



The Child Safe Child Protection Policy

St. Michael & All Angels Netball Club

VERSION NO. 4 February 2018

Review after 3 years

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ST. MICHAEL & ALL ANGELS NETBALL CLUB

THE CHILD SAFE/CHILD PROTECTION POLICY

1. INTRODUCTION

This Child Safety Policy was approved by the St. Michael & All Angels Netball Club (the Club) committee on <insert date> and endorsed by the club officials. It is due to be reviewed on <3 years date>.

St. Michael & All Angels Netball Club is committed to contributing to the education of young people through programs based on equity, fairness, skill development, team play and healthy participation in netball at all levels. An important part of this commitment is promoting an environment for all members of the club that is child safe and child friendly environments and free from harassment, intimidation or abuse of any kind. The aim is protecting members from harm, danger or abuse by:

- Requiring criminal record checks for all club officials.
- Providing Child Safe Environment training for club officials and players.
- Promoting codes of behavior for club officials, players and supporters.
- Complying with relevant legislation and child safety guidelines.
- Providing support for players and families, where appropriate.
- Conducting safety audits of equipment and playing areas.

2. PURPOSE OF OUR POLICY

The aim of this policy is to promote responsible behavior and ethical and informed decision- making by club officials, players and supporters. This policy outlines our commitment to the rights of all people to be treated fairly, with respect and to be safe from harassment or abuse. It provides a reference for everyone involved in our club about their legal and ethical rights, responsibilities and standards of required behavior. It also provides the framework for the safety, care and protection of children participating in club's activities.

It complies with our obligations under the Children's Protection Act 1993, including:

- Section 8B – 8D – Child Safe Environments and criminal history assessments for people working with children; and
- Section 11 – Mandatory reporting.

It also complies with the Child Safe Environments: Principles of Good Practice and Standards for dealing with information obtained about the criminal history of employees and volunteers who work with children issued by the Chief Executive of the Department for Families and Communities.

3. COMMITMENT TO SAFETY OF YOUNG PEOPLE

All young people who access the services of St. Michael & All Angels Netball Club have a right to feel and be safe.

St. Michael & All Angels Netball Club is committed to the safety and wellbeing of all children and young people accessing our services and the welfare of the children in our care will always be our priority. We aim to create a child safe and child friendly environment where young people feel safe and enjoy learning.

Where personal contact is required as part of the training provided, and necessary for the young person's skill development it will be explained to the young person prior to the training being undertaken and permission sought, avoiding breasts, buttocks and groin.

4. YOUNG PEOPLE'S RIGHTS TO SAFETY AND PARTICIPATION

At St. Michael & All Angels Netball Club, officials, and volunteers encourage young people to express their views, and make suggestions, especially on matters that directly affect young people. We actively encourage all young people who access our services to 'have a say' about those things that are important to them. We value diversity and do not tolerate any discriminatory practices.

We advise young people about what they can do if they feel unsafe. We listen to and act on any concerns young people, or their parents, raise with us.

5. WHO OUR POLICY APPLIES TO

This policy applies to all club officials, volunteers, players, parents and spectators.

6. EXTENT OF OUR POLICY

The policy covers all club decisions and any breaches of codes of behaviour by club officials, volunteers, players or supporters that occurs at club events. It includes any behaviour that brings or is likely to bring the Club or sport into disrepute and any behaviour involving allegations of harm towards a child.

7. DEFINITIONS

Child (Young person)

A child means a person under 18 years of age (The Children's Protection Act 1993).

Safety Issue

Any issue involving club equipment or playing areas that has potential to affect the safety of children playing netball or involved in a club activity.

Child Abuse

Any physical, sexual, emotional harm or neglect to a child that is outside what may reasonably be expected as part of participation in netball or involvement in a club activity ancillary to that participation having regard to the child's age and circumstances.

Discrimination

Any treatment of a person(s) less favourably than others due to their personal or group characteristic or intending to impose an unreasonable requirement, condition or practice that is the same for everyone, but which has an unequal or disproportionate effect on individuals or groups with particular characteristic.

Harassment

Is any type of unwelcome behavior towards another person that a reasonable person would recognize as being likely to cause the person to feel offended, humiliated or intimidated.

Club Official

Any person who as a volunteer or otherwise is employed by the club as a coach, umpire, team manager, primary carer, committee member or sub-committee member. *(Does not include persons used on a casual basis to assist on match days or at club functions. A club official shall be nominated to supervise these persons)*

Criminal Record Check

A criminal record check conducted by police as the result of a formal application which results in a police clearance certificate that is made available for inspection by the club.

Club President, Club Secretary and Club Child Safety Officer

Persons appointed in accordance with the club constitution or person nominated to act in the position during the absence of the incumbent.

8. CLUB RESPONSIBILITIES

- Make amendments to our constitution, rules or other guidelines to reinforce this policy.
- Implement and comply with the policy.
- Promote the policy to everyone involved in the Club.
- Promote and model appropriate standards of behaviour at all times.
- Respond to breaches or complaints made under the policy promptly, fairly, and confidentially.
- Review the policy every 3 years.
- Seek advice from or refer serious issues to relevant authorities.

Serious issue includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) or any other issue that regulating authorities in netball require referral to them.

9. INDIVIDUAL RESPONSIBILITIES

Everyone associated with the Club shall:

- Comply with the standards of behaviour outlined in the policy;
- Treat others with respect;
- Place the safety and welfare of children above other considerations;
- Accept responsibility for their behaviour;
- Follow policy guidelines about make a complaint or reporting a concern about possible child abuse, discrimination, harassment or other inappropriate behaviour.
- Comply with the policy requirements and policies of SAUCNA relevant to the Club's involvement in netball.

10. PROTECTION OF CHILDREN

10.1 Child Protection

The Club will also provide opportunities for club officials and volunteers to undertake child safe environment training.

The Club is committed to the safety and wellbeing of all children and will act to maintain a child safe environment through information sharing, regulation, training and support to all players, club officials, volunteers and supporters involved in club activities.

A person does not necessarily exhaust his or her duty of care to a child by making a report to the Child Abuse Report Line – they may still have a role in supporting the child or young person. For example, employees and volunteers may also report any form of abuse to the Child Safety Officer for further support or to ensure that St. Michael & All Angels Netball Club takes all reasonable steps to keep the child and others safe.

The St. Michael & All Angels Netball Club will support any club official and volunteer that makes a report to the Child Abuse Report Line. St. Michael & All Angels Netball Club will ensure that everyone to whom this policy applies is aware of and has had an opportunity to read the policy. Parents and/or caregivers are encouraged to discuss relevant sections of this policy with their children.

We also ask committee members and officials to sign a written statement indicating that they have read and will abide by our child-safe policy. We retain a copy of all signed statements.

10.1.1: Identifying Risks

The Club shall appoint a Child Safety Officer who is responsible for supporting child safety in accordance with a position description written for the role approved by the club management committee. In particular, the Child Safety Officer shall:

- Maintain a record of criminal record checks for club officials.
- Arrange Child Safe Environment training for club officials and players.
- Conduct safety checks of equipment and playing environments.
- Provide support to club officials, players and families, as required.
- Process complaints of child safety issues in accordance with this policy.

10.1.2: Developing Codes of Conduct for Adults and Children

The Club will ensure that it has codes of conduct that specify standards of conduct and care when dealing or interacting with children. The Club will also implement a code of conduct to address appropriate behavior between children.

10.1.3: Choosing Suitable Club Officials and Volunteers

St. Michael & All Angels Netball Club applies the best practice standards in the recruitment and screening of club officials and volunteers. Our statement of commitment to child safety and our requirements are included in all advertisements.

We conduct criminal history assessments for people working with children, as set out in section 8B of the Children's Protection Act 1993. We ensure that criminal history information is dealt with in accordance with the standards developed by the Chief Executive of the Department for Families and Communities.

All club officials shall be required to have a current police clearance certificate to undertake their role. Police clearance certificates are valid for 3 years from their date of issue and shall be updated prior to their expiry date in liaison with the Club Child Safety Officer. Club officials appointed to their role for the first time without a police clearance certificate are required to make an application for a certificate as soon as possible following their appointment and complete a Member Protection Declaration for file pending the process of their police clearance application (Attachment A). Confirmation of their appointment is dependent on receipt of a suitable police clearance.

10.1.4: Support, Training, Supervision and Enhanced Performance

St. Michael & All Angels Netball Club seeks to attract and retain the best club officials and volunteers. We provide support and supervision so people feel valued, respected and fairly treated. We have a code of conduct to provide guidance to our employees and volunteers, all of whom acknowledge the requirements of the code.

The Club will ensure that volunteers and club officials who work with children or their personal records have ongoing supervision, support and training such that their performance is developed and enhanced to promote the establishment and maintenance of a child-safe environment. The Club Child Safety Officer shall maintain a record of any training and shall keep club officials and players informed about changes to legislation or other information relevant to child safety, as required.

10.1.5: Empowering Participation of Children in Decision-Making and Service Development

The Club will promote the involvement of children developing and maintaining child-safe environments.

10.1.6: Reporting and Responding Appropriately to Suspected Abuse and Neglect

The Club will ensure that volunteers and club officials are able to identify and respond to children at risk of harm. The Club will make all volunteers and employees aware of their responsibilities under the *Children's Protection Act 1993 to make a report to the Child Abuse Report Line (13 14 78)* if they have suspicion on reasonable grounds that a child has been or is being abused or neglected. Club officials, players and supporters are encouraged to report circumstance where they believe the safety of a child is threatened in accordance with the following guidelines:

- a. Report the circumstances direct to the child abuse report line (ph. 131478). These reports are confidential and do not involve reporting to the Club unless considered necessary and appropriate, or;
- b. Report the circumstances to the Club Child Safety Officer who shall advise the Club President. This report shall be kept confidential subject to a decision about action required in consultation with the person making the report having regard to the:
 - Seriousness of the circumstances.
 - Welfare of children involved.
 - Need for confidentiality bearing in mind civil and legal rights.
 - Impact on child safety generally and need for information within the Club.

The President shall ensure police are advised whenever there is a child safety report to the Club involving allegations of child abuse.

10.2 Supervision

Members under the age of 18 years must be supervised at all times by a responsible adult.

The Club will provide a level of supervision adequate and relative to the members' age, maturity, capabilities, level of experience, nature of activity and nature of venue. For instance, two adults which can include coach/manager/parent must supervise all training/matches, ensuring no adult is left alone with a child or group of children.

If a member finds a member under the age of 18 years is unsupervised they should assume responsibility for the member's safety until the relevant parent/guardian or supervisor can be found.

Parents are encouraged to turn up on time to collect their child for reasons of courtesy and safety. If it appears a member will be left alone at the end of a training session with just one child, they will ask another member to stay until the child is collected.

All parents and caregivers are made aware that young children (not participating in the sporting programme) must be supervised at all times and are the responsibility of the parent or caregiver.

10.3 Taking Images of Children

The Club acknowledges that under the *Summary Offences Act 1953* in South Australia a person must not engage in indecent filming and images of children or adults should not be used inappropriately or illegally. The club requires that members, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. Our club also requires the privacy of others to be respected and disallows the use of camera phones, videos and cameras inside changing areas, showers and toilets.

If the Club uses an image of a child it will avoid naming or identifying the child or it will, wherever possible, avoid using both the first name and surname. Personal information such as residential address, email address or telephone numbers or other information, which may be used to identify a child will not be used without gaining consent from the relevant parent/guardian. The Club will only use appropriate images of a child, relevant to our sport and ensure that the child is suitably clothed in a manner that promotes the sport. The Club will comply with the policy guidelines of all governing authorities or other netball associations relevant to its involvement in netball.

11. SUMMARY

The club has a duty of care to provide a safe work, playing and training environment for all its club officials players and supporters bearing in mind limitations imposed by the hiring of premises or playing and training on courts not managed by the Club. This duty of care applies particularly to children who are more vulnerable to threat due to their maturity. In particular, are threats involving physical or emotional abuse outside of what may be considered reasonable as part of their participation in netball or other club activities.

The appointment of a Club Child Safety Officer is intended to reinforce the club's duty of care by consolidating safety issues within one position. The Club Child Safety Officer is responsible for coordinating a system for auditing and reporting safety issues as part of their role. Any persons associated with the club either as club official, player, family member or supporter are encouraged to report circumstances where they believe the safety of children is threatened.

Reports can be made direct to the police or the child abuse report line without further advice within the club where considered warranted or a report can be made to the Club Child Safety Officer who has responsibility to inform the President. The President has discretion about immediate or longer term action as the result of a report but the action should be decided in consultation with the Child Safety Officer and person originally reporting the circumstance. The police shall be advised in all cases where a there is a report involving allegations sexuality or child abuse.

12. RELATED POLICIES AND PROCEDURES

The following policies and procedures also support St. Michael & All Angels Netball Club Child Safe/Child Protection Policy:

- Child Protection Act SA 1993
- SAUCNA Member Protection Policy
- SMAA Code of Conduct statement signed by Club Officials and volunteers indicating that they have read and will abide by St. Michael & All Angels Club's Child Safe Policy.
- Selection of club officials & volunteer recruitment process including those relating to conducting criminal history assessments.

St. Michael & All Angels Netball Club Constitution Management Committee Minutes

Dated 22./2./2018, Item No

13. AUTHORITY


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President

Judy Finck
St. Michael & All Angels Netball Club Inc.

DATED 22./2./2018

Attachment A: MEMBER PROTECTION DECLARATION

The St. Michael & All Angels Netball Club has a duty of care to all those associated with the Club. As a requirement of our Member Protection Policy, we must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I (name)

of.....address)

born/...../..... Sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence.
4. To my knowledge there is no other matter that the club may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the President of the club immediately upon becoming aware that any of the matters set out in clauses 1 to 4 above has changed.

Declared in the *State/Territory of*

..... on

...../...../.....(date)

Signature.....

Parent/Guardian Consent (in respect of a person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:.....

Signature:.....

Date:

Attachment B: NATIONAL POLICE CHECK APPLICATION (EXAMPLE ONLY)



South Australia Police National Police Check Application



Please use blue or black pen and print clearly in BLOCK letters. *DENOTES MANDATORY FIELD
Enquiries: Information Services Branch (T) 08 7322 3347 - GPO Box 1539 Adelaide SA 5001

Government of South Australia

APPLICANT DETAILS

Family Name*

First Given Name* Other Given Name(s)

Specify Other Name Type Maiden Previous Alias **Note: if you have more than one previous name, list on a separate sheet and attach to application.**

Other Family Name

First Given Name Other Given Name(s)

Current Residential Address*

Suburb/Town State Postcode

Postal Address (NPC will be posted to this address)

Suburb/Town State Postcode

Previous Address

Suburb/Town State Postcode

Birth Place - Town/City*

State* Country*

Home Telephone Work Telephone Mobile Telephone

Driver's Licence No. State Date of Birth* (DD/MM/YYYY) Gender* Male Female

PURPOSE OF CHECK / OCCUPATION: Type of work must be clearly stated e.g. Aged Carer, Youth Leader, Contractor in Schools. Generic descriptions i.e. 'Employment', 'Work', 'Uni Placement' are **NOT** accepted.

CATEGORY* Employment/Probity/Licensing Visa Working with Children/Vulnerable Groups Access to National Security Information
CHECK TYPE* Individual (I) Individual Concession (IC) Volunteer (VF)
VOAN Volunteer (VC) Core Check (CR) Government (EG)

FINGERPRINTS (Only Livescan prints accepted)
Livescan Fingerprints required (additional fee) Livescan Reference Number: _____

- NPC and Fingerprints must be paid for together.
- Livescan Reference number must be recorded on this form.
- Refer NPC FAQ's for Livescan locations and additional Fingerprint information.

