



## **Caroline Springs Blue Devils (“CSBD”) Basketball Club (“The Club”)**

### *Statement of Commitment to Child Protection*

The Club is committed to child safety.

The Club wants children to be safe, happy and empowered. The Club support and respect all children, as well as its staff and volunteers.

The Club is committed to the safety, participation and empowerment of all children.

The Club has a zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with the Club’s robust policies and procedures.

The Club has a legal and moral obligation to contact authorities when it is worried about a child’s safety, which the Club will follow rigorously.

The Club is committed to preventing child abuse and identifying risks early, and removing and reducing these risks.

The Club has robust human resources and recruitment practices for all staff and volunteers.

The Club is committed to regularly training and educating our staff and volunteers on child abuse risks.

The Club is committed to the cultural safety of all children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

The Club has specific policies, procedures and training in place that support our leadership team, staff and volunteers to achieve these commitments.

## **Our Children**

This policy is intended to protect children who are vital and active participants in the Club. The Club considers them when making decisions, especially about matters that directly affect them. The Club will listen to their views and respect what they have to say.

The Club promotes diversity and tolerance, and people from all walks of life and cultural backgrounds are welcome. In particular, the Club:

- promotes the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds
- ensures that children with a disability are safe and, where possible, can participate equally.



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## Child Protection Policy

### Introduction

Everyone who participates in the Club's activities is entitled to do so in an enjoyable and safe environment. CSDB Basketball Club has a moral and legal obligation to ensure that, when given responsibility for young people, coaches, officials, volunteers, staff members and parents provide them with the highest possible standard of care.

The Club is committed to devising and implementing policies so that everyone within the Club accepts their responsibilities to safeguard children from harm and abuse. This means to follow procedures to protect children and report any concerns about their welfare to appropriate authorities.

The aim of the policy is to promote good practice, provide children and young people with appropriate safety/protection whilst in the care of the Club and to allow staff and volunteers to make informed and confident responses to specific child protection issues.

**Child:**

The words 'child' and 'children' in this guide refer to children and young people up to the age of 18 years.

This definition is consistent with the national framework, Creating Safe Environments for Children – Organisations, Employees and Volunteers, the Commission for Children and Young People Act, the Child Wellbeing and Safety Act 2005 and the Children, Youth and Families Act 2005.

The term 'child' in this guide is inclusive of anyone under 18 years of age. Not utilising the term 'young people' is not intended to diminish any emphasis on, or acknowledgement of, the safety risks to older children or teenagers.

### Policy Statement

CSDB Basketball Club is committed to the following:

- the welfare of the child is paramount
- all children, whatever their age, culture, ability, gender, language, racial origin, religious belief and/or sexual identity should be able to participate in basketball in a fun and safe environment
- taking all reasonable steps to protect children from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- all suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately
- all Club employees and volunteers who work with children will be recruited with regard to their suitability for that responsibility, and will be provided with guidance and/or training in good practice and child protection procedures
- working in partnership with parents and children is essential for the protection of children

### Promoting Good Practice

To provide children with the best possible experience and opportunities in basketball, everyone must operate within an accepted ethical framework such as the Clubs Codes of Conduct (Player, Parent, Coach, Spectator etc).

It is not always easy to distinguish poor practice from abuse. It is therefore NOT the responsibility of employees or participants in basketball to make judgements about whether or not abuse is taking place. It is,



however, their responsibility to identify poor practice and possible abuse and act if they have concerns about the welfare of a child.

Please read the Child Protection Policy Procedure document to help identify good and/or poor practice.

### **Children's Rights to Safety and Participation**

The Club is committed to the safety and wellbeing of all children accessing our service. The Club supports the rights of the child and will act without hesitation to ensure a child safe environment is maintained at all times.

The Club also promotes the involvement and participation of children and young people in developing and maintaining child-safe environments.

The Club will consider them when making decisions, especially about matters that directly affect them. The Club will listen to their views and respect what they have to say.

The Club promotes diversity and tolerance, and people from all walks of life and cultural backgrounds are welcome. In particular, the Club:

- promotes the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds
- ensures that children with a disability are safe and, where possible, can participate equally.

### **Identify and Analyse Risk of Harm**

The Club will develop and implement a risk management strategy, which includes a review of existing child protection practices, to determine how child-safe and child-friendly the Club is and to determine what additional strategies are required to minimise and prevent risk of harm to children because of the action of an employee, volunteer, official, parent, player or another person.

### **Ensure that Adults and Children Adhere to the Codes of Conduct**

The Club will ensure that all stakeholders are aware of and adhere to the Club's Codes of Conduct that specify standards of conduct and care when dealing and interacting with children, particularly those in the Club's care. The Club also has a Code of Conduct to address appropriate behaviour between children.

All staff and volunteers, as well as children and their families, will be given an opportunity to contribute to the development of the Codes of Conduct.

### **Training and Supervision**

Ongoing Child Safety training and education is important, ensuring all Club stakeholders clearly understand that child safety is everyone's responsibility.

The Club's culture aims for all staff and volunteers (in addition to parents/carers and children) to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns. The Club trains its staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

The Club also supports our staff and volunteers through ongoing supervision to develop their skills to protect children from abuse; and promote the cultural safety of children from linguistically and/or diverse backgrounds, and the safety of children with a disability.

New employees and volunteers will be supervised regularly to ensure they understand the Club's commitment to child safety, that everyone has a role to play in protecting children from abuse, as well as checking that their behaviour towards children is safe and appropriate (please refer to the Club's role-specific Codes of Conduct, to understand appropriate behaviour further). Any inappropriate behaviour will be reported through



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appropriate channels, including the Department of Health and Human Services and Victoria Police, depending on the severity and urgency of the matter.

## Club Welfare Officer

It is not the responsibility of anyone working for the Club, in a paid or unpaid capacity, to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns through contact with the appropriate authorities so that they can then make inquiries and take necessary action to protect the young person. This applies **BOTH** to allegations/suspicions of abuse occurring within the Club's activities and to allegations/suspicions that abuse is taking place elsewhere.

The Club will ensure that a "Club Welfare Officer" is appointed to look over matters concerning child safety and abuse. The Club expects our members, volunteers and staff to discuss any concerns that they may have about the welfare of a child **IMMEDIATELY** with the nominated Club Welfare Officer. The Club Welfare Officer will ensure that the concerns/incident reported to them remain confidential and that the identity of the person reporting the concern/incident is not revealed.

The Club Welfare Officer will be required to report all incidents to the Club Committee, who will then ascertain whether or not the person/s involved in the incident play a role in the club and then act accordingly.

## Screening and Recruitment

The Club will ensure that all reasonable steps are taken in order to engage the most suitable and appropriate people to work with children. This is achieved using a range of screening measures. Such measures help the Club minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

The Club will develop a 'Selection Criteria' and advertisements which clearly outline the Club's commitment to child safety and an awareness of the Club's social and legislative responsibilities. The Club understands that when recruiting staff and volunteers it has ethical, as well as legislative, obligations.

The Club encourages applications from people from culturally and/or linguistically diverse backgrounds.

All staff and volunteers engaged in child-related work **MUST** hold a valid, non-expired Working with Children Check and to provide evidence of this Check. Please see the [Working with Children Check](http://www.workingwithchildren.vic.gov.au) website <[www.workingwithchildren.vic.gov.au](http://www.workingwithchildren.vic.gov.au)> for further information.

## Interview, Induction and Training for Personnel

### Interview and Induction

All employees and volunteers will be required to undertake an interview carried out to acceptable protocol and recommendations. All employees and volunteers will receive formal or informal induction during which:

- A check will be made that the application form has been completed in full, including sections on criminal records and self disclosures
- Their qualifications will be substantiated
- The job requirements and responsibilities will be clarified
- They will sign up to the Club's Codes of Conduct and the Member Protection Declaration
- Child Protection Procedures will be explained and training needs will be identified e.g. basic child protection awareness

### Training

In addition to pre-selection checks, the safeguarding process includes training after recruitment to help staff and volunteers to:

- Analyse their own practice against what is deemed good practice, and to ensure their practice is likely to protect them from false allegations



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- Recognise their responsibilities and report any concerns about suspected poor practice and/or abuse
- Respond to concerns expressed by a child
- Work safely and effectively with children

## Fair and Just Procedures for Personnel

The safety and wellbeing of children is the Club's primary concern. The Club is also fair and just to personnel. The decisions the Club makes when recruiting, assessing incidents, and undertaking disciplinary action will always be thorough, transparent, and based on evidence.

The Club will record all allegations of abuse and safety concerns, including investigation updates. All records are securely stored.

If an allegation of abuse or a safety concern is raised, the Club will provide updates to children and families on progress and any actions the Club takes.

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## Privacy

All personal information considered or recorded will respect the privacy of the individuals involved, whether they be staff, volunteers, officials, parents or children, unless there is a risk to someone's safety. The Club has safeguards and practices in place to ensure any personal information is protected. Everyone is entitled to know how this information is recorded, what will be done with it, and who will have access to it.

## Legislative Responsibilities

The Club takes its legal responsibilities seriously, including:

- **Failure to disclose:** Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.<sup>1</sup>
- **Failure to protect:** People of authority at our Club will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.<sup>2</sup>
- Any personnel who are **mandatory reporters** must comply with their duties.<sup>3</sup>

## Risk Management

In Victoria, organisations are required to protect children when a risk is identified (see information about failure to protect above). In addition to general occupational health and safety risks, the Club proactively

<sup>1</sup> A person will not commit this offence if they have a reasonable excuse for not disclosing the information, including a fear for their safety or where the information has already been disclosed.

Further information about the failure to disclose offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence>.

<sup>2</sup> Further information about the failure to protect offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence>.

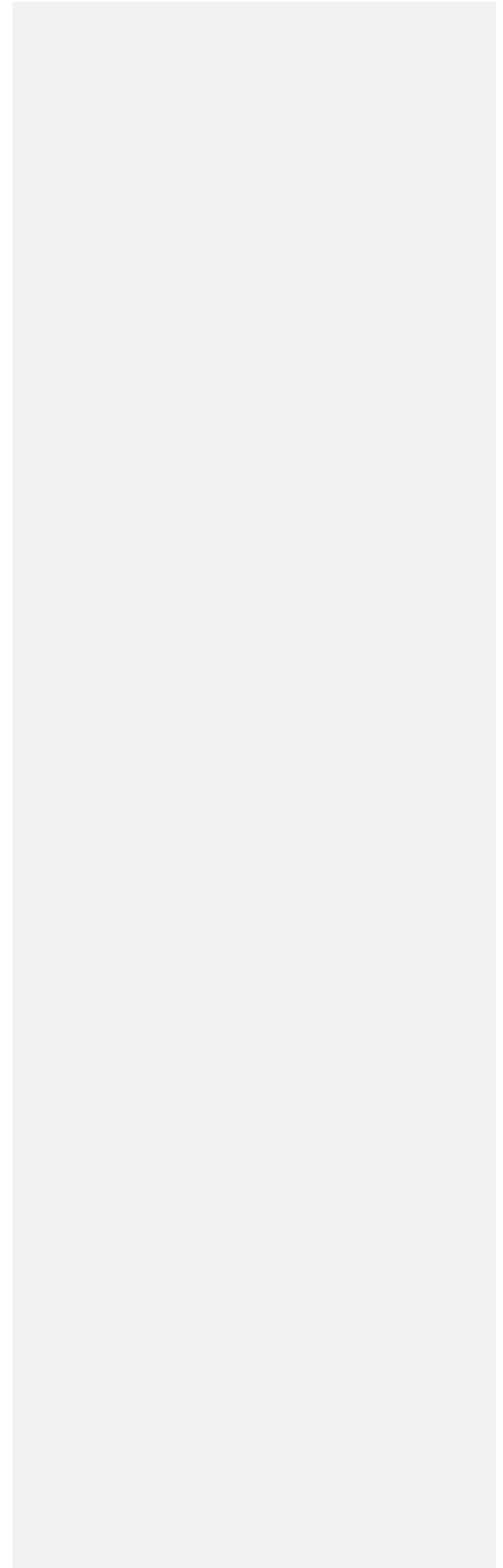
<sup>3</sup> Mandatory reporters (doctors, nurses, midwives, teachers (including early childhood teachers), principals and police) must report to child protection if they believe on reasonable grounds that a child is in need of protection from physical injury or sexual abuse.

See the Department of Health and Human Services website for information about [how to make a report to child protection](http://www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first) <www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first>.



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manage risks of abuse to our children.





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## Regular Review

This policy will be reviewed every two years and following significant incidents, if they occur. The Club will ensure that families and children have the opportunity to contribute. Where possible, the club will do its best to work with culturally and/or linguistically diverse communities and people with a disability.

## Allegations, Concerns and Complaints

The Club takes all allegations seriously and has practices in place to investigate thoroughly and quickly. The Clubs' staff and volunteers will be trained to deal appropriately with allegations.

The Club will work to ensure all children, families, staff and volunteers know what to do and who to tell if they observe abuse or are a victim, and if they notice inappropriate behaviour.

The whole Club (and all of its stakeholders) has a responsibility to report an allegation of abuse if there is reasonable belief that an incident took place (see information about failure to disclose above).

If an adult has a **reasonable belief** that an incident has occurred then they must report the incident. Factors contributing to reasonable belief may be:

- a child states they or someone they know has been abused (noting that sometimes the child may in fact be referring to themselves)
- behaviour consistent with that of an abuse victim is observed<sup>4</sup>
- someone else has raised a suspicion of abuse but is unwilling to report it
- observing suspicious behaviour.

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