



## Child safe policy

**Policy Statement: Riviera Triathlon Club is committed to child safety.**

We expect children will be safe, happy and supported. We encourage and respect all children, both members and volunteers.

We are committed to the safety, participation and support of all children.

We have zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously and consistently.

We recognise and will honour our legal and moral obligations to contact authorities when we are worried about a child's safety.

Riviera Triathlon Club is committed to preventing child abuse through identifying risks early and removing and reducing these risks.

We support and respect all children, as well as our adult members and volunteers.

We have specific policies, procedures and training in place that support our leadership team, members and volunteers to achieve these commitments.

### Our children

This policy is intended to empower children who are vital and active participants in our club. We involve them when making decisions, especially about matters that directly affect them. We listen to their views and respect what they have to say.

We promote diversity and tolerance in our club, and people from all walks of life and cultural backgrounds are welcome. In particular we:

- promote the cultural safety, participation and support of children from culturally and/or linguistically diverse backgrounds
- ensure that children with a disability are safe and can participate equally.

### Our Members and volunteers

This policy guides our members and volunteers on how to behave with children in our club.

All of our members agree to abide by our code of conduct upon renewing their annual membership whilst volunteers must agree to abide by our code of conduct before commencing any activity.

### Training and supervision

Training and education is important to ensure that everyone in Riviera Triathlon Club understands that child safety is everyone's responsibility.

Our club culture aims for all members and volunteers (in addition to parents/carers and children) to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns. We train our members and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

We also support our members and volunteers through ongoing supervision to: develop their skills to protect children from abuse; the cultural safety of children from all backgrounds.

New members and volunteers will be supervised regularly to ensure they understand the commitment of our club to child safety and that everyone has a role to play in protecting children from abuse, as well as checking that their behaviour towards children is safe and appropriate (please refer to this club's code of conduct to understand appropriate behaviour further). Any inappropriate behaviour will be reported through appropriate channels, including the Department of Health and Human Services and Victoria Police.

## Recruitment

All people engaged in child-related work, including members, volunteers, visiting trainers and contractors, are required to hold a Working with Children Check and to provide evidence of this Check. Please see the [Working with Children Check](http://www.workingwithchildren.vic.gov.au) website <www.workingwithchildren.vic.gov.au> for further information.

## Fair procedures for personnel

The safety and wellbeing of children is our primary concern.

We record all allegations of abuse and safety concerns using our incident reporting form, including investigation updates. All records are securely stored.

## Privacy

All personal information considered or recorded will respect the privacy of the individuals involved, whether they be members, volunteers, parents or children, unless there is a risk to someone's safety. We have safeguards and practices in place to ensure any personal information is protected. Everyone is entitled to know how this information is recorded, what will be done with it, and who will have access to it.

## Legislative responsibilities

Riviera Triathlon Club takes our legal responsibilities seriously, including:

- **Failure to disclose:** Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.<sup>1</sup>
- **Failure to protect:** People of leadership in Riviera Triathlon Club will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.<sup>2</sup>
- Any personnel who are **mandatory reporters** must comply with their duties.<sup>3</sup>

---

<sup>1</sup> A person will not commit this offence if they have a reasonable excuse for not disclosing the information, including a fear for their safety or where the information has already been disclosed.

Further information about the failure to disclose offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence>.

<sup>2</sup> Further information about the failure to protect offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence>.

<sup>3</sup> Mandatory reporters (doctors, nurses, midwives, teachers (including early childhood teachers), principals and police) must report to child protection if they believe on reasonable grounds that a child is in need of protection from physical injury or sexual abuse.

See the Department of Health and Human Services website for information about [how to make a report to child protection](http://www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first) <www.dhs.vic.gov.au/about-the-department/documents-and-resources/reports-publications/guide-to-making-a-report-to-child-protection-or-child-first>.

## Risk management

In Victoria, clubs are required to protect children when a risk is identified (see information about failure to protect above). In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children.

We actively minimise opportunities for adults to be along with Children and young people.

## Regular review

This policy will be reviewed every two years and following significant incidents if they occur. We will ensure that families and children have the opportunity to contribute. Where possible we do our best to work with local Aboriginal communities, culturally and/or linguistically diverse communities and people with a disability.

## Allegations, concerns and complaints

Riviera Triathlon Club takes all allegations seriously and has practices in place to investigate thoroughly and quickly. Our members and volunteers are trained to deal appropriately with allegations.

We work to ensure all children, families, members and volunteers know what to do and who to tell if they observe abuse or are a victim, and if they notice inappropriate behaviour.

We all have a responsibility to report an allegation of abuse if we have a reasonable belief that an incident took place (see information about failure to disclose above).

If an adult has a **reasonable belief** that an incident has occurred then they must report the incident. Factors contributing to reasonable belief may be:

- a child states they or someone they know has been abused (noting that sometimes the child may in fact be referring to themselves)
- behaviour consistent with that of an abuse victim is observed<sup>4</sup>
- someone else has raised a suspicion of abuse but is unwilling to report it
- observing suspicious behaviour.

### ***Related Documents:***

-Code of conduct

-Social media policy

---

<sup>4</sup> For example behaviour, please see [An Overview of the Victorian child safe standards:](http://www.dhs.vic.gov.au/__data/assets/word_doc/0005/955598/Child-safe-standards_overview.doc)  
<www.dhs.vic.gov.au/\_\_data/assets/word\_doc/0005/955598/Child-safe-standards\_overview.doc>