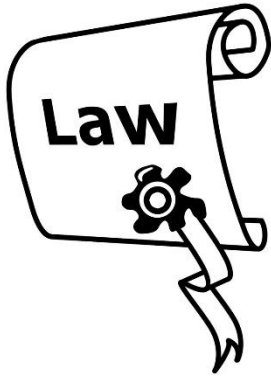
- small

or

- large.



The **Privacy Act** says you have the right to any information about you from an adoption record.

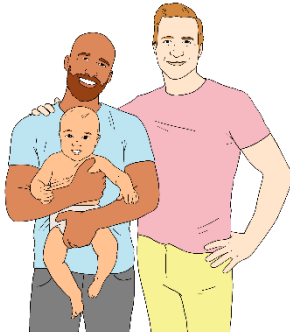


The **Privacy Act** is a law that tells organisations how information must be:

- collected
- stored
- used
- shared.

This includes court documents that Oranga Tamariki has.

You will need to show Oranga Tamariki your **pre-adoptive birth certificate** if you want to get information from adoption records about your **birth parents**.



A **pre-adoptive birth certificate** has information on it like:

- birth name
- birth parents like their:
  - names
  - ages
  - where they were born.
- the name your **adoptive parents** gave you
- the names of your adoptive parents.

**Birth parents** means the parents when the child is born.



**Adoptive parents** are the parents who:

- legally take a child
- and
- bring the child up.



To find out more about getting your pre-adoptive birth certificate go to this **webpage**:

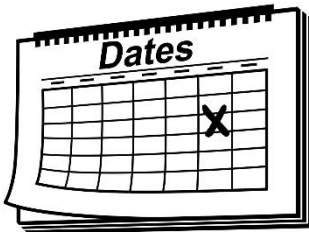
**[www.konae.org.nz/b-c](http://www.konae.org.nz/b-c)**

# How do I ask for adoption records?

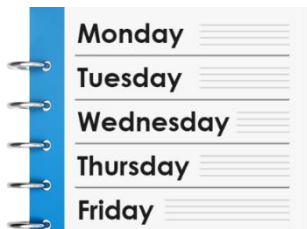


You can ask for adoption records from Oranga Tamariki by:

- phone
- email
- filling in an online form.



Oranga Tamariki must get back to you in 20 **working days**.



**Working days** in a week are:

- Monday
- to
- Friday.



If Oranga Tamariki need more time to look for the adoption records they must tell you why.



## Phone

You can **phone** Oranga Tamariki on:

**0508 326 459**



This number does not cost money to call.



If you find it hard to use the phone the **New Zealand Relay** service is for people who are:

- Deaf / hard of hearing
- deafblind
- speech impaired / find it hard to talk.



**Deaf**



You can find out more about the New Zealand Relay service at:

**[www.nzrelay.co.nz](http://www.nzrelay.co.nz)**

## **Email**

You can **email** Oranga Tamariki at:

**[webadoption@ot.govt.nz](mailto:webadoption@ot.govt.nz)**



## Online form



You can fill in an online form at this  
Oranga Tamariki **webpage**:

**[www.tinyurl.com/bdx4wkxr](http://www.tinyurl.com/bdx4wkxr)**

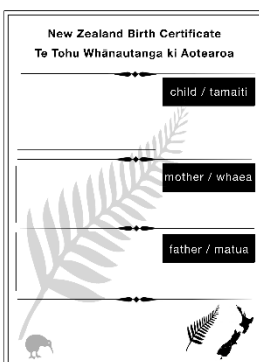
# What happens after I ask for the adoption records?



The Adoption Services team at Oranga Tamariki will look for any records that have to do with your adoption.



Adoption Services will ask you for **proof of identity** before they give you the adoption records.



Here **proof of identity** means an official document that shows who you are like your:

- birth certificate
- passport
- photo ID.





Adoption Services will match you up with a social worker.



The social worker will support you to:

- understand the information you have been given
- take any steps to find your birth parents if you want to.



You can find out more about how to get your adoption information at this Oranga Tamariki **webpage**:



**[www.tinyurl.com/mvdf3hff](http://www.tinyurl.com/mvdf3hff)**

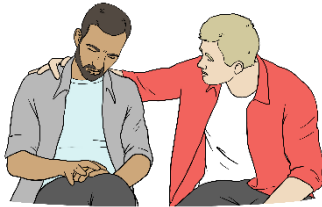


This webpage is **not** in Easy Read.

## Getting support



Asking for your records from Oranga Tamariki can make you feel lots of things.



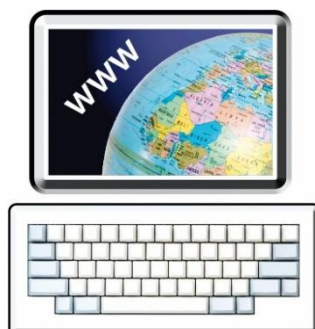
It can be good to have someone to talk to about it.

You can talk to your:



- whānau / family
- friends
- support person.

Kōnae has information on where to get support you if you want to talk about how it feels to get your records.



Find out what support you can get at this **webpage**:

**[www.konae.org.nz/support](http://www.konae.org.nz/support)**



This website is **not** in Easy Read.



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