



YARRA PLENTY SWIMMING CLUB

Child Safe Policy

This policy applies to the interaction between children and employees, volunteers, parents and participants of all programs, activities and operations of Yarra Plenty Swimming Club (the Club).

Purpose

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

Commitment to Child Safety

All children who are a part of the Club have a right to feel and be safe. The welfare of the children in our care will always be our first priority and the Club has a zero tolerance to child abuse. The Club is committed to the safety and wellbeing of all children who access any of our programs, services, activities or events and aims to create a child safe and child friendly environment where the Club's activities are always carried out in the best interests of the children.

Related Documents

This policy must be read in conjunction with:

- Swimming Australia Safe Sport Framework
- Swimming Victoria Code of Conduct/Commitment Statement
- Swimming Australia/ Swimming Victoria Privacy Policy
- The Club's Constitution & By Laws
- The Club's Code of Conduct
- The Club's Photography Policy

Application of this Policy

This policy was developed by the Committee, and with the assistance of Swimming Victoria.

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

- Yarra Swim School employees
- Administrators
- Coaches
- Officials
- Team Managers
- Participants
- Parents and 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.



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.

The Club is committed to reducing the risk of any child abuse occurring.

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, their parents, or anyone who raises a concern with us.

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.

The Club welcomes all children and is committed to providing appropriate learning and aquatic development experiences that support full access and participation for all. We believe that each child is unique, and we will work in partnership with families and other professionals involved with the child, to provide the support needed, so each child can reach their full potential.

Recruiting employees

The Club takes the following steps to ensure best practice standards in the recruitment and screening of employees:

- Interview and conduct referee checks on all new employees,
- Require police checks for all new employees and Working with Children Checks for all employees or where required by the Working With Children Act 2005 (Vic),
- Our commitment to Child Safety and our screening requirements are included in all advertisements and as part of the induction process for new employees.

Engaging Volunteers

The Club takes the following steps to ensure best practice standards in the engagement and screening of Committee members and volunteers:

- Require Working with Children Checks for all Committee members or where required by the Working With Children Act 2005 (Vic)
- Require police checks and Working with Children Checks for all Committee members or volunteers where an overnight stay is involved, including camps.



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 a Code of Conduct to provide guidance to all individuals involved with the Club and this document is provided to all new families and Committee members and is available via our website for all other participants. All Yarra Swim School employees undertake training on an annual basis to ensure compliance with the various Policies specific to the management of the Centre.

Reporting a child safety concern or complaint

The Club has appointed a Child Safety Officer with the specific responsibility for responding to any complaints made by staff, volunteers, parents or children. Our complaints process is in accordance with Swimming Australia Safe Sport Framework Part 4 and summarised in Swimming Victoria Safe Sport Reporting Process. The contact details for the Child Safety Officer can be located on our website and on the Centre Notice Board.

Risk Management

We recognise the importance of a risk management approach to minimising the potential for child abuse or harm to occur and we 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.

The Club understands that there are differing needs for children attending the venue and it is with this view that we clarify the use of the facility as it applies to Schools Groups. We reiterate our commitment to child safety and, as outlined in the School Group Booking Terms and Conditions, we undertake to ensure the safety of all children in accordance with these Terms. Where a School Group has exclusive use of the facility, the use of the change rooms by teachers or parent helpers with a Working With Children Check, will be permitted in accordance with the requirements of the school. For example: female teachers or parent helpers may be permitted in the male change rooms where the school has adopted this practice with the knowledge and approval of the individual school.

In all circumstances, with the exclusion of Schools Groups (as outlined above), the Club undertakes to reduce the risk of child abuse occurring, persons in positions of authority to whom this policy applies should avoid direct, unsupervised contact with children in accordance with codes of behaviour outlined in Part 3 of Swimming Australia Safe Sport Framework and outlined in the following specific examples.

- Change Room arrangements:
 - a) supervise children or young people in change rooms whilst balancing their need for privacy;
 - b) avoid one-to-one situations with children or young people in a change room area;

- Overnight Stays and Sleeping Arrangements:

Overnight stays are to only occur with the authorisation of parents/carers and appropriate Senior Persons in swimming and there are particular standards of behaviour that must be upheld as outlined in Swimming Australia Safe Sport Framework Section 3.6(l).



- Transporting children:

Persons in positions of authority can only transport children and young persons in circumstances that are directly related to the delivery of swimming programs, activities, services or events and only with express authorisation of a Senior Person and the parent(s)/carer(s).

- Physical Contact:

Physical contact must be appropriate to delivery of swimming programs, activities, services and events (eg, fitting goggles) and based on the needs of the child or young person (ie. To comfort if distressed).

- Training Sessions:

In the instance of 1 child turning up for training at the Yarra Plenty Pool, and there is only 1 coach present, this training session will either be cancelled or the parent is requested to remain at the pool for the entire training session. If the training session is cancelled, the parent will be required to pick up the child immediately.

Reviewing this policy

This policy will be reviewed every year and we undertake to seek views, comments and suggestions from children, parents, carers, staff and volunteers involved in the Club.

