

**The Port Adelaide Caledonian Society Inc.**  
**POLICY NO. 3**  
**CHILD PROTECTION POLICY**

**POLICY STATEMENT:**

The Port Adelaide Caledonian Society Inc. (PACS), in pursuing its main Objects and Purposes as outlined in the Constitution of the PACS, is committed to providing an environment that is safe for children. The Society will not accept any form of mistreatment of children, in particular child sexual mistreatment. This occurs when a child (defined as a person under the age of 18 years) has been exposed or subjected to sexual behaviours or acts which are exploitative and/or inappropriate to his or her developmental level. Such behaviour involves a wide range of sexual activities, which exploit children, and includes forcing, tricking, bribing, threatening or pressuring a child into sexual activity. Children should be free to take part in the activities promoted by the PACS without exposure to the risk of child abuse. The abuse of youth members, by other members or external sources, is not acceptable and the Society encourages all incidents of such abuse as described above to be reported to the appropriate authorities.

**OBJECTIVES:**

- Officials, teachers, team co-ordinators and management personnel have a responsibility to provide safeguards to protect the well being of those under the age of 18 years.
- Key principles providing the basis for effective risk management strategies in relation to child protection include:

Awareness – identifying the possible risks and creating awareness among officials, coaches and parents of the issues surrounding child abuse and the procedures in place to deal with any problems which may arise.

Communication - open communication provides the basis for increasing awareness of what is being done to prevent and manage the issue of child abuse.

**GENERAL GUIDELINES:**

- Intimidating and offensive behaviour is not acceptable in any sport and recreation setting.
- From a risk management perspective, organisations need to be aware of their responsibilities to their members and the resultant duty of care that this demands.
- Identification of child abuse is not easy and extreme care needs to be taken when dealing with suspected cases.

**RISK SITUATIONS:**

Potential risk situations may include:

- Private or one on one coaching/teaching sessions
- Travel arrangements to and from competitions and training
- Changing rooms
- Inappropriate touching during technical instruction
- Excessive negative criticism, threats and bullying
- Lack of adequate supervision and inappropriate equipment

**PROCEDURES FOR SUSPECTED ABUSE:**

Possible sources of information:

- When a youth tells you they have been abused
- When someone else tells you a youth has been abused
- A youth tells you they know someone who has been abused
- You observe a youth member's behaviour and/or injuries and your knowledge leads you to suspect abuse
- You observe a members abuse of another member

What to do:

- Ensure the youth is safe if they are in your care
- Maintain the safety of other youth members

Obtain and document the following:

- The youths name, age and address
- Your reason for suspecting abuse (i.e. observation, injury, information)
- Your assessment of danger posed to the youth including information pertaining to the alleged perpetrator
- What arrangements if any, exist for the immediate protection of the youth
- What involvement, if any, other agencies have in dealing with the victim
- Make immediate, direct and confidential contact with a member of your clubs executive
- Consult with them on how to proceed and to make a formal report
- Anonymous claims of abuse or breaches of the above Code and policies are to be taken seriously and immediately reported to the Association's Executive or appointed person for investigation
- Report the matter to the Child Abuse Unit within the Police Force
- Report the matter to Family and Children's Services

#### **RESPONSIBILITIES OF STATE EXECUTIVES:**

- Officials, teachers, team co-ordinators and management personnel must agree to abide by the appropriate code of conduct and sign this document each season
- Assume responsibility for matters concerning the coaching, training and development of volunteers
- Train officials and team personnel in the importance of the overall welfare and well being of team members when travelling
- Ensure that team personnel are aware of their responsibilities to maintain a duty of care towards team members and an accountability for the management of the team
- Ensure that team personnel are aware that any physical contact with others is:

Appropriate to the situation

Necessary for the persons skill development

- Ensure that team personnel provide a safe environment for training and competition
- Ensure that team personnel operate within the rules of the Association
- Show professional in all actions, language, presentation and manner
- Resolve conflicts fairly and promptly through established procedures
- Maintain strict impartiality

#### **SAFEGUARDS:**

Do not engage, or allow others to engage in any of the following:

- Abusive initiation ceremonies
- Sleeping in closed quarters with youths without a second adult representative or parent
- Aggressive, physically distressing or sexually provocative activities
- Sexually suggestive comments about or to a youth
- Inappropriate or intrusive touching of a youth during technical instruction or at other times
- Private or one on one coaching/teaching sessions
- Travel arrangements to and from competitions and training that could lead to any suggestion of inappropriate behaviour
- Situations in changing rooms where members are left alone with adults
- Excessive negative criticism, threats and bullying
- Lack of adequate supervision

Maintain an open door policy at all times when conducting trainings, meetings or other gatherings. Invite all youths, parents, friends and visitors to participate particularly when speaking to children, transporting them to events and at all Association functions.

**This Policy will be implemented and enforced as from (1 July 2012).**

**Approved:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date of Original Policy:** \_\_\_\_\_

**Date Reviewed:** \_\_\_\_\_