

## **Our commitment to child safety**

Malvern Tigers is committed to child safety.

We want children to be safe, happy and empowered. We support and respect all children, as well as our coaches, staff and volunteers.

We are committed to the safety, participation and empowerment of all children.

We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures.

We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow rigorously.

Malvern Tigers is committed to preventing child abuse and identifying risks early, and removing and reducing these risks.

Malvern Tigers has robust human resources and recruitment practices for all coaches, staff and volunteers.

Malvern Tigers is committed to regularly training and educating our coaches, staff and volunteers on child abuse risks.

We support and respect all children, as well as our coaches, staff and volunteers. We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

We have specific policies, procedures and training in place that support our leadership team, coaches, staff and volunteers to achieve these commitments.

**If you believe a child is at immediate risk of abuse, phone 000.**

## **Our children**

This policy is intended to empower children who are vital and active participants at Malvern Tigers. We involve them when making decisions, especially about matters that directly affect them. We listen to their views and respect what they have to say.

We promote diversity and tolerance in our organisation, and people from all walks of life and cultural backgrounds are welcome. In particular, we:

- promote the cultural safety, participation and empowerment of Aboriginal children
- promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds
- ensure that children with a disability are safe and can participate equally.

## **Our coaches, staff and volunteers**

This policy guides our coaches, staff and volunteers on how to behave with children at Malvern Tigers.

All of our coaches, staff and volunteers must agree to abide by our code of conduct which specifies the standards of conduct required when working with children.

## **Training and supervision**

Training and education is important to ensure that everyone at Malvern Tigers understands that child safety is everyone's responsibility.

The culture at Malvern Tigers aims for all coaches, 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. We train our coaches, staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

We also support our coaches, staff and volunteers through ongoing supervision to develop their skills to protect children from abuse.

New coaches, employees and volunteers will be monitored to ensure they understand Malvern Tiger's commitment to child safety and 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 this organisation's code of conduct to understand appropriate behaviour further). Any inappropriate behaviour will be reported through appropriate channels, including the Department of Health and Human Services and Victoria Police, depending on the severity and urgency of the matter.

## **Recruitment**

We take all reasonable steps to employ skilled people to work with children. We develop selection criteria which clearly demonstrate our commitment to child safety and an awareness of our social and legislative responsibilities. Malvern Tigers understands that when recruiting coaches, staff and volunteers we have ethical as well as legislative obligations.

All people engaged in child-related work, including coaches and volunteers, will hold a Working with Children Check and to provide evidence of this Check where required by law. We carry out reference checks to ensure that we are recruiting the right people.

## **Fair procedures for personnel**

The safety and wellbeing of children is our primary concern. We are also fair and just to personnel. The decisions we make when recruiting, assessing incidents, and undertaking disciplinary action will always be thorough, transparent, and based on evidence.

We record all allegations of abuse and safety concerns using our incident reporting form, including investigation updates. All records are securely stored.

If an allegation of abuse or a safety concern is raised, we provide updates to children and families on progress and any actions we as an organisation take.

## **Privacy**

All personal information considered or recorded will respect the privacy of the individuals involved, whether they be coaches, staff, volunteers, parents or children, unless there is a risk to someone's safety. We have 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

Malvern Tigers 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.
- **Failure to protect:** People of authority in our organisation 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.
- Any personnel who are **mandatory reporters** must comply with their duties.

## 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, we proactively manage risks of abuse to our children.

We have risk management strategies in place to identify, assess, and take steps to minimise child abuse risks.

## Regular review

This policy will be reviewed every two years and following significant incidents if they occur.

## Allegations, concerns and complaints

Malvern Tigers takes all allegations seriously. Our coaches, staff and volunteers are trained to deal appropriately with allegations.

We work to ensure all coaches, staff and volunteers know what to do and who to tell if they observe abuse, and if they notice inappropriate behaviour.

We all have a responsibility to report an allegation of abuse if we have a 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
- someone else has raised a suspicion of abuse but is unwilling to report it
- observing suspicious behaviour.

Date: 29 November 2016