



Stepney Saints Indoor Sports Association

MEMBER PROTECTION POLICY

VERSION 1.0 July 2020

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1. Introduction

Stepney Saints Indoor Sports Association participates in Indoor Sports South Australia's elite indoor cricket and netball competitions. We strive to be the most inclusive, welcoming and friendly club in the competition. We take seriously our legal and moral obligations to treat everyone involved in indoor sports with respect and hold to account those who fail to meet our standards of conduct.

This policy and associated guidance material reflect our commitment to inclusiveness and fair play.

2. Purpose of Our Policy

The main objective of Stepney Saints Indoor Sports Association (the club) Member Protection Policy ("policy") is to maintain responsible behaviour and the making of informed decisions by members and other participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from discrimination, harassment and abuse. Our policy informs everyone involved in our club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It also covers the care and protection of children participating in our club's activities.

3. Who Our Policy Applies To

This policy applies to everyone involved in the activities of our club whether they are in a paid or unpaid/voluntary capacity and including:

- club committee members, administrators and other club officials;
- coaches and assistant coaches and other personnel participating in events and activities, including training sessions;
- players;
- members, including any life members;
- parents;
- spectators;

4. Extent of Our Policy

Our policy covers all matters directly and indirectly related to the club and its activities. In particular, the policy governs unfair selection decisions and actions, breaches of our code of behaviour and behaviour that occurs at training sessions, in the club rooms, at social events organised or sanctioned by the club (or our sport), and on away and overnight trips. It also covers private behaviour where that behaviour brings our club or sport into disrepute or there is suspicion of harm towards a child or young person.

5. Club Responsibilities

We will:

- adopt, implement and comply with this policy;
- ensure that a copy of this policy is available or accessible to all people to whom this policy applies;
- ensure all people to whom this policy applies are aware of the consequences of any breaches of this policy;
- Always promote and model appropriate standards of behaviour ;
- deal with any complaints made under this policy in an appropriate manner;
- deal with any breaches of this policy in an appropriate manner;
- ensure that this policy is enforceable and recognise and enforce any penalty imposed under this policy;
- review this policy every 12-18 months; and
- seek advice from and refer serious issues to Indoor Sports South Australia and South Australia Police (if criminal behaviour is present)

Serious issues include unlawful behaviour that involves or could lead to significant harm and includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) and any other issues that a state or national body request to be referred to them.

6. Individual Responsibilities

Everyone associated with our club must:

- make themselves aware of the contents of this policy;
- comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- consent to the screening requirements set out in this policy, and any state or territory Working with Children checks, as required, if the person holds or applies for a role in which it is reasonably foreseeable that the person will work with a child or young person under the age of 18, or where otherwise required by law;
- treat other people with respect;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour; and
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour; and
- comply with any decisions and/or disciplinary measures imposed under this policy.

7. Protection of Children

7.1 Child Protection

The club is committed to the safety and wellbeing of children and young people who participate in our clubs' activities or use our services. We support the rights of the child and will always act to ensure that a child safe environment is maintained. We also support the rights and wellbeing of our staff and volunteers who provide these activities and services.

The club has lodged a compliance statement with the Department of Human Services to acknowledge that we are aware of our obligations to create and maintain a child safe environment according to the requirements under Chapter 8 of the *Children and Young People (Safety) Act 2017*.

The club acknowledges the valuable contribution made by our staff, members and volunteers and we encourage their active participation in building and maintaining a safe, fair and inclusive environment for all participants.

7.1.1: Identifying and Analysing Risks of Harm

The club will develop and implement a risk management strategy, which includes a review of our existing child protection practices, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the action or inaction of an employee, volunteer or another person.

7.1.2: Developing Codes of Conduct for Adults and Children

We will develop and promote a code of conduct that specifies standards of conduct and care we expect of adults when they deal and interact with children, particularly those in our care. We will also implement a code of conduct to promote appropriate behaviour between children.

The codes will clearly describe professional boundaries, ethical behaviour and unacceptable behaviour. (See Attachment 2)

7.1.3: Choosing Suitable Volunteers

The club will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children. This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

The club will ensure that Working with Children Checks are conducted for employees and volunteers working with children in accordance with the *Child Safety (Prohibited Persons) Act 2016*.

If a criminal history report is also obtained as part of the screening process, the club will ensure that the criminal history information is dealt with confidentially and in accordance with relevant legal requirements.

7.1.4: Support, Train, Supervise and Enhance Performance

The club will ensure that all our volunteers who work with children have ongoing supervision; support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in our club.

7.1.5: Empower and Promote the Participation of Children in Decision-Making and Service Development

The club will promote the involvement and participation of children and young people in developing and maintaining a child-safe environment in our club.

7.1.6: Report and Respond Appropriately to Suspicions of a Child at Risk

The club will ensure that volunteers are able to identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable ground that a child is, or may be, at risk (See Attachment 4).

In addition to any legal obligations, if any person believes that another person bound by this policy is acting inappropriately towards a child or is in breach of this policy, they may make an internal complaint.

Any person who believes a child is in immediate danger or in a life-threatening situation, should contact the police immediately.

7.1.7: Manage appropriately any allegation of misconduct towards children

The club will treat any allegations of misconduct towards children participating in activities associated with our organisation responsibly and sensitively. This will include providing support for the alleged victim and their family and ensuring natural justice is provided for the alleged offender.

7.2 Supervision

Children under the age of [18] must always be supervised by a responsible adult. We always endeavour to provide an appropriate level of supervision. If a member finds a child under the age of [18] is unsupervised, they should assume responsibility for the child's safety until the child's parent/guardian or supervisor is located.

For reasons of courtesy and safety, parents must collect their children on time. If it appears a member will be left alone with just one child at the end of any club activity, they will ask another member to stay until the child is collected.

7.3 Transportation

Parents and or guardians are responsible for organising the transportation of their children to and from club activities (e.g. training and games).

7.4 Taking Images of Children

The club, wherever possible, will obtain permission from a child's parent or guardian before taking an image of a child that is not their own. They must also make sure that the parent or guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with our club.

When using a photo of a child, the club will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the child's parent or guardian. The club will not provide information about a child's hobbies, interests, school or the like.

The club will only use images of children that are relevant to our club's activities and we will ensure that they are suitably clothed in a manner that promotes our club. We will seek permission from a child's parent or guardian before using their images.

8. Harassment, Discrimination and Bullying

The club is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of harassment, discrimination and bullying.

The club recognises that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

8.1 Harassment

Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person and which happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.

The offensive behaviour does not have to take place several times, a single incident can constitute harassment.

Sexual harassment is one type of harassment. Sexual harassment involves unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

8.2 Discrimination

Unlawful discrimination involves the less favourable treatment of a person on the basis of one or more of the personal characteristics protected by State or Federal anti-discrimination laws.

Discrimination includes both direct and indirect discrimination:

- **Direct discrimination** occurs if a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.
- **Indirect discrimination** occurs if a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.

For the purpose of determining discrimination, the offender's awareness and motive are irrelevant.

The following is a list of all the personal characteristics that apply throughout Australia:

- gender;
- race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration;
- national extraction or social origin;
- marital status, relationship status, identity of spouse or domestic partner;
- pregnancy, potential pregnancy, breastfeeding;
- family or carer responsibilities, status as a parent or carer;
- age;
- religion, religious beliefs or activities;
- political beliefs or activities;
- lawful sexual activity;

- sexual orientation and gender identity;
- profession, trade, occupation or calling;
- irrelevant criminal record, spent convictions;
- irrelevant medical record;
- member of association or organisation of employees or employers, industrial activity, trade union activity;
- physical features;
- disability, mental or physical impairment;
- defence service; and
- personal association with someone who has, or is assumed to have, any of these personal characteristics.

Legislation also prohibits:

- racial, religious, homosexual, transgender and HIV/AIDS vilification; and
- victimisation resulting from a complaint.

8.3 Bullying

The club is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and wellbeing, and we regard bullying in all forms as unacceptable at our club.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety.

Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- excluding or isolating a group or person;
- spreading malicious rumours; or
- psychological harassment such as intimidation.

Bullying includes cyber-bullying which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments. We will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint. (Refer to Item 10 of this policy).

8.4 Social networking

The club acknowledges the enormous value of social networking to promote our sports and club and celebrate the achievements and success of the people involved in our sport and club.

Social networking refers to any interactive website or technology that enables people to communicate and/or share content via the internet. This includes but is not limited to social networking websites such as Facebook and Twitter.

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport and club.

In particular, social media activity including, but not limited to, postings, blogs, status updates, and tweets:

- must not contain material which is, or has the potential to be, offensive, aggressive, defamatory, threatening, discriminatory, obscene, profane, harassing, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate;
- must not contain material which is inaccurate, misleading or fraudulent;
- must not contain material which is in breach of laws, court orders, undertakings or contracts;
- should respect and maintain the privacy of others; and
- should promote the sport and club in a positive way
- must not bring the reputation of the club into disrepute.

9. Inclusive practices

Our club is welcoming and we will seek to include members from all areas of our community.

9.1 People from diverse cultures

The club will support, respect and encourage people from diverse cultures and religions to participate in our club and where possible we will accommodate requests for flexibility (e.g. modifications to uniforms).

9.2 Sexual & Gender Identity

The club recognises that excluding people from participating in sporting events and activities because of their gender identity may have significant implications for their health, wellbeing and involvement in community life.

All people, regardless of their sexuality or gender identity, are welcome at our club. We strive to provide a safe environment for participation and will not tolerate any form of discrimination or harassment because of a person's sexuality or gender identity.

9.3 Pregnancy

[The club is committed to treating pregnant women fairly and to removing any unreasonable barriers to their full participation in our club's activities. We will not tolerate any discrimination or harassment against pregnant women.

We will take reasonable care to ensure the continuing safety, health and wellbeing of pregnant women. We will advise pregnant women that there may be risks involved with their continuing participation in sport, and we will encourage them to obtain medical advice about those risks. Pregnant women should be aware that their own health and wellbeing, and that of their unborn child, is of utmost importance in their decision-making about the extent they choose to participate in our sport.

We encourage all pregnant women to talk with their medical advisers, make themselves aware of the facts about pregnancy in sport and ensure that they make informed decisions about their participation in our sport. Pregnant women should make these decisions themselves, in consultation with their medical advisers and in discussion with the club. We will only require pregnant women to sign a disclaimer in relation to their participation in our sport whilst they are pregnant if all other participants are required to sign one in similar circumstances. We will not require women to undertake a pregnancy test.

If a pregnant woman believes she is being, or has been, harassed or discriminated against by another person bound by this policy, she may make a complaint (see section 10).

9.4 Girls playing in boys' teams

If there is not a separate sex competition the club will support girls playing in boys' teams up until the age of 18.

We note that Federal anti-discrimination laws provide that it is not unlawful to discriminate on grounds of sex by excluding persons from participation in any competitive sporting activity in which the strength, stamina or physique of competitors is relevant.

If a child is over the age of 18 years, the club will consider each request on an individual basis by considering the nature of our sport and other available opportunities to compete.

10. Responding to Complaints

10.1 Complaints

Any person (a complainant) may report a complaint about a person bound by this policy (respondent) if they feel they have been discriminated against, harassed, bullied or there has been any other breach of this policy.

The club takes all complaints about on and off-field behaviour seriously. The club will handle complaints based on the principles of procedural fairness, and ensure:

- all complaints will be taken seriously;
- the person about whom the complaint is made will be given full details of what is being alleged against them and can respond to those allegations;
- irrelevant matters will not be taken into account;
- decisions will be unbiased; and
- any penalties imposed will be reasonable.

More serious complaints may be escalated to Indoor Sports South Australia.

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then the club will report the behaviour to the police and/or relevant government authority.

10.2 Complaint Handling Process

When a complaint is received by the club, the person receiving the complaint (e.g. The club complaints officer or Member Protection Information Officer) will:

- listen carefully and ask questions to understand the nature and extent of the concern;
- ask the complainant how they would like their concern to be resolved and if they need any support;
- explain the different options available to help resolve the complainant's concern;
- inform the relevant government authorities and/or police, if required by law to do so; and
- where possible and appropriate, maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, the club will assist, where appropriate and necessary, with the resolution process. This may involve:

- supporting the complainant to talk to the person being complained about;
- bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- gathering more information (e.g. from other people that may have seen the behaviour);
- seeking advice from Indoor Sports South Australia or from an external agency (e.g. State Department of Sport or anti-discrimination agency);
- convene a disciplinary tribunal to hear the complaint, where our constituent documents, rules and by-laws allow
- referring the complaint to Indoor Sports South Australia; and/or
- referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.

In situations where a complaint is referred to Indoor Sports South Australia and an investigation is conducted, the club will:

- co-operate fully with the investigation;

- where applicable, ensure the complainant is not placed in an unsupervised situation with the respondent(s); and
- act on Indoor Sports South Australia recommendations.

At any stage of the process, a person can seek advice from an anti-discrimination commission or other external agency and, if the matter is within their jurisdiction, may lodge a complaint with the anti-discrimination commission or other external agency.

10.3 Disciplinary Measures

The club may take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must:

- be applied consistent with any contractual and employment rules and requirements;
- be fair and reasonable;
- be based on the evidence and information presented and the seriousness of the breach; and
- be determined by our constituent documents, by Laws and the rules of the game.

Possible sanctions that may be taken include:

- a direction that the individual make verbal and/or written apology;
- counselling of the individual to address behaviour;
- withdrawal of any awards, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our club;
- suspension or termination of membership, participation or engagement in a role or activity;
- de-registration of accreditation for a period or permanently;
- a fine; or
- any other form of discipline that our club considers reasonable and appropriate.

10.4 Breach of this policy

It is a breach of this policy for any person bound by this policy to do anything contrary to this policy, including but not limited to:

- breaching the codes of behaviour/conduct;
- bringing the sport and/or the club into disrepute, or acting in a manner likely to bring the sport and/or the club into disrepute
- failing to follow club policies (including this policy) and our procedures for the protection, safety and well-being of children;
- discriminating against, harassing or bullying (including cyber-bullying) any person;
- victimising another person for making or supporting a complaint;
- engaging in an inappropriate intimate relationship with a person that he or she supervises, or has influence, authority or power over;
- verbally or physically assaulting another person, intimidating another person or creating a hostile environment within the sport and/or our club;
- disclosing to any unauthorised person or organisation any information that is of a private, confidential or privileged in nature;
- making a complaint that they know to be untrue, vexatious, malicious or improper;
- failing to comply with a penalty imposed after a finding that the individual or organisation has breached this policy; and
- failing to comply with a direction given to the individual or organisation as part of a disciplinary process.

10.5 Appeals

The complainant or respondent may be entitled to lodge an appeal against a decision made in relation to a complaint (including a decision where disciplinary sanctions are imposed by our

club) to Indoor Sports South Australia. Appeals must be based on any right of appeal provided for in the relevant constituent documents, rules, regulations or by laws.



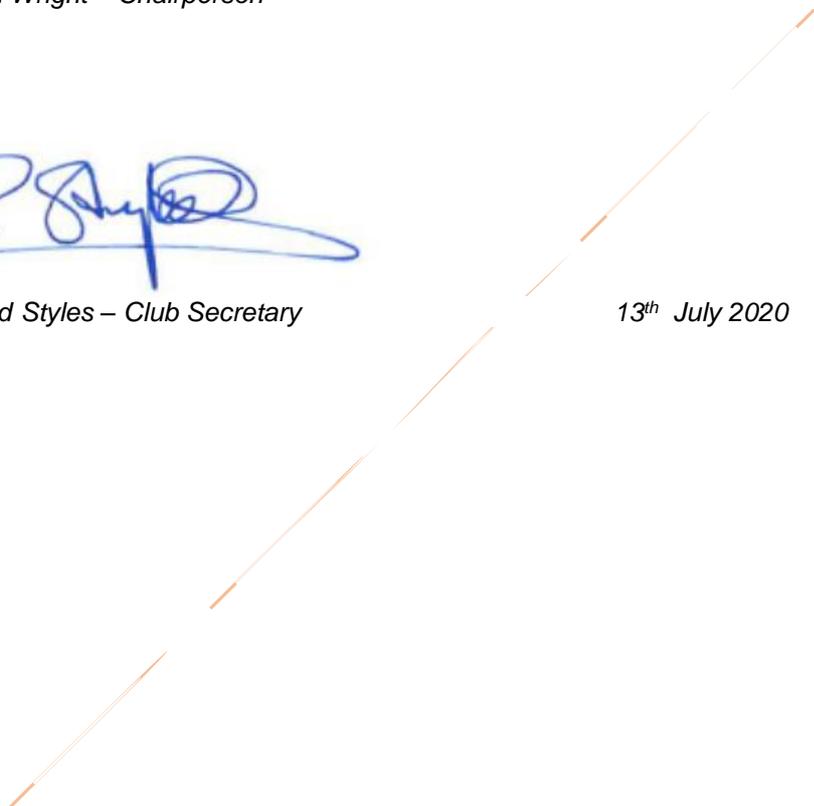
Callum Wright – Chairperson

13th July 2020



Richard Styles – Club Secretary

13th July 2020



Attachment 1.1: MEMBER PROTECTION DECLARATION

Stepney Saints Indoor Sports association has a duty of care to all those associated with our club and to the individuals and organisations to whom this policy applies. As a requirement of our Member Protection Policy, we must enquire into the background of those who perform activities or services on behalf of our club where it is reasonably foreseeable that the person will work with people under the age of 18 years.

I (name) of

..... (address) born/...../.....

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence
4. To my knowledge there is no other matter that the club may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the club Member Protection Information Officer immediately upon becoming aware that any of the matters set out in clauses 1 to 4 above has changed.

Declared in the *State of South Australia* on/...../.....(date)

Signature

Parent/Guardian Consent (in respect of a person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every.

Name:.....

Signature:.....

Date:

Attachment 1.2: WORKING WITH CHILDREN CHECK REQUIREMENTS

Working with Children Checks aim to create a child-safe environment and to protect children and young people involved in our sport from harm.

In South Australia they assess the suitability of people to work with children and young people and can involve:

- a national criminal history check;
- information from South Australian government databases, such as SA child protection records from Department for Child Protection and Care Concern investigations into the welfare of children in foster or state care;
- publicly available information from professional registration bodies relating to persons disciplined or precluded from working with children or vulnerable people;
- information from South Australian police, courts, and prosecuting authorities including information about charges for offences alleged to have been committed (regardless of the outcome of those charges);
- expanded criminal history information from other Australian police jurisdictions; and
- any declarations made by the applicant in response to questions in the 'declaration' section of their screening application form.

Working with Children Checks should not be solely relied upon to determine a person's suitability to work with children and young people. Clubs should also consider if other screening measures such as signed declarations, referee checks and other relevant background checks are necessary.

Working with Children Check requirements vary across Australia. [Fact Sheets](#) for each state and territory are available on the Play by the Rules website: www.playbytherules.net

Detailed information, including the forms required to complete a Working with Children Check, are available from the relevant agencies in each state and territory.

Australian Capital Territory

Contact the Office of Regulatory Services

Website: www.ors.act.gov.au/community/working_with_vulnerable_people_wvvp

Phone: 02 6207 3000

New South Wales

Contact the Office of the Children's Guardian

Website: www.kidsguardian.nsw.gov.au/check

Phone: 02 9286 7276

Northern Territory

Contact the Northern Territory Screening Authority

Website: www.workingwithchildren.nt.gov.au

Phone: 1800 SAFE NT (1800 723 368)

Queensland

Contact the Queensland Government Blue Card Services

Website: www.bluecard.qld.gov.au

Phone: 1800 113 611

South Australia

Contact the Department of Human Services

Website: <https://screening.sa.gov.au/home>

Phone: 1300 321 592

Tasmania

Contact the Department of Justice

Website: www.justice.tas.gov.au/working_with_children

Phone: 1300 13 55 13

Victoria

Contact the Department of Justice

Website: www.workingwithchildren.vic.gov.au

Phone: 1300 652 879

Western Australia

Contact the Department for Child Protection

Website: www.checkwwc.wa.gov.au

Phone: 1800 883 979

Travelling to other states or territories

It is important to remember that when travelling to other states or territories, representatives of sporting organisations must comply with the legislative requirements of that state or territory.

In certain jurisdictions, temporary, time limited exemptions from working with children checks may be available for interstate visitors with a Working with Children Check in their home state.

The laws providing interstate exemptions are not consistent across Australia.

If an employee or volunteer for your club is travelling interstate to do work that would normally require a working for children check, you will need to check the relevant requirements of that state or territory.

Interstate visitors to South Australia working with children

A person who is a resident of another State or Territory who will be engaged in child-related work while in South Australia for an organised event must be able to show evidence that they are not prohibited from working with children under their home state's Working with Children Check scheme.

If the person will be undertaking child-related work in South Australia in excess of 10 consecutive days, they must apply for a Working with Children Check in this State.

Attachment 2: CODES OF BEHAVIOUR/CONDUCT

We seek to provide a safe, fair and inclusive environment for everyone involved in our organisation and in our sport.

To achieve this, we require certain standards of behavior by players/athletes, coaches, officials, administrators, parents/guardians (of child participants) and spectators.

Our codes of behaviour are underpinned by the following core values:

- To act within the rules and spirit of our sport.
- To display respect and courtesy towards everyone involved in our sport and prevent discrimination, harassment and bullying.
- To prioritise the safety and well-being of children and young people involved in our sport.
- To encourage and support opportunities for participation in all aspects of our sport.



Stepney Saints Indoor Sports Association

Codes of Behaviour

This Code of Behaviour aims to set out the minimum standards for anyone involved in sport. It should apply when playing, training or taking part in club-sanctioned activities.

- Act within the rules and spirit of your sport.
- Promote fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Show respect and courtesy to all involved with the sport.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials, coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment-free environment.
- Do not tolerate abusive, bullying or threatening behaviour.

PLAYERS

- Always give your best.
- Participate for your own enjoyment and benefit.
- Play by the rules and show respect for other players, coaches and officials.

COACHES

- Place the safety and welfare of the athletes above all else.

- Help each person (athlete, official, etc.) to reach their potential. Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young players.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.

OFFICIALS / ADMINISTRATORS

- Place the safety and welfare of the athletes above all else.
- Ensure all players are included and can participate, regardless of their race, gender, ability, cultural background, sexuality or religion.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials.
- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport.
- Ensure that any information acquired, or advantage gained from the position is not used improperly.
- Conduct club responsibilities with due care, competence and diligence.

PARENTS

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Help the coach or officials at training and games, where possible.
- Model appropriate behaviour, including respect for other players and officials.

SPECTATORS

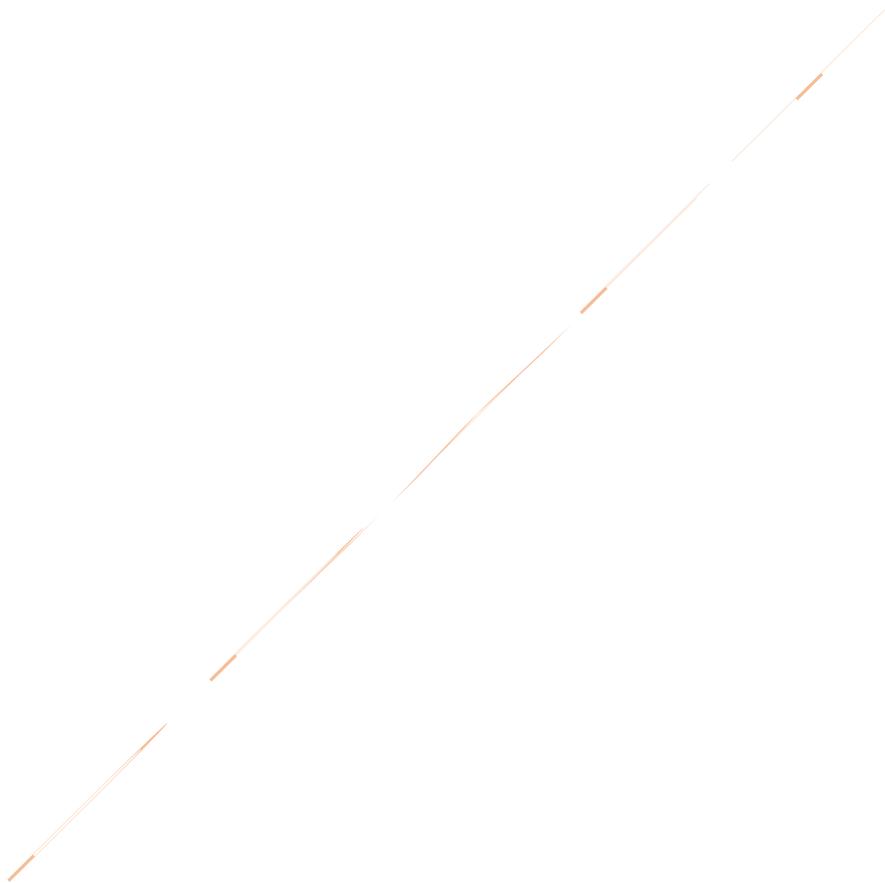
- Respect the effort and performances of players and officials.
- Reject the use of harassment, bullying or violence in any form, whether by other spectators, coaches, officials or athletes.

I, have read and understood the policy and will abide by it as a member of Stepney Saints Indoor Sports Association.

Signature:

Date:

Follow-up action	
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PROCEDURE FOR HANDLING SUSPICIONS OF A CHILD AT RISK

If you believe a child is in immediate danger or a life-threatening situation, contact the Police immediately on 000.

The club will treat any suspicion of a child at risk (including allegations of child abuse or neglect) promptly, seriously and with a high degree of sensitivity.

A child at risk is defined in the *Children and Young People (Safety) Act 2017*.

All people working with *Stepney Saints Indoor Sports Association* in a paid or unpaid capacity have a duty to report any concerns to the appropriate authorities, following the steps outlined below.

Step 1: Forming a suspicion

If a child or young person raises with you an allegation of child abuse or neglect or tells you of a situation that places a child at risk, that relates to them or to another child, it is important that you listen, stay calm and be supportive.

Do	Don't
Make sure you are clear about what the child has told you	Do not challenge or undermine the child
Reassure the child that what has occurred is not his or her fault	Do not seek detailed information, ask leading questions or offer an opinion.
Explain that other people may need to be told in order to stop what is happening.	Do not discuss the details with any person other than those detailed in these procedures.
Promptly and accurately record the discussion in writing.	Do not contact the alleged offender.

Additionally, during the course of providing activities and services of behalf of *Stepney Saints Indoor Sports Association* volunteers may observe actions and behaviours that cause them concern over the safety and wellbeing of a child.

If you observe actions or behaviours or have them reported to you, please immediately complete the **CONFIDENTIAL RECORD OF THE REPORT OF A CHILD AT RISK** Attached at the end of this procedure).

Step 2: Report the suspicion

- Immediately report any suspicion of a child at risk, to SAPOL and/or the Child Abuse Report Line (CARL) on 131478. You may need to make a report to both.
- Contact the CARL for advice if there is **any** doubt about whether your suspicion should be reported.
- If the suspicion involves a person to whom this policy applies, then also report the circumstances to an *official of Stepney Saints Indoor Sports Association*

(*Chairperson/Secretary/ Treasurer*) so that he or she can manage the situation or refer it as may be required.

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Step 3: Protect the child and manage the situation

- The *club official* will assess the immediate risks to the child and take interim steps to ensure the child's safety and the safety of any other children. This may include redeploying the alleged offender to a position where there is no unsupervised contact with children, supervising the alleged offender or removing/suspending him or her until any investigations have been concluded.
- The *club official* will consider what services may be most appropriate to support the child and his or her parent/s.
- The *club official* will consider what support services may be appropriate for the alleged offender.
- The *club official* will seek to put in place measures to protect the child and the alleged offender from possible victimisation and gossip.

Step 4: Take internal action

- At least three different investigations could be undertaken to examine allegations that are made against a person to whom this policy applies, including:
 - a criminal investigation (conducted by SAPOL)
 - a child protection investigation (conducted by the Department for Child Protection)
 - a disciplinary or misconduct inquiry/investigation (conducted by *Stepney Saints Indoor Sports Association*).
- The Committee of Stepney Saints Indoor Sports Association **within 48 hours of receipt of an allegation** will assess the allegations and determine what action should be taken in the circumstances. Depending on the situation, action may include considering whether the alleged offender should return to his or her position, be dismissed, banned or suspended or face other disciplinary action.
- If disciplinary action is undertaken, the club will follow the procedures set out in [Clause 10] of our Member Protection Policy.
- Where required we will provide the relevant government agency with a report of any disciplinary action we take.
- **Contact details for advice or to report suspicions of a child at risk**

South Australia	
South Australia Police Non-urgent police assistance Ph: 131 444 www.police.sa.gov.au	Department for Child Protection www.childprotection.sa.gov.au/reporting-child-abuse Ph: 131 478

Government agency contacted	Who: When: Advice provided:
President and/or MPIO contacted	Who: When:
Police and/or government agency investigation	Finding:
Internal investigation (if any)	Finding:
Action taken	
Completed by	Name: Position: Signature: / /
Signed by	Complainant (if not a child)

This record and any notes must be kept in a confidential and safe place and provided to the relevant authorities (police and government) should they require them.