



# PORTLAND YACHT CLUB

## Child Safe Policy

### Statement

The Portland Yacht Club is committed to providing a safe environment for all children and young people when they are in the care of Portland Yacht Club (the club). This Child Safe Policy is an overarching document that provides key elements of our approach to the wellbeing and protection of children and young people from abuse. It forms the foundation of the Club's procedures, practices, decision making processes and Club culture with respect to child safety based on Victoria's Child Safe Standards implemented on July 1, 2022. Child safety in sport means protecting children from abuse, providing safe, quality experiences and empowering children's voices.

### Commitment to Child Safety

This Policy is based on the following guiding principles:

- Recognise the rights, interests and wellbeing of children and young people.
- Build and maintain a child safe culture and environment.
- Zero tolerance of the abuse or harm to children.
- Use of a risk management approach to prevent the abuse or harm to children and young people.
- Ensure volunteers, parents, contractors, and visitors are aware of and comply with relevant requirements.
- Development programs and monitoring will be conducted across the club with a view to child safety.

All children and young people who are participants of Portland Yacht Club activities have a right to feel and be safe. The Club aims to create a child safe and child friendly environment where they feel safe, are safe and have fun and the Club's activities are always carried out in the best interests of children and young people.

### Objectives

This Policy provides the framework for:

- The development of work systems, practices, policies, and procedures that promote child safety and wellbeing and sensitivity to their diverse backgrounds and circumstances.
- The creation of a positive and robust child safe culture.
- Achieving a culturally safe organisation that supports Aboriginal children and young people to express their culture and provide relevant cultural training to all staff and volunteers.

- Supervision, and performance monitoring with a view to child safety.
- Compliance with all laws, regulations, and standards relevant to child safety in Victoria.
- Access to information, support and complaints processes that are culturally safe and easy for children and young people, their families, and volunteers to understand.

## Application of this Policy

This policy applies to all individuals involved in our organisation including, but not limited to:

- |                  |              |
|------------------|--------------|
| • Administrators | • Members    |
| • Contractors    | • Volunteers |
| • Coaches        | • Officials  |
| • Participants   | • Parents    |
| • Spectators     |              |

All the people to which this policy applies have a role and responsibility in relation to child safety and wellbeing. They must all:

- Familiarise themselves with the new Child Safe Standards implemented on 1 July 2022.
- Understand the indicators and risks of child abuse.
- Appropriately and promptly act on any concerns raised by children and young people.
- Understand and follow all applicable laws in relation to the protection of children.
- Understand the importance of 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. These are circumstances that the Club is committed to reducing the risk of occurrence of through Risk Management for Club activities involving children and young people.

## Children's Rights to Safety, Wellbeing and Participation

The Club will:

- Encourage children to express their views about their safety and wellbeing and listen to their suggestions, especially on matters that directly affect them.
- Include families and communities in decisions impacting children and young people.
- Involve families and communities in the development and review of child safe policies and practices.
- Communicate effectively with families and communities about how to raise child safety concerns.
- Consider diversity of families, and particularly those Aboriginal children and young people, culturally and/or linguistically diverse, those with a disability, those who identify as lesbian, gay,

bisexual, transgender or intersex, non-binary, and gender diverse, those in out of home care or custodial settings and act to reduce barriers to inclusion in Club activities.

- Attend to any adjustments to provide equal protection for all children and young people.

### **Recruiting volunteers**

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

- All Portland Yacht Club volunteers will have a position description that clearly outlines their roles and responsibilities, including any child-related work.
- Any position that involves working with children will be designated as a child-related position.
- Portland Yacht Club will undertake an annual review of all positions to review and confirm all child-related positions.
- All child-related positions for volunteer positions will require Working with Children Checks.
- Provide relevant ongoing education and training tailored to the needs of volunteers.

### **Supporting volunteers**

The Club seeks to attract and retain the best volunteers. We provide support and supervision so that people can feel valued, respected, and fairly treated. In the recruitment of volunteers Victoria's Child Safe Standards (1 July 2022) will be adhered to. In addition, the Club's Code of Conduct and Social Media Policy will provide guidance to our volunteers, all of whom will receive training on the requirements of the Code.

### **Reporting a child safety concern or complaint**

The Club has nominated the positions of Commodore and Secretary to be Child Safety Officers with the specific responsibility for responding to any complaints made by children or young people, volunteers, or parents. This club representatives can be contacted by email or phone as displayed on the Child Safety posters that will be located in the Club.

### **Risk Management**

We recognise the importance of a risk management approach to minimising the potential for child abuse or harm in physical and online environments to occur and 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 and young people. To reduce the risk of child abuse occurring, adults to whom this policy applies should avoid direct, unsupervised contact with children physically or online. For example, this should be a consideration when:

- Using change room facilities
- Using accommodation or overnight stays
- Travel
- Physical contact when coaching or managing children or

- Sending online communication or information via electronic media or inserting hyper- links to electronic communication

### Reviewing this policy

This policy will be reviewed every two years. Portland Yacht Club undertakes to seek views, comments and suggestions from children, parents, carers, members, and volunteers involved in the Club for continuous improvement to Child Safety practices.

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## Table of Approval

Version	V1.0
Approved By	Committee of Management, Portland Yacht Club
Date of Approval	20 <sup>th</sup> March 2024
Date of Review	20 <sup>th</sup> March 2026