

## **CHILD SAFE POLICY**

### **1. OVERVIEW / INTENT**

- 1.1 The Vines Golf Club (The Vines) is committed to ensuring that the safety, welfare and well-being of children and young people is maintained or enhanced at all times during their involvement with activities at the Club.
- 1.2 The Vines is determined to promote a safe environment for all children and young people, and to assist members, volunteers and staff to recognise, respond to and report suspected cases of abuse and neglect.
- 1.3 The Vines will promote the care and protection of children and young people and strive towards a mutually respectful relationship between children and young people and members, volunteers and staff.
- 1.4 The Vines will create an environment in which children and young people feel safe, comfortable and confident in reporting any incident or conduct which is, or which may lead to, abuse or neglect of themselves or of other children or young people.

### **2. SCOPE**

- 2.1 This policy applies to all permanent and fixed term employees whether fulltime or part-time and also to casual employees and contractors working on The Vines site.
- 2.2 This policy applies to any member or person(s) acting in a voluntary role conducting activities with children or young people at The Vines including but not limited to; parents, coaches, instructors, course and competition management personnel, assistant instructors and any individual over the age of 18 who is involved in any way with activities involving children and young people at The Vines.
- 2.3 This Policy must be read in conjunction with the relevant procedure document and the Keeping Children and Young People Safe Code of Conduct document.

### **3. RISK**

- 3.1 In addition to The Vines' duty to ensure all relevant staff and volunteers have been subject to appropriate screening process, The Vines will continually identify and assess possible sources of harm to children and young people in all activities, programs and services. Identified risks will be addressed to ensure the safety and well-being of the children and young people. Risk assessment procedures will seek to remove or appropriately reduce the risks to children and young people.

### **4. DEFINITIONS**

- 4.1 Under the Children's Protection Act 1993, a child or young person is defined as being a person under 18 years of age.

- 4.2 Under the Children's Protection Act 1993, abuse or neglect, in relation to a child means:
- Sexual abuse of the child or physical or emotional abuse of the child, or neglect of the child, to the extent that either:
  - The child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's well-being; or
  - The child's physical or psychological development is in jeopardy.
- 4.3 The Code of Conduct referred to in this policy shall mean the Keeping Children and Young People Safe Code of Conduct.
- 4.4 Parents for the purpose of this and other documents will also mean legal guardians.

## **5 POLICY**

- 5.1 Everyone involved in a recreation group or sporting club has a responsibility to care and protect any children and young persons who participate in their activities. In December 2005 the Children's Protection Act of 1993 was revised and an amendment bill passed. This extended the legal requirement for mandated notifiers to include any other person who is an employee of, or volunteer in, a Government department, agency or instrumentality, or local government or non-government organisation that provides health, welfare, education, sporting or recreational, child care or residential services wholly or partly for children, being a person who:
- is engaged in the actual delivery of those services to children; or
  - holds a management position in the relevant organisation the duties of which include direct responsibility for, or direct supervision of, the provision of those services to children.
  - The Vines will determine which staff and volunteers hold "Prescribed Positions" and therefore become mandated notifiers and also require a "suitability for working with children screening check".
  - All staff and volunteers have a moral responsibility to report any suspicions of abuse or neglect and are encouraged to contact the The Vines Child Safety Officer for guidance, information and support.
- 5.2 The Vines will:
- Ensure, as far as is reasonably practicable, that no employee or volunteer subjects a child or young person, or permits a child or young person to be subjected to abuse or neglect.
  - In line with legislative requirements, ensure as far as practicable any suspicion based on reasonable grounds of any incidence of abuse or neglect is reported.
  - Appoint a Child Safety Officer (CSO) to provide expertise and assistance in the implementation, review and maintenance of the Keeping Children and Young People Safe Policy, procedure and code of conduct.
  - Require all employees and volunteers to comply with the Keeping Children and Young People Safe Code of Conduct.
  - Require all employees and volunteers who hold "Prescribed Positions" to undertake a criminal history assessment, which includes a national police

check prior. With immediate effect, any adult staying overnight with a group of Vines participants will be required to have undergone a national police check.

- Maintain a Code of Conduct for Keeping Children and Young People Safe to assist in creating an environment that is respectful and protective of children and young people.
- Take prompt and effective action to deal with reports of abuse or neglect and will ensure all people involved in the report are treated fairly and in confidence.
- On an ongoing basis identify, assess and address all possible sources of risk of harm to children and young people in all the activities, programs and services which we provide.

## **6 RESPONSIBILITIES**

- 6.1 All managers will be responsible for the awareness and implementation of this policy in their area.
- 6.2 This Policy will be made available to all staff and volunteers who work with children and young people at The Vines.
- 6.3 This Policy will be made available to all parents of children and young people who participate in activities, programs and services at The Vines.

September 2011