

Sailability Sunshine Coast Queensland (SSCQ) Child & Youth Risk Management Strategy 2018

Part 1: Commitment

Statement of Commitment

Sailability Sunshine Coast Inc is committed to maintaining the health and wellbeing of children and young people who participate in our sport. This is in all aspects of our business from events through to training. They are the future of our sport and will be provided with safe and supportive environments in which to participate in touch football through effective policy development and implementation by qualified and trained employees and volunteers.

Codes of Conduct

The following are relevant:

Volunteer P&P and Code of Conduct 2018

Part 2: Capability

Policies for the recruitment, selection, training and management of employees

Volunteer employees

- When recruiting volunteers for Sailability Sunshine Coast Inc it is encouraged that all volunteers hold a current blue card or are eligible to receive a blue card.
- Being an organisation that deals with both Children, Youth and Adults there are roles that do not require a blue card.
- Any volunteer that is working with or making decisions on behalf of children must have a blue card.

Part 3: Concerns

Sailability Sunshine Coast Inc provides a comprehensive Membership Protection policy and all volunteers and members must abide by this policy.

Policy and procedures for Handling disclosures and suspicions of harm

All employees & relevant volunteers at Sailability Sunshine Coast Inc will receive training in identifying risks of harm and handling disclosures or suspicions of harm as soon as possible upon commencing employment.

Harm can be categorised in the following types:

- Physical abuse, emotional or physiological abuse, neglect and/or sexual abuse or exploitation.

How to receive a disclosure/suspicion of harm

- When receiving a disclosure it will be done so in a private place and remain calm
- Tell them that they have done the right thing by telling you but that you need

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to tell someone else who can keep them safe

- We will only ask questions to confirm the need to report the matter
- We will not attempt to conduct our own investigation or mediate an outcome between the two parties

Who a disclosure needs to be reported to

- A disclosure of harm can be reported to any Sailability Sunshine Coast Inc member of the management committee provided that they have had the necessary training to deal with this kind of matter.
- Upon the reporting of this disclosure to a Sailability Sunshine Coast Inc committee member, the matter will then be referred to either the Department of Communities or the Queensland Police Service and the management committee members.

Process of support for all people involved

- Sailability Sunshine Coast Inc will provide support and counselling to the children and young people involved
- The person who reports suspected child abuse is protected from civil or legal actions
- Sailability Sunshine Coast Inc will keep all details of the person whom made the report confidential and will not be made available to the family of the child or the person who the claim is against
- If the person responding to the allegation of harm is an employee of Sailability Sunshine Coast Inc their duties will be reviewed. Any further interaction with children will be supervised at all times.

Immediate actions our organisation will take following disclosure/suspicion of harm and documentation

The process in handling a complaint undertaken by Sailability Sunshine Coast Inc will be in accordance with the Member protection policy immediately following a disclosure or suspicion of harm.

Plan for managing breaches of your child and youth risk management strategy

This plan outlines the steps to be taken by Sailability Sunshine Coast Inc following a breach of the child and youth risk management strategy.

- All stakeholders are to be made aware of the actions or inactions that form a breach as well as the potential outcomes of breaching the child and youth risk management strategy.
- Employees, volunteers, contractors, committee members, work experience students, parents and carers, children and young people must all comply with this plan.

Process to manage a breach of strategy

- All people concerned will be advised of the process and be able to provide their version of events
- The Details of the breach, including the versions of all parties and the

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- outcome will be recorded
- Matters discussed will be kept confidential

Suitable outcomes for breaches

- Disciplinary procedures if necessary
- Further education and training
- Providing closer supervision
- Mediating between those involved, or
- Reviewing current policies and procedures and developing new ones

Part 4: Consistency

Compliance with Part 6 of the Commissions act (Blue Card Compliance)

Contact person who is responsible for the management of the blue cards within the organisation is in the first instance the Membership Officer, in their absence any member of the management committee,

Currently all volunteers who work with children and youth on behalf of Sailability Sunshine Coast Inc **must** hold a current blue card.

Blue card register is stored on our network along with the letters of notification in an alphabetical file with our organisation's human resource documentation.

Forms are provided to all new volunteers at their initial training with our organisation. They are advised that by signing the application form, they are consenting to the screening process under the act.

The contact person must be in attendance to sight documents with proof of identity and forms are to be signed in front of the candidates. A thorough check is completed and then the documents are sent by Sailability Sunshine Coast Inc to the Commission.

Volunteers may commence duties with adult sailing days but they will not work with children or youth until they have received their blue card.

Strategies for communication and support

Stakeholders of Sailability Sunshine Coast Inc consist of; parents/carers, athletes, coaches, officials, employees, teams and associated members. These stakeholders will be made aware of the child and youth risk management strategy through the following avenues;

- Policy and supporting material on Sailability Sunshine Coast Inc website
- Updates and reminders on child and youth risk management strategy through e-newsletters and club updates
- Training courses in coaching and officiating contain information sheets for policies and procedures and code of conduct including child and youth risk management strategy
- General communication of policies and strategies through
 - General meetings and AGM
 - E-newsletters
 - Club correspondence

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- Risk management templates
- Club information kits
- Sailability Sunshine Coast Inc employees and interested volunteers will be trained in the child and youth risk management and will be on hand to help/inform any stakeholders where assistance is required.

Part 5: Coaches of U/18 Athletes

Communication through Social Networking Sites & Personal Mobile Phones

Concerns are as follows:

- Communication tends to be social rather than professional in nature and it can involve the voluntary but often inadvertent 'lowering of professional boundaries'
- The coach may lose control of communication with athletes eg U18 athletes having the coach's mobile numbers/Facebook address - allows U18 athletes to initiate contact with coaches
- Can expose coaches of U18 athletes to extended and irrelevant information about students' personal lives
- There have been numerous cases where the ability to electronically communicate with U18 athletes has been abused exposing children to 'grooming' and harm

Basic messages from above are:

1. The issue of coach/U18 athlete communication using social networking is a professional boundary issue - not a technology issue
2. While convenient, communication with junior athletes electronically and via social networking sites may be very difficult to justify as necessary. It may lead to unintended consequences for coaches of U18 athletes, including disciplinary action and potential litigation
3. All communication to U18 athletes [email, text message] should be sent simultaneously to the athlete and the parent/guardian.
4. There should be no communication through social networking sites