

# Child Safe Standards

## CHILD SAFE POLICY – CLUB TEMPLATE

The following Child Safe Policy is provided as an illustration to demonstrate what clubs may consider appropriate for inclusion in their own Child Safe Policy. The topics included in this sample policy are essential for inclusion, but you should also think about what additional topics you could include in your own policy that are relevant to your club. You may also want to add more detail to each topic where you think is desirable or necessary. Vicsport recommends sporting clubs develop a Child Safe Policy with the assistance of appropriate legal advice.

The section within the policy regarding commitment to child safety is appropriate to use as a statement of commitment to child safety as required by Victoria's compulsory child safe standards.

### Further Information:

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## Volleyball Horsham Child Safe Policy



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**Approved By:** Tim Popple, Vaughn Maroske, Shaun Bray, Kara Johnson, Rej Smith, Tami Carter Lane, Fern Batty  
**Endorsed By:** Executive Committee Wednesday April 12, 2017  
**Date for Review:** April 2019

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### Purpose

This policy was written to demonstrate the strong commitment of the management, staff and volunteers of the Volleyball Horsham to child safety and to provide an outline of the policies and practices the Club has developed to keep everyone safe from any harm, including abuse.

### Commitment to Child Safety

All children who are a part of the Club have a right to feel and be safe. The welfare of the children in our care will always be our first priority and the Club has a zero tolerance to child abuse. The Club aims to create a child safe and child friendly environment where children feel safe and have fun and the Club's activities are always carried out in the best interests of the children.

### Application of this Policy

This policy was developed by the Club and in collaboration with executive, volunteers and the children who use our services and their parents.

This policy applies to all individuals involved in our organisation (paid and volunteer) including, but not limited to:

- Administrators
- Coaches
- Officials
- Participants
- Parents
- Spectators.

All of the people to which this policy applies have a role and responsibility in relation to child protection. They must all:

- understand the indicators and risks of child abuse;
- appropriately act on any concerns raised by children; and
- understand and follow all applicable laws in relation to the protection of children and reporting or management of child safety concerns.

### **Child Abuse**

Child abuse can take a broad range of forms including physical abuse, sexual abuse, emotional or psychological abuse and neglect. People to whom this policy applies need to be aware that child abuse can occur whenever there is actual or potential harm to a child, and these are circumstances that the Club is committed to reducing the risk of occurrence.

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

The Club encourages children to express their views about their safety. We listen to their suggestions, especially on matters that directly affect them. We actively encourage all children who use our services to 'have a say' about things that are important to them.

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

### **Valuing Diversity**

We value diversity and do not tolerate any discriminatory practices. To achieve this we:

- promote the cultural safety, participation and empowerment of Aboriginal children and their families;
- promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds and their families;
- welcome children with a disability and their families and act to promote their participation; and
- seek appropriate staff from diverse cultural backgrounds.

### **Recruiting staff and volunteers**

The Club takes the following steps to ensure best practice standards in the recruitment and screening of staff and volunteers:

- Interview and conduct referee checks on all staff and volunteers
- Require police checks and Working with Children Checks for relevant positions.
- Our commitment to Child Safety and our screening requirements are included in all advertisements and as part of the induction process for new staff or volunteers.

### **Supporting staff and volunteers**

The Club seeks to attract and retain the best staff and volunteers. We provide support and supervision so people feel valued, respected and fairly treated. We have developed a Code of Conduct to provide guidance to our staff and volunteers, all of whom receive training on the requirements of the Code.

### **Reporting a child safety concern or complaint**

The Club has appointed David Berry as Child Safety Person with the specific responsibility for responding to any complaints made by staff, volunteers, parents or children. That person can be contacted by 0487824599. Our complaints process is outlined in Volleyball Horsham policy and procedures manual.

### **Risk Management**

We recognise the importance of a risk management approach to minimising the potential for child abuse or harm to occur and use this to inform our policy, procedures and activity planning. In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children. To reduce the risk of child abuse occurring, adults to whom this policy applies should avoid direct, unsupervised contact with children. For example, this should be a consideration when:

- using change room facilities;
- using accommodation or overnight stays;
- travel; or
- physical contact when coaching or managing children.

### **Reviewing this policy**

This policy will be reviewed every two years and we undertake to seek views, comments and suggestions from children, parents, carers, staff and volunteers involved in the Club.

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### **VICSPORT DISCLAIMER:**

The information contained within this template document is general in nature. It should not be considered as a substitute for legal advice. Vicsport recommends sporting organisations develop a Child Safe and Child Friendly Policy with the assistance of appropriate legal advisers.

*This resource is supported by the Victorian Government.*

*This document was developed utilising and adapting content from:  
The Commission for Children and Young People (2016), Child Safe Policy*