

CROQUET ASSOCIATION QUEENSLAND INC.



Policy: 9. - JUNIORS AND U/21 POLICY

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DUTY OF CARE FOR U18 PARTICIPANTS IN CAQ EVENTS AND PROGRAMS

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INTRODUCTION

Croquet Association of Queensland, in providing a safe environment for all its members, will work in an open environment treating all young people with respect and dignity; putting their welfare before winning or achieving goals.

PURPOSE

This policy provides a framework for ensuring that children are safe and well supervised when they participate in events and programs hosted by the Croquet Association of Queensland (CAQ).

POLICY

Croquet Association of Queensland is committed to providing an environment for children that is safe from sexual, physical, psychological and emotional harm. This commitment applies to all aspects of the preparation of all players vying to be selected by the CAQ to play in an event and during the event. This commitment to child safety includes training, coaching, selection as well as transport and accommodation in the lead up to events and training squads.

SCOPE

A child is any person under the age of 18 years. (United Nations: Convention on the Rights of the Child)

For the purposes of this policy, it is interpreted that event and program participants are considered to be a child if they are under the age of 18 years on the first date of competition.

This policy is based on the ACA Member Protection Policy, specifically Sec 7.1 that requires all *Croquet Australia* members place the safety and welfare of children above all other

considerations. This involves prohibiting abuse of children, providing opportunities for juniors to provide feedback on their development, and carefully selecting, screening and educating people whose role is to work with children to develop them as croquet players.

The United Nations Conventions on the Rights of the Child, and in turn the WCF Child Protection Guidelines, also provide a foundation for this policy.

CAQ has a duty of care to all players, but it has a specific commitment to provide a safe environment for children. An important part of this commitment is ensuring that each child has a supervisor that is qualified for that role. The supervisor can be an ACA employee or a volunteer.

SUPERVISION AND SUPERVISORS

Every player under 18 is *required to nominate and have a supervisor acceptable to their parent or guardian.*

CAQ requires staff and volunteers working with children to possess the certification recognised by their state, as follows in

- New South Wales, Working with Children Check (<http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check>)
- Victoria, Working with Children Check (<http://www.workingwithchildren.vic.gov.au>)
- Queensland, Blue Card System (<https://www.bluecard.qld.gov.au>)
- Western Australia, Working with Children Check (<http://www.checkwwc.wa.gov.au/checkwwc>)
- South Australia, Department of Community and Social Inclusion Screening (<https://www.dcsi.sa.gov.au/services/screening>)
- Tasmania, Working with Children Registration (http://www.justice.tas.gov.au/working_with_children/application)
- ACT, Working with Vulnerable People (WWVP) Registration (https://www.accessc Canberra.act.gov.au/app/answers/detail/a_id/1804)
- NT, Department of Children and Families (http://www.childrenandfamilies.nt.gov.au/Child_Protection/)

CAQ strongly recommends staff and volunteers working with children to undertake one of the following two online courses:

- Play By The Rules (PBTR) – Child Protection: <https://learning.ausport.gov.au/mylearning/catalogue/index?menu=Home#/detail?page=1&pageSize=10&tab=null&details=%2Fmylearning%2Fcatalogue%2Fdetails%2F4dc53cfd-15c1-e311-8ac2-0010189e35e6>
Australian Sports Commission online course specifically for Child Protection
- Member Protection Information Officer online course: http://www.ausport.gov.au/supporting/integrity_in_sport/resources/mpio_education
Australian Sports Commission online course with several modules – one of which is Child Protection (above)

The WCF Child Protection Policy Guidance document goes further (Section 13 Recruitment and training of staff and volunteers). This document insists on pre-selection checks of staff and volunteers. A Supervisor must accompany all players under 18. This will involve travel and accommodation costs to attend training squads, preliminary events and the World Championship itself.

For WCF events, the WCF and the ACA have separate and joint responsibilities to players from all countries. The WCF is responsible for taking nominations of entries for the players. Whenever a member association nominates a child, such nomination must be accompanied by:

- WCFCP Form 1 Under Age Release;
- WCFCP Form 2 Child Protection Medical Information.

Both of these forms require the signature of the child's parent / guardian. The Underage Release Form also requires the signature of a responsible person on behalf of the nominating member association.

USE OF IMAGES

CAQ requires that individuals and associations, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. CAQ also requires the privacy of others to be respected and disallows the use of camera phones, videos and cameras inside changing areas, showers and toilets.

If an image of a child is used, CAQ will avoid naming or identifying the child or it will, wherever possible, avoid using both the first name and surname. CAQ will not display personal information such as residential address, email address or telephone numbers without gaining consent from the parent/guardian. We will not display information about hobbies, likes/dislikes, school, etc. We will only use appropriate images of a child, relevant to croquet and ensure that the child is suitably clothed in a manner that promotes the sport, displays its successes, etc. Where possible CAQ will seek permission to use these images.

WHAT CONSTITUTES CHILD ABUSE

The definition and examples of child abuse are described in the ACA Member Protection Policy Section 11.3 (Dictionary), as follows:

Child abuse relates to children at risk of harm (usually by adults, sometimes by other children) and often by those they know and trust. It can take many forms. Children may be harmed by both verbal and physical actions and by people failing to provide them with basic care. Child abuse may include:

- Physical abuse by hurting a child or a child's development (e.g. hitting, shaking or other physical harm; giving a child alcohol or drugs; or training that exceeds the child's development or maturity).
- Sexual abuse by adults or other children where a child is encouraged or forced to watch or engage in sexual activity or where a child is subject to any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography including child pornography or inappropriate touching or conversations).
- Emotional abuse by ill-treating a child (e.g. humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a child).
- Neglect (e.g. failing to give food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury).

The WCF Protection Policy Guidance document outlines common signs of abuse in Section 17.

RESPONDING TO CLAIMS OF ABUSE

An allegation of child abuse is a very serious matter and will be handled with a high degree of sensitivity. It is not the responsibility of anyone working in the CAQ or its member associations in a paid or unpaid capacity to decide whether or not child abuse has taken place. However, there is a responsibility to act on any concerns by reporting these to the appropriate authorities.

All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. A person will not be victimised for reporting an allegation of child abuse and the privacy of all persons concerned will be respected.

The ACA Member Protection Policy Attachment C4 (Investigation Procedure - Child Abuse) clearly defines a 4-step procedure for responding to a claim of child abuse. The steps from this document that must be followed are:

1. Initial receipt of an allegation
2. Report allegations
3. Protect the child and manage the situation
4. Internal action

After these steps have been completed, the form at ACA Member Protection Policy Attachment E3 (Confidential Record of Child Abuse Allegation) must be completed and stored confidentially and securely along with any notes of the incident. The completed form and notes will be provided to the relevant authorities should they require them.

The WCF Child Protection Policy Guidance Section (Section 14 Responding to allegations or suspicions) document is a useful resource for handling the aftermath of abuse.

RELATED POLICIES

ACA Member Protection Policy (<http://www.croquet-australia.com.au/aca-mpp-approved-by-asc-may-2014-copy.pdf>) - specifically Section 7.1 Child Protection Policy, Attachment C4 – Investigation Procedure – Child Abuse and Attachment E3 – Confidential Record of Child Abuse Allegation

WCF Child Protection Policy – Guidance (<http://www.wfcroquet.org/joomla/Guidance/WCF-Child-Protection-Policy-Guidance.pdf>)

WCF Child Protection Under Age Release
(<http://www.wfcroquet.org/joomla/Guidance/WCF-CP-Form-1-Under-Age-Release.pdf>)

WCF Child Protection Medical Information
(<http://www.wfcroquet.org/joomla/Guidance/WCF-CP-Form-2-Child-Protection-Medical-Information.pdf>)

CAQ Coaching Policy

AUTHORISATION

Management Committee, Croquet Association Queensland