



Bunbury & Districts Softball Association Inc

Teeball ● Junior Softball ● Senior Softball



BADSA Child Protection Policy

INTRODUCTION

The Bunbury & Districts Softball Association Inc. (BADSA) is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse.

Everyone involved in the Association is responsible for the care and protection of children and reporting information about child abuse.

BADSA acknowledge that our members and volunteers make a valuable contribution to the positive experiences of children involved in our sport. BADSA is committed to the safety and wellbeing of all children and young people accessing our services and to providing a safe, family friendly environment for all.

PURPOSE

The purpose of this policy is

1. To facilitate the prevention of child abuse occurring within the Bunbury & Districts Softball Association Inc.
2. To ensure Bunbury & Districts Softball Association Inc. meet the requirements of the *Working with Children (Criminal Record Checking) Act 2004 (the Act)*.
3. To work towards an organisational culture of child safety.
4. To prevent child abuse within the Association.
5. To ensure that all parties are aware of their responsibilities for identifying possible occasions for child abuse and for establishing controls and procedures for preventing such abuse and/or detecting such abuse when it occurs.
6. To provide guidance to members/parents/volunteers/contractors as to action that should be taken where they suspect any abuse within or outside of the organisation.
7. To provide a clear statement to members/parents/volunteers/contractors forbidding any such abuse.
8. To provide assurance that any and all suspected abuse will be reported and fully investigated.
9. To outline the requirements of the Bunbury & Districts Softball Association Inc. (BADSA) volunteers, parents and members that conduct 'child related work' within our Association.

BADSA is committed to promoting and protecting at all times the best interests of children involved in its programs.

All children, regardless of their gender, race, religious beliefs, age, disability, sexual orientation, or family or social background, have equal rights to protection from abuse.

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BADSA adopt a **zero tolerance** attitude towards child abuse.

Everyone involved in the BADSA is responsible for the care and protection of the children within our care and reporting information about suspected child abuse.

Child protection is a shared responsibility between all employees, workers, contractors, associates, and members of the Bunbury & Districts Softball Association community

BADSA will consider the opinions of children and use their opinions to develop child protection policies.

BADSA supports and respects all children, parents, staff and volunteers.

The Association is committed to the cultural safety of Aboriginal children, and those from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children living with a disability.

If any person believes a child is in immediate risk of abuse, telephone 000.

RESPONSIBILITIES

The **Board** of Bunbury & Districts Softball Association has ultimate responsibility for the detection and prevention of child abuse and is responsible for ensuring that appropriate and effective internal control systems are in place. The Board is also responsible for ensuring that appropriate policies and procedures and a Child Protection Code of Conduct are in place.

The **President** of Bunbury & Districts Softball Association is responsible for:

- Dealing with and investigating reports of child abuse;
- Ensuring that all members, contractors, and volunteers are aware of relevant laws, organisational policies and procedures, and the organisation's Code of Conduct;
- Ensuring that all adults within the BADSA community are aware of their obligation to report suspected sexual abuse of a child in accordance with these policies and procedures;
- Ensuring that all members, contractors and volunteers are aware of their obligation to observe the Code of Conduct (particularly as it relates to child safety);
- Providing support for members, contractors and volunteers in undertaking their child protection responsibilities.

All **Board** members and **Coaches** must ensure that they:

- Promote child safety at all times;
- Assess the risk of child abuse within their area of control and eradicate / minimise any risk to the extent possible;
- Educate others about the prevention and detection of child abuse; and
- Facilitate the reporting of any inappropriate behaviour or suspected abusive activities.

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The Board of Management should be familiar with the types of abuse that might occur within their area of responsibility and be alert for any indications of such conduct.

All **staff/volunteers/contractors** share in the responsibility for the prevention and detection of child abuse, and must:

- Familiarise themselves with the relevant laws, the Code of Conduct, and BADSA's policy and procedures in relation to child protection, and comply with all requirements;
- Report any reasonable belief that a child's safety is at risk to the relevant authorities (such as the police and / or the state-based child protection service) and fulfil their obligations as mandatory reporters;
- Report any suspicion that a child's safety may be at risk to any Board member (or, if the Board member is involved in the suspicion, directly to the President); and
- Provide an environment that is supportive of all children's emotional and physical safety.

DEFINITIONS

A **CHILD** is defined as any person under the age of eighteen (18) years.

Child related work (whether paid or unpaid), for the purposes of this policy includes but is not limited to any activity that involves or is likely to involve contact (physical contact, oral or written communication or electronic communication) with a child such as coaching, tuition, accommodation of a child (e.g. billeting of child players, (overnight camps or overnight stays, transportation services specifically for children or other such Association sanctioned children activities.

Child protection means any responsibility, measure or activity undertaken to safeguard children from harm.

Child abuse means all forms of physical abuse, emotional ill-treatment, sexual abuse and exploitation, neglect or negligent treatment, commercial (e.g. for financial gain) or other exploitation of a child and includes any actions that results in actual or potential harm to a child.

Child sexual assault is any act which exposes a child to, or involves a child in, sexual processes beyond his or her understanding or contrary to accepted community standards. Sexually abusive behaviours can include the fondling of genitals, masturbation, oral sex, vaginal or anal penetration by a penis, finger or any other object, fondling of breasts, voyeurism, exhibitionism, and exposing the child to or involving the child in pornography. It includes child grooming, which refers to actions deliberately undertaken with the aim of befriending and establishing an emotional connection with a child to lower the child's inhibitions in preparation for sexual activity with the child.

Parent is defined as follows:

- as the mother, father, stepfather, stepmother of the child; or

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- at law has responsibility for the long term care, welfare and development of the child; or the day-to-day care, welfare and development of the child (ie: Grandparent, Aunt, Uncle, Foster Carer); or
- is in a de facto relationship with a person referred to in either of the above; or
- is specified as the child's prospective adoptive parent under the *Adoption Act 1994* (WA).

Reasonable grounds for belief is a belief based on reasonable grounds that child abuse has occurred when all known considerations or facts relevant to the formation of a belief are taken into account and these are objectively assessed. Circumstances or considerations may include the source of the allegation and how it was communicated, the nature of and details of the allegation, and whether there is any other related matters known regarding the alleged perpetrator.

A 'reasonable belief' or a 'belief on reasonable grounds' is not the same as having proof, but is more than mere rumour or speculation.

A reasonable belief is formed if a reasonable person believes that:

- (a) The child is in need of protection,
- (b) The child has suffered or is likely to suffer "significant harm as a result of physical injury",
- (c) The parents are unable or unwilling to protect the child.

A 'reasonable belief' is formed if a reasonable person in the same position would have formed the belief on the same grounds. For example, a 'reasonable belief' might be formed if:

- (a) A child states that they have been physically or sexually abused;
- (b) A child states that they know someone who has been physically or sexually abused (sometimes the child may be talking about themselves);
- (c) Someone who knows a child states that the child has been physically or sexually abused;
- (d) Professional observations of the child's behaviour or development leads a professional to form a belief that the child has been physically or sexually abused or is likely to be abused; and/or
- (e) Signs of abuse lead to a belief that the child has been physically or sexually abused.

APPOINTMENTS OF NEW PERSONNEL

BADSA will undertake recruitment and screening process for all coaches and volunteers which aims to:

- Promote and protect the safety of all children under the care of the organisation;
- Identify the safest and most suitable people who share BADSA's values and commitment to protect children; and

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- Prevent a person from working within the Bunbury & Districts Softball Association if they pose a risk to children.

Bunbury & Districts Softball Association requires all coaches/volunteers to pass through the organisation's recruitment and screening processes prior to commencing their engagement with Bunbury & Districts Softball Association.

Bunbury & Districts Softball Association will undertake reference checks as part of the screening process.

Once engaged, coaches/volunteers must review and acknowledge their understanding of this Policy.

RISK MANAGEMENT

Bunbury & Districts Softball Association will ensure that child safety is a part of its overall risk management approach.

REQUIREMENTS

As part of our commitment and to meet our obligations under the *Working with Children (Criminal Record Checking) Act 2004 (the Act)* the following requirements must be met.

All BADSA volunteers (Board, committee members, staff and coaches) who are directly involved in working with children will be required to have a National Volunteer Police check or a valid Working with Children Check (WWC).

BADSA will conduct annual reviews of any National Volunteer Police checks that are required by the Association.

National Volunteer Police Check

The National Volunteer Police Check is designed to assist organisations adequately screen volunteers in working positions of financial trust or involved in working with children

Any BADSA parent, volunteer or member must have a valid WWC when carrying out child-related work in connection with an over-night camp.

Associated costs for applying for A Working With Children card is the responsibility of the applicant as it can be used State wide in any other role with any other organisation. BADSA will however cover the costs of a National Police Check for Volunteers which is a screening service specific to BADSA only and cannot be used for any other organisation..

BADSA has developed a flow diagram to guide the Association when undertaking the screening process of its volunteers. (*Member Screening for Bunbury & Districts Softball Association Inc.*)

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REPORTING

Any member, coach, volunteer or parent who has grounds to suspect abusive activity must immediately notify any Board member and complete a BADSA Child Abuse Report form (*BADSA form number 3*).

INVESTIGATING

If the appropriate child protection service or the police decide to conduct an investigation of this report, all members, parents, contractors or volunteers must co-operate fully with the investigation.

Whether or not the authorities decide to conduct an investigation, the President will consult with the authorities to determine whether an internal investigation is appropriate. If it is decided that such an investigation will not conflict with any proceeding of the authorities, the President may decide to conduct such an investigation. All members, parents, contractors and volunteers must co-operate fully with the investigation.

Any such investigation will be conducted according to the rules of natural justice. The President will make every effort to keep any such investigation confidential; however, from time to time other members of BADSA may need to be consulted in conjunction with the investigation.

After an initial review and a determination that the suspected abuse warrants additional investigation, the President shall coordinate the investigation with the appropriate investigators and / or law enforcement officials.

RESPONDING

If it is alleged that a member of the Association, Coach ,contractor or a volunteer may have committed an offence or have breached the organisation's policies or its Codes of Conduct the person concerned may be stood down (with pay, where applicable) while an investigation is conducted.

If the investigation concludes that on the balance of probabilities an offence (or a breach of the organisation's policies or Code of Conduct) has occurred then disciplinary action may follow, up to and including cessation of involvement with the Association and /or termination of membership. The findings of the investigation will also be reported to any external body as required.

PRIVACY

All personal information considered or recorded will respect the privacy of the individuals involved unless there is a risk to someone's safety. BADSA will have safeguards and practices in place to ensure any personal information is protected.

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Everyone is entitled to know how the personal information is recorded, what will be done with it, and who will be able to access it.

REVIEWING

Every 12 months, and following every reportable incident, a review shall be conducted to assess whether the Association's child protection policies or procedures require modification to better protect the children under BADSA's care.

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