



# East Gosford Football Club's Child Safe Policy

## **The purpose of this policy**

All children and young people at **East Gosford Football Club** have a right to feel safe and protected.

This policy:

- a) is part of **East Gosford Football Club's** ongoing commitment to protecting the children in our care from harm and abuse
- b) outlines the safeguards our club has put in place to minimise the risks to child safety
- c) sets out what is required from staff and volunteers so they know what is expected from them to keep children safe.

## **What is its purpose?**

Our policy is a document to:

- a) demonstrate your club's commitment to child safety
- b) minimise the risk of abuse and harm to children and young people
- c) inform staff and volunteers of what is required of them to keep children safe.

## **Our commitment to child safety**

Our club commits to ensuring we provide a safe environment for all children and young people.

## **Statement of Commitment to Child Safety**

At **East Gosford Football Club**, we are firmly committed to implementing and keeping an up to date and best practice Child Safe Policy.

## **Who this policy applies to**

Everyone involved with the club is responsible for applying this policy, including **staff, volunteers, contractors, children and young people, parents and carers, and the broader club community such as spectators**. The policy sets down what is required from everyone in the club when taking part in activities that involve children and young people.

## **Who is it for and what does it apply to?**

**East Gosford Football Club's** Child Safe Policy applies to – Committee members, Coaches, Managers, people in leadership roles, staff members, volunteers, contractors, children and young people, and families, carers and communities – and it **applies to all activities that relate to children**.

## **Your roles and responsibilities**

Everyone who is involved at the club who oversees child safety, whether an employee, volunteer or contractor, is expected to carry out the requirements specific to their role to keep children safe. This includes:

- a) upholding our club's commitment to child safety
- b) reading, and, if requested, signing as well as upholding the behaviour set out in our Child Safe Code of Conduct
- c) completing all assigned and ongoing child safe training
- d) taking part in our regular reviews of our child safe policies
- e) reporting all breaches of our policies or any allegations of child harm or abuse.

Our club's Child Safe Champion for 2024 is Graham Schmidt, our Child Protection Officer for 2024 is Dean Payne. Please contact them with any of your child-safety related questions or concerns.

## **Who is responsible for what?**

All Committee members, coaching staff, team managers, parents, volunteers, and any paid persons are responsible for child safety.

Staff are responsible for keeping all children safe. If anyone has any concerns or wishes to discuss the implementation of the Child Safe Policy or has any concerns please contact our Child Safe Champion for 2024 Graham Schmidt, or our Child Protection Officer for 2024 Dean Payne.

## **Definitions**

**Child abuse:** The World Health Organization refers to all types of child abuse as child maltreatment. It includes all types of physical or emotional ill-treatment, sexual abuse, neglect or negligence, which results in actual or potential harm to a child's health, survival development or dignity.

### **Psychological abuse**

Includes bullying, threatening and abusive language, intimidation, shaming and name calling, ignoring and isolating a child, and exposure to domestic and family violence.

### **Physical abuse**

Includes physical punishment such as pushing, shoving, punching, slapping and kicking, resulting in injury, burns, choking or bruising.

### **Sexual abuse**

Includes the sexual touching of a child, production, distribution or possession of child abuse material, and descriptions of sexual acts without a legitimate reason.

### **Grooming**

The process of manipulating a child or group of children, and sometimes those looking after them, to establish a position of trust so the child can later be abused, or and create an environment where abuse can occur.

### **Misconduct**

Inappropriate behaviour that may not be as severe as abuse, although could indicate that abuse is occurring and would often be in breach of an organisation Child Safe Code of Conduct\*, including showing a child something inappropriate on a phone, having inappropriate conversations with a child or an adult sitting with a child on their lap.

### **Lack of appropriate care**

Includes lack of supervision, not providing adequate nourishment, clothing, shelter or medical care, and lack of education.

## **Content overview**

This policy contains information on:

- a) supervision of children (outside of session times)
- b) managing drop off and pick ups
- c) online communication
- d) physical contact with children
- e) travel and overnight accommodation

### **Supervision of children (outside of session times)**

Children should not be left unsupervised outside of session times. The initial responsibility for this lies with the child's parents, guardians, carers or other designated person. If there is no one available from the above list the child's coach or manager should take responsibility for the supervision of the child until such time as the child is taken into responsible care. If at all possible the person supervising should not be alone with a child. If the coach or manager is unable to provide supervision they must contact a member of the Committee to organise appropriate supervision.

### **Managing drop off and pick ups**

Parents, guardians, carers or other designated persons are initially responsible for dropping off and picking up children from authorised sessions and games. Where these persons are unable to drop off or pick up their child at a time reasonably close to the time of commencement or completion of the session or game, contact should be made with the coach, manager or members of the committee to ensure the safety of the child. Children should not be left unsupervised.

### **Online communication**

Direct online communication with individual children should not occur without strict guidelines. These guidelines include making sure other parties are copied into the communication so that there can be no doubt that grooming or other unacceptable behaviours are possible. Groups where information is provided to all members (notifying times and dates of training, games etc) are acceptable so long as the content is appropriate.

### **Physical contact with children**

Physical contact with children is only appropriate in very limited circumstances. This may include demonstrating or guiding children in activities necessary for their learning. **Under no circumstances should this be done when the demonstrator is alone with the child.** Ideally, there will be other adults in attendance to ensure proper supervision of the activities.

### **Travel and overnight accommodation**

Where travel and overnight accommodation is necessary the details should be discussed with all parties including the club committee, parents / guardians, coaches, and managers of all children involved. There should be strict limits on the number of children per responsible adult. Whilst there are no specific guidelines it would seem appropriate that a ratio of one adult per five children may be a reasonable starting point.

### **What is in this policy?**

This is the body of our policy and is a list of what it covers. It includes items from **East Gosford Football Club's** policy in addition to any the following (or anything else that may be specific to our club environment):

- a) transportation of children
- b) photography and the use of images
- c) use of personal electronic equipment
- d) alcohol, drugs, cigarettes, vapes and pornography
- e) inappropriate conversations
- f) gifts and benefits
- g) personal and intimate care.

### **Transportation of children**

Transportation of children by other than those directly responsible for the child should only happen with the express permission of those responsible for the child. The transportation of these children should not be done without other persons in the vehicle.

### **Photography and the use of images**

Photography and the use of images should only occur in accordance with privacy regulations and so as not to put any child at risk. The use of video of games and or other activities should not be publicly shared without the express permission of all those filmed. As this may include children from other clubs it would seem virtually unrealistic to gain such permissions. Any forwarding by any parties of photographs or videos is the responsibility of those parties forwarding the material and those parties hold **East Gosford Football Club** without fault in any matter arising from such distribution.

### **Use of personal electronic equipment**

Use of personal electronic equipment is restricted by privacy legislation. The use of such equipment must not create any situation where children can be put at harm or abuse.

### **Alcohol, drugs, cigarettes, vapes and pornography**

The use of alcohol, drugs, cigarettes, and vapes is **strictly prohibited** in and around any areas being used by children. Pornography is not acceptable under any circumstances. It is important to stress that any illegal activity that is occurring **must be reported**. Adults who failure to report these activities may be committing a criminal offence.

### **Inappropriate conversations**

Inappropriate conversations will not be tolerated. These conversations may be grooming, psychological abuse, of a sexual nature or age inappropriate including swearing. Any matters should be reported.

### **Gifts and benefits**

Gifts and benefits should not be provided to individual children, unless they are items such as minor player of the week awards or similar. These awards should be provided on a fair and reasonable basis across the whole playing group, at an appropriate time and in the presence of other persons.

### **Personal and intimate care**

Personal and intimate care should only be provided by appropriate persons such as parents, guardians, carers, and trained medical personnel.

## **References to other child safe policies**

**East Gosford Football Club** has created a number of other policies that relate to child safety. These include our:

- a) Child Safe Code of Conduct
- b) Child Safe Reporting Policy
- c) Child Safe Recruitment, Induction and Training Policy
- d) Child Safe Risk Management Plan.

Each of these policies will be found as standalone documents on our website.

## **Related policies**

Include references to any other documents your club has created that relate to child safety such as a reporting policy, risk management plan or any other child safe policies your club has created to keep the children in your care safe from harm.

- a) change room etiquette
- b) out-of-hours contact
- c) illness and injury management.

### **Change room etiquette**

As there are only three change rooms available and a possibility of 12 teams playing at any time the use of change rooms becomes potentially problematic. The change room inside the clubhouse is normally reserved for the home team playing on Field 1.

Care needs to be taken when using any of the change rooms to ensure that the no child is put in a position where they feel uncomfortable.

### **Out-of-hours contact**

Out-of-hours contact with an individual child should not occur. Everyone needs to ensure they are not contacting children individually. If an individual needs to be contacted then another adult, preferably the child's parent/guardian/carer, needs to be involved in the correspondence, telephone call, text or other means of contact.

### **Illness and injury management**

Illness and injury management should preferably be performed by duly qualified persons. Any necessary initial assessment should be undertaken with other persons as witnesses. This will give the child some chance to express any awkwardness they may be feeling. If there is any doubt as to the treatment then appropriate medical advice or an ambulance should be called.

### **Legal requirements**

**East Gosford Football Club** is required to understand and comply with a number of child protection standards and laws. These include:

- a) 10 Child Safe Standards
- b) Children's Guardian Act 2019
- c) Child Protection (Working with Children) Act 2012
- d) Child Protection (Working with Children) Regulation 2013

### **Related legislation**

To demonstrate our club takes legislative requirements seriously, it's important for us to include a list of the relevant legislations and regularly review our obligations.

Our Child Safe Policy also includes information on how we intend to publicise your policy, which we look at in the next part, and a date on when you intend to review and evaluate it, which we discuss in the last part of the module.

### **Where you can find our Child Safe Policy**

Our Child Safe Policy will be found on our website. We also intend to send out via an email a copy with all new registrations, and in the first instance all

members. Anyone involved in our community can request a copy via email at any time.

### **Publication details**

We intend to publish our Child Safe Policy. It will be on our website or available on a noticeboard in our club canteen area. We may send out regular reminders that it exists through our social media.

### **Next review date**

**12 November 2024**, or earlier if there are any critical incidents.

### **Review of our policy**

After the date when you plan to review and evaluate your policy (12 November 2024), it should then be at least annually and after any critical incidents.

Everyone involved in our club, including children and young people, are invited to participate in the review.