



CHILD SAFE POLICY

Purpose

This policy was written to demonstrate the strong commitment of the management, staff and volunteers of the Malvern Tigers Basketball Club (“MTBC”) to child safety and to provide an outline of the policies and practices the MTBC has developed to keep everyone safe from any harm, including abuse.

Commitment to Child Safety

All children who are a part of the MTBC have a right to feel and be safe. The welfare of the children in our care will always be our first priority and the MTBC 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 was developed by the Club and in collaboration with Committee, staff, volunteers and the children who use our services and their parents.

This policy applies to all individuals involved in our organisation (paid and volunteer) including, but not limited to:

- Committee
- Administrators
- Coaches
- Officials
- Participants
- Parents/Carers
- 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.

Our committee, coaches, administrators and volunteers

This policy guides our committee, coaches, administrators and volunteers on how to behave with children at Malvern Tigers Basketball Club.

All our committee, coaches, administrators and volunteers must:

- Obtain a Victorian [Working with Children's Check](#) (WWC),
 - ensure a copy is uploaded via the Smart Sheet form emailed to you by the club at the commencement of each season
 - Add Malvern Tigers Basketball Club as an organisation; PO Box 2125 Wattletree Rd Post Office, Malvern East VIC 3145. Ph. 0410664494
- Undertake the Child Protection Online Training Module course via [Play by the Rules](#) and complete the survey.
 - Certificates must be sent to Emily Spinks our Child Safety Officer by email vicepresident@malverntigers.com.au

Additionally, all coaches:

- must provide MTBC with documentation of qualifications, or their intentions for further skill development and/or qualifications.

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. These concerns are referred to the Child Safety Officer to ensure appropriate action by the club is taken in line with the associated policy and rules.

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; and
- seek appropriate staff from diverse cultural backgrounds.

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 all staff and volunteers
- Require Working with Children Checks for relevant positions. (irrespective of the persons employment in relation to Working with Children Checks i.e. police officer, teacher, nurse etc.)
- Our commitment to Child Safety and our screening requirements are included in all advertisements and as part of the induction process for new staff or volunteers.

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.

Reporting a child safety concern or complaint

The Club has appointed Emily Spinks as Child Safety Officer with the specific responsibility for responding to any complaints made by staff, volunteers, parents or children. The child Safety Officer can be contacted by email vicepresident@malverntigers.com.au or 0410 664 494. Our child safety complaints process is outlined in the MTBC [Constitution](#) (Division 3 – Grievance Procedure). Disciplinary action may be taken in accordance with MTBC [Constitution](#) (Division 2 – Disciplinary Action).

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 in the following

situations: using change room facilities; using accommodation or overnight stays & travelling; physical contact when coaching or managing children; one-on-one training away from the team or parents' view;

Policy review

This Policy was passed by the Committee on 15th November 2023 and is effective from 15th November 2023. This Policy will be monitored & reviewed every year by the Committee and updated where appropriate.