

Adelaide Basketball Club Child Safe Environment Policy

Purpose

The Adelaide Basketball Club Pty. Ltd (the Club) has developed this policy to protect the safety of children and young children and to comply with relevant State legislation.

The policy clearly outlines the roles and responsibility of employees, contractors and volunteers engaged by the club toward the safety of children and young people.

Commitment

The Adelaide Basketball Club Pty. Ltd. (the Club), known as the 36ers, is committed to the provision of a child safe environment to every child and young person encountering Club employees, contractors and volunteers. The protection of children is paramount in the Club ethos and conduct.

The policy complies with the child safe environments provisions of *the Children and Young People (Safety) Act 2017*, *Child Safety (Prohibited Persons) Act 2016* and the National Principles for Child Safe Organisations.

The Club is committed to the prevention of harm, or risk of harm, to children or young people through the implementation of policies and procedures that contribute to the improvement of child protection in the sport and recreation environment. We follow the Child Safe Environments standards set out by the Department of Human Services.

The club values, respects and encourages children and young people to participate in relevant activities. The safety and protection of children and young people is always the priority and of paramount importance.

The Club embraces all children and young people regardless of their abilities, sex, gender, or social economic or cultural background. At all times the Club is committed to inclusiveness, diversity and equity.

Scope

This policy applies to all employees, contractors and volunteers who have contact with children and young people.

The club has contact with children and young people in the following, but not limited to, circumstances:

- Game day
- Training
- Coaching clinics and camps
- Community Events
- School and promotional visits

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The Club will require all employees, contractors and volunteers in the organisation to agree in writing to acknowledge the policy and code of conduct and act in accordance with their contents.

Communication

The policy, and code of conduct, will be communicated to all employees, contractors and volunteers by email.

A copy of the policy and code of conduct will be prominently displayed on the Clubs website for the easy access and information of families, children and young people, club members and the public.

New employees, contractors and volunteers will be provided with a copy of this policy and code of conduct as part of induction to the Club. They will be asked to acknowledge in writing they have read and understand the contents of the policy and code of conduct.

A copy of this policy and code of conduct will be provided to any person or organisation on request.

Information sessions on the content of this policy, code of conduct, risk management strategies and Child Safe Environments will be held regularly for employees, contractors and volunteers.

Participation of families, children and young people

The club is committed to providing a friendly and welcoming environment for all children, young people and families who participate in club activities.

Employees, contractors and volunteers are to ensure they have a good understanding of the needs of children and young people.

Upon initial engagement with the club, children, young people and their families will be informed of how they can access this policy and the code of conduct.

The club encourages children, young people and their families to provide feedback and supports them in making complaints. In particular they will given opportunities to provide feedback when, and after, participating in club activities. This can be provided informally or formally for instance by questionnaires or surveys.

Code of conduct

The Club has developed a code of conduct for working with children and young people. The code applies to all employees, contractors and volunteers.

A copy of the code of conduct is available on the club's website. It will be provided to employees, contractors and volunteers as part of the induction process.

Concerns regarding alleged breaches of the code of conduct are to be made to the Child Safety Officer or Chief Executive Officer. Alleged breaches will be investigated by the Board of Management.

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The Board of Management will determine the consequence (s) for any proven breaches of the code of conduct.

Recruitment

The Club will have a clear commitment to child safety and wellbeing included in position statements and advertisements.

All employees, contractors and volunteers which involve possible contact with children or young people are required to hold a current Working with Children Check issued by the Screening Unit of the Department of Human Services. The club will check with the Screening Unit to confirm the clearance status of the applicant before engagement.

The recruitment process will ensure through written applications, interviews and referee checks the applicant's history working with children and young people.

The club will not engage any employees or volunteers who are prohibited persons from working with children.

During induction all employees and volunteers will be advised of their responsibilities to children and young people including record keeping, information sharing and reporting obligations.

Supervision, training and support for employees and volunteers

The Club provides access to ongoing training and development to all new and existing employees and volunteers to ensure that their duty of care, key responsibilities, and ability to identify risk of harm to children and young people.

Child safety and wellbeing will be standing agenda items for supervision, team and management meetings.

All employees, contractors and volunteers should read and make themselves familiar with protective behavior strategies contained in the "Protective Practices for staff in their interactions with children and young people" published by the Department for Education.

https://www.education.sa.gov.au/sites/default/files/protective_practices_for_staff_in_their_interactions_with_children_and_young_people.pdf?acsf_files_redirect

The Club provides links to web-based child safety and wellbeing resources on its website, through regular communications and by the Child Safety Officer.

Child Safety Officer

The Club has a nominated Child Safety Officer.

The Child Safety Officer has the responsibility of ensuring that all employees, contractors and volunteers:

- understand their roles and responsibilities in relation to child safe environments;

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- appreciate the importance of recognising cultural differences in the promotion of safety, particularly that of Aboriginal and Torres Strait Islander Children, culturally and/or linguistically diverse children, and children with a disability;
- recognise their commitment to immediately report situations where there is a belief on reasonable grounds that a child or young person has been, or is at risk, of harm;
- know the indicators that depict when a child may be at risk of harm.

The Child Safety Officer is also responsible for:

- providing access to training and development for recognising and reporting harm;
- providing access to policies and procedures and standards for the safety of children, and the integrity of all employees, contractors and volunteers;
- providing all employees, contractors, volunteers and families participating in child-related events with access to information regarding behaviors that do and do not constitute a breach of the organisation's child protection risk management strategy, and the potential consequences of a breach;
- where appropriate, providing access to services relating to the promotion of cultural safety of Aboriginal and Torres Strait Islander children, the cultural safety of culturally and/or linguistically diverse children and the safety of children with a disability;
- identify all employees, contractors and volunteers who are mandated notifiers;
- managing breaches of the child safe environments risk management strategy;
- ensuring all relevant staff and volunteers hold a current Working with Children Check (WWCC), except when the person satisfies the criteria for exemption from a WWCC.

Further information about WWCC eligibility is available at <https://screening.sa.gov.au/types-of-check/working-with-children-check>

Reporting and responding to harm or risk of harm

Child protection is everyone's responsibility, and all employees, contractors and volunteers of the Club are supported and encouraged to report a suspicion that a child or young person is, or may be, at risk of harm.

All employees, contractors and volunteers directly providing services to children or young people are required by law to mandatory report a suspicion that a child or young person is, or may be, at risk of harm.

Anyone holding a management position within the club whose duties include direct responsibility for, or direct supervision of provision of services to children or young people are also required by law to mandatory report a suspicion that a child or young person is, or may be, at risk of harm.

All reports are to be made to the Child Abuse Report Line (CARL) on 13 14 78 as soon as possible.

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Further information regarding mandatory reporting is found at

<https://www.childprotection.sa.gov.au/reporting-child-abuse/mandated-notifiers-and-their-role>

Where there is immediate risk to a child or young person employees, contractors and volunteers are to contact the South Australian Police (SAPOL) on 000. They should also seek assistance from their supervisor, Child Safety Officer or Chief Executive Officer.

It is the responsibility of the individual identifying the harm or risk of harm to make the report to CARL or SAPOL. They are not to rely on a third party making the report.

Further information on the reporting process can be found at <https://www.sa.gov.au/topics/education-and-learning/health-and-wellbeing/child-abuse/report-child-abuse>

After making a report employees, contractors and volunteers are required to notify the Child Safety Officer or Chief Executive Officer. The Club will organise appropriate support to the child or young person, their families and to the relevant employee or volunteer.

Reporting or responding to complaints or feedback

The Club will deal with all complaints and feedback regarding its engagement with children and young people.

In the first instance complaints and feedback should be directed to the Child Safety Officer. The Child Safety Officer will assess the nature and seriousness of the complaint and take appropriate action to investigate and resolve. This may require involvement of other club officials or, if necessary, referral to external organisations for advice and investigation.

The Club will acknowledge and listen to all complaints and feedback which will all be recorded in writing. The Club will clearly document and securely store decisions and actions taken in response to complaints and feedback.

The identity of parties and all information collected will always remain confidential.

Whilst investigating a complaint the principles of procedural fairness will be always adhered to.

The Club will respond to the complainant with an outcome in an appropriate timeframe. Where any investigation is likely to take some time to resolve, all parties should be regularly updated as to the progress.

Risk Management

The Club's risk management strategy consists of:

- a policy document supporting the protection of children and young people from risk of harm;
- a code of conduct for interacting with children in an appropriate manner;
- supervision, training and support for employees, contractors and volunteers;

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- recruiting and training procedures for all new employees, contractors and volunteers, including interviews, screening processes, reference checks, and Working with Children Checks;
- reporting guidelines and processes for managing disclosures or suspicions of harm;
- techniques for handling breaches of the risk management strategy;
- implementation of risk management strategies for high-risk activities and special events; and
- methods for communication and support.

All parents, caregivers and children involved with Club events will be made aware and well-informed of the policies and procedures that encompass the Clubs Child Safe Environments Policy.

Particularly, there should be an understanding of safe behavior and relations with Aboriginal and Torres Strait Islander children, culturally and/or linguistically diverse children and children with a disability.

The Risk Management Strategy will be regularly reviewed for the purpose of ensuring that children and young people are always in a safe and friendly environment.

Related policies and links

Child Safe Environments, Department of Human Services

<https://dhs.sa.gov.au/services/community-and-family-services/child-safe-environments>

Children and Young People (Safety) Act, 2017

http://classic.austlii.edu.au/au/legis/sa/consol_act/caypa2017312/

Child Safety (Prohibited Persons) Act, 2016

[https://www.legislation.sa.gov.au/_legislation/lz/c/a/child%20safety%20\(prohibited%20persons\)%20act%202016/current/2016.49.auth.pdf](https://www.legislation.sa.gov.au/_legislation/lz/c/a/child%20safety%20(prohibited%20persons)%20act%202016/current/2016.49.auth.pdf)

Mandatory Reporting

<https://www.childprotection.sa.gov.au/reporting-child-abuse/mandated-notifiers-and-their-role>

National Principles for Child Safe Organisations

<https://dhs.sa.gov.au/services/community-and-family-services/child-safe-environments/national-principles-for-child-safe-organisations>

Protective Practices

https://www.education.sa.gov.au/sites/default/files/protective_practices_for_staff_in_their_interactions_with_children_and_young_people.pdf?acsf_files_redirect

Reporting Child Abuse

<https://www.sa.gov.au/topics/education-and-learning/health-and-wellbeing/child-abuse/report-child-abuse>

Working with Children Checks

<https://screening.sa.gov.au/types-of-check/working-with-children-check>

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Policy review

This policy, code of conduct and risk management will be reviewed at least every 5 years or as required.

In particular, a review will take place in the following circumstances:

- Changes to relevant legislation,
- Significant changes to the Club organisational structure,
- After any critical incident involving harm to a child or young person,
- New or added risks are identified
- Significant noncompliance with the policy is identified

The Club will lodge a new child safe environments compliance statement when it is updated.