



Child Safe Policy

Approved By: Camberwell Lacrosse Club Committee
Date for Review: Jan 2025

Purpose

This policy was written to demonstrate the strong commitment of the management and volunteers of the *Camberwell Lacrosse Club (the Club)* 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 applies to all individuals involved in our organisation 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.

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 staff and volunteers
- Require Working with Children Checks for relevant positions, including
 - Junior Coordinator
 - Coach and Assistant Coach
 - Any team operational role taken by an adult who does not have a related child on the team.

Annual audit of Working With Children Checks

By the start of each season the Club will perform an audit of volunteers Working With Children Checks. The following process will be followed.

- The committee will nominate a member or members to complete the audit at the start of the season.
- By the start of the season, or soon after, the member nominated by the committee will sight every person's WICC card (or teacher registration) and validate that it is still valid for the current year using Department of Justice online checking tools..
- The member will create a register of validated cards, noting the name and the date the card was validated. The WICC card number will not be recorded to avoid breach of Australian Privacy Principle 9 that prohibits disclosure of a government identifier to a third party: "9.22 An organisation must not use or disclose a government related identifier of an individual".
- The register and updates will be submitted to the Secretary and noted in Committee meeting minutes.
- Additional members may be added in subsequent Committee meeting minutes.

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.

The Code of Conduct is available on our website.

Reporting a child safety concern or complaint

The Club has appointed Child Safety Officers with the specific responsibility for responding to any complaints made by staff, volunteers, parents or children. Contact details are available on our website (Contact Us section). Our complaints process is outlined in the Club Constitution.

Child Safety Officers are: Robert Pagliaro, Tony Hollenkamp and Gill Greenwood.

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.

All adult members are reminded of the potential for criminal offence should they not report suspicion of child sexual abuse for a person under 16 years of age. This is detailed in complimentary statutory requirements at [Offences to improve responses to child sexual abuse](#).

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.