

# Child Safe Standards

## Maroondah Calisthenics Club

	Child Safe Item	Yes/No/Partially	How does your organisation do this?	What needs to be done to better meet the standards?	Who, when & review date
<b>STANDARD 1</b> Culture of Child Safety	1.1. A commitment to child safety is modelled by your organisation's leadership (board, executive, staff and volunteer)	Yes	1. Have adopted the ACF National Member Protection Policy and the CV Child Safe Policy. 2. Commitment to Child Safety policy 3. Child Safe Code of Conduct policy 4. In Handbook 5. All on Website 6. Have Child Safety Officer	-Put poster up on Noticeboard -on Social media -Policy on website	Child Safe Policy Adopted December 2019 By Executive Committee Review date: November 2021 Child Safe Code of Conduct Adopted September 2018 Review Date: September 2020 Child Safety Officer: Vice President of Committee
	1.2. Child safety is a core part of public and internal messages. i.e. part of your strategy and vision, included in your annual report and staff induction.	Yes	1. Child Safe Code of Conduct adopted. 2. Commitment to Child Safety policy 3. Child Safe Code of Conduct policy 4. In Handbook 5. All on Website 6. Have Child Safety Officer	- AGM - Induction (coach contract) - First committee meeting of each year	Child safe code of conduct Signed by all committee, volunteers and coaches Feb 2020

<p>1.3. A culture exists within your organisation that supports the:</p> <ul style="list-style-type: none"> <li>- Cultural safety Aboriginal children</li> <li>- Cultural safety of children from culturally &amp; linguistically diverse backgrounds</li> <li>- Safety of children with a disability</li> </ul>	Yes	<ol style="list-style-type: none"> <li>1. Child safe conduct adopted</li> <li>2. Commitment to Child Safety policy</li> <li>3. Child Safe Code of Conduct policy</li> <li>4. In Handbook</li> <li>5. All on Website</li> <li>6. Have Child Safety Officer.</li> </ol>	Post photos on social media of multi-cultural pupils to show inclusiveness	
<p>1.4. A culture exists in which staff, volunteers, children and families feel comfortable and supported when talking about child safety concerns</p>	Yes	<ol style="list-style-type: none"> <li>1. Notice on Website about Child Safe Standards.</li> <li>2. Commitment to child safety policy</li> <li>3. Child Safe Code of Conduct policy</li> <li>4. In Handbook</li> <li>5. All on Website</li> <li>6. WCC</li> </ol>	<p>Inform coaches via Coach Contract. Inform Volunteers. Coaches inform pupils they can always talk to them. Posters on Hall wall.</p>	
<p>1.5. Policies and practices exist that prioritise child safety and promote a shared responsibility to creating a child safe environment</p>	Yes	<ol style="list-style-type: none"> <li>1. Have adopted the ACF National Member Protection Policy and the CV Child Safe Policy.</li> <li>2. In handbook</li> <li>3. On website</li> <li>4. In coach contract</li> <li>5. On Club noticeboard</li> </ol>		
<p>1.6. Your organisation raises awareness about child abuse</p>	Yes	<ol style="list-style-type: none"> <li>1. Links on website to documents</li> <li>2. Commitment to child safety policy</li> <li>3. Child Safe Code of Conduct policy</li> <li>4. In Handbook</li> <li>5. On website</li> </ol>	<p>-Complaints procedure to go on members page of website. -Meet with coaches to discuss awareness regularly. -Discuss with reps -workshop with the children of the club about child safe standards</p>	
<p>1.7. Your organisation recognises, respects and promotes the belief that cultural identity is fundamental to a child's safety and wellbeing</p>	Yes	<ol style="list-style-type: none"> <li>1. Child safe conduct adopted</li> <li>2. Commitment to Child Safety policy</li> <li>3. Child Safe Code of Conduct policy</li> <li>4. In Handbook</li> <li>5. All on Website</li> </ol>	If coaches not sure how to handle, ask.	

		6. Have Child Safety Officer.		
1.8. Your organisation provides training about Child Safety to staff and volunteers	Yes	1.Club attended Child Safety Standards Workshop at Cali Connect 2/6/19 2.Child protection online course done by exec & team mgrs – Play by the rules 2018 3. Harassment & protection online course done by exec - 2018	All coaches have been requested to complete the Child Protection Online Course – coaches get points via VCCA	Review with all new incoming committee members
1.9. Your organisation is aligned with your National Sporting Organisation and its approach to child safety	Yes	1. Adopted CV Child Safe Policy and ACF National Member Protection Policy 2.Impliment VicSport Child Safe standards & policies		

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<b>STANDARD 2</b> Child Safe Policy	2.1 Your organisation has a child safe policy and/or statement of commitment, which is accessible to the public	Yes	1.Adopted CV Child Safe Policy and ACF National Member Protection Policy 2.In Handbook 3.On website	Put on wall of hall	Feb 2020 – Vanessa
	2.2 The Child Safe Policy specifically addresses the risks that have been identified in your risk assessment	Yes	1.Keep considering possible risks 2. Ongoing	Review for new hall. Helpers not to go into bathroom with pupil, wait outside	Feb 2020 committee meeting
	2.3 You undertake regular Child Safety Reviews (such as this) to inform your policy	Yes	1.Child Safety Review is a Standing Item 2.Yearly reviews at first Comm meeting	Make sure it is on the club calendar New child safety officer appointed	Feb 2020 committee meeting
	2.4 Your Child Safe Policy promotes the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds and the safety of children with a disability?	Yes	1 Adopted CV Child Safe Policy and ACF National Member Protection Policy 2.as per 1.3		

	2.5 Your Child Safe Policy includes requirements relating to <a href="#">Failure to Disclose</a> and <a href="#">Failure to Protect</a> legislative requirements?	Yes	1.Adopted CV Child Safe Policy and ACF National Member Protection Policy	Ensure in coach agreement. Put it in policy.	Feb 2020
	2.6 Your Child Safe Policy is in alignment with the approach of your National Sporting Organisation	Yes	1.Adopted CV Child Safe Policy and ACF National Member Protection Policy 2.as per 1.9		
<b>STANDARD 3</b> Code of Conduct	3.1. There is a Code of Conduct that explains acceptable and unacceptable behaviour of staff, volunteers and children	Yes	1.Adopted CV Child safe policy 2.As above		Review September 2020
	3.2. The Code of Conduct is well known by your organisation's staff, volunteers, children and families and they are required to comply with it	Yes	1 On Club website 2. Review & reminder at start of each year		March 2020
	3.3. Your policies clearly explain how concerns regarding the Code of Conduct can be raised and how breaches of the Code of Conduct will be responded to	Partially	1. Adopted Child Safe Code of Conduct and specifically outlines who the Child Safe Officer is and how to contact them. 2 As above	Double check – including Child safety officer changed.	
	3.4. You have considered if additional Codes of Conduct are required (such as applying to parents or children)	Yes	1. Club has Child Safe Code of Conduct. 2.Participant code of conduct		Review September 2020
	3.5. Your Code of Conduct is in alignment with your National Sporting Organisations Child Safe Framework	Yes	1.Adopted ACF & CV codes of conduct 2.As above 1.9 & 2.6		

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<b>STANDARD 4</b> Human Resource Practices	4.1. You have clear position descriptions for staff and volunteers that includes the organisations commitment to child safety	Yes	1. Have Club position descriptions. 2. Done as part of Bronze star program 3. Coaches sign off on ACF Code of Conduct yearly		
	4.2. You have documented recruitment procedures including interview processes, referee checks, Working with Children Checks and other screening requirements	Yes	1. Have Coaching Contracts and Checklists to be complete. 2. Done via Bronze star program 3.WCC numbers now on address list	Wear WWC card on lanyard at comp	
	4.3. Staff and volunteers are trained in child safety, understand and practice appropriate behaviour, including with Aboriginal children, culturally and/or linguistically diverse children and children with a disability respectively	Yes	1. Coaches to participate in Child Protection Training. 2. As above	All Coaches and Committee to be asked to complete the PBTR – Child Protection online course.	
	4.4. You have robust staff and volunteer performance management strategies in place	Yes	1. At employment meeting, committee reviews coaches, performance and assess their suitability to continue.		
<b>STANDARD 5</b> Responding and Reporting	5.1. You have a process for reporting and acting on disclosures or concerns about child safety	Yes	1. Adopted ACF National Member Protection Policy, CV Child Safe Policy & Club Child Safe Policy 2.Child safety officer 3.Grievance officer	Tell members who they are Flow chart	
	5.2. Your staff and volunteers are aware of their responsibility to report concerns of harm	Yes	1. All coaches, committee and volunteers are required to read and sign off the Child Safe Code of Conduct. 2. As above	All Coaches and Committee to be asked to complete the PBTR – Child Protection online course.	All coaches, volunteers and committee to sign the commitment to child safe standards in 2020
	5.3. You have policies and procedures concerning record keeping requirements, confidentiality and privacy	Yes	1. All coaches and volunteers are required to keep records and ensure confidentiality and privacy is maintained. 2. Signed privacy statements 3. Incident report available on website		

	5.4. You have a complaints process that is accessible for children and families	Yes	1. Grievance and Complaints processes available in club handbook. 2. Complaints handling procedure available on members page of website	Put on website Name officers	Completed updated Dec 2019 to reflect new committee
	5.5. You have child friendly processes in place to ensure children know who to talk to if they feel unsafe or have a concern	Partially	1. Child Safe Officer appointed and communicated via Club handbook 2. As above	Look at further ways to educate kids and coaches	Ongoing 2020
	5.6. The organisation understands that if an allegation of abuse concerns an Aboriginal child, culturally and/or linguistically diverse child or child with a disability, particular measures should be taken to support the child	Yes	1. Adopted ACF National Member Protection Policy and CV Child Safe Policy. 2. As above	All Coaches and Committee to be asked to complete the PBTR – Child Protection online course. New committee to complete and review current to make sure all in date	
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<b>STANDARD 6</b> Identify & Remove Risks	6.1. Your organisation undertakes risk assessments and has an organisational Risk Management Plan	Partially	1. Risk Assessment and Risk Management Plan in place 2. annual risk assessments scheduled in calendar	Put on calendar for review at first meeting each year. New assessment to be completed now back in hall	Feb/March 2020
	6.2. Undertaking, monitoring and reviewing the risk management plan the designated responsibility of a specific staff member	Yes	1. Committee to review yearly at start of the year. 2. Attend seminars or online courses in need.		
	6.3. In undertaking your risk assessment, you specifically consider the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds and the safety of children with a disability	Yes	1. Adopted ACF National Member Protection Policy and CV Child Safe Policy 2. As above		

<b>STANDARD 7</b> Participation of Children	7.1. Reporting procedures are accessible for all children	Partially	1.In Club handbook 2. discussion with Children	Laminated Poster up on hall wall	Ongoing 2020
	7.2. Children have been given information to understand their rights and how to raise any concerns	Partially	1.Discussed at class 2. Posters 3.Education of coaches and volunteers	-Discuss at class - posters up at the club regarding child safety -information available to public that we are child safe standards	
	7.3. Children can expect to feel safe, empowered and taken seriously if they raise concerns	Yes	1.Discussed at class 2. as per 7.2		
	7.4. Measures are taken to promote the cultural safety of Aboriginal children, the cultural safety of culturally and/or linguistically diverse children and the safety of children with a disability	Yes	1.Club child safe policy in place 2. As above		