



Easts Volleyball Club

Young Person's Safeguarding Practices -
Behaviour

Document History

1. Definitions

These definitions apply within this YPSP Practice document.

1.1. Young Person or Young People

A child or young person, or two or more children or young persons, who is or are under the age of 18 years.

Whilst most frameworks within the domain of young person protection, safety and safeguarding use the term 'child', we have specifically elected to use these terms to reflect the preference of all people who are under the age of 18 years.

1.2. Conflict of Interest

The term 'conflict of interest' refers to a situation in which an individual has competing interests or loyalties. These can be thought of as a 'conflict of roles or responsibilities'. Operating in a way that does not address a conflict of interest may not be illegal, but it is almost certainly unethical, and can cause real harm to a Young Person and/or damage to the club and the reputations of Easts Team Members involved.

Examples may include:

- *A coach selects his daughter for a team even though she doesn't meet the official selection criteria.*
- *A coach does not give an award to her son, who is on a team that she coaches, despite meeting all of the criteria for that award to avoid people alleging favouritism.*
- *The Club President is tasked with finding a new office for the club and chooses space in a building he owns.*
- *An Easts Management Committee Member's son is given a job within the organisation despite the position not being advertised.*

A conflict of interest may exist even if the person involved has not acted improperly. This is called a perceived conflict of interest and can be just as harmful to a Young Person and damaging to the club as an actual conflict of interest.

The negative outcomes that may arise from a conflict of interest include:

- People feel defeated or demoralised, anxious, stressed or inadequate.
- A distrustful or suspicious environment is created.

- Communication can be disrupted, leading to a lack of cooperation and information not being conveyed.
- Poor work and team relationships develop.
- There is a decline in engagement.

All of these negative outcomes may result in harm to a Young Person.

Fairness is central to the integrity of all sport and also central to how Easts Team Members ought to act and interact when involved in our club activities and programs.

1.3. General Terms and Definitions

Easts Management Committee The Easts Management Committee is the committee that manages the operations of the club. They are appointed at the Club Annual General Meeting each year. The Easts Management Committee includes player representatives.

Easts Team Members Easts Team Members includes:

- Committee members and club officials
- Players
- Coaches where their team includes Young People
- Referees and officials where the game they are officiating includes Young people
- Volunteers with their role has some impact on Young People
- Service providers and others involved in club activities where their activities have some impact on Young People.

Misconduct with a Young Person Misconduct with a Young Person refers to any behaviour involving a Young Person that is objectively age inappropriate and/or places the Young Person at risk of **harm** as defined in the club **Young Person Safeguarding Strategy Framework**.

Safety Coordinator A Safety Coordinator is a person that has been appointed to this position by the Easts Management Committee.

Strategy

The strategy detailed in this document and all of the Statements, Codes and Practices referred to in this document.

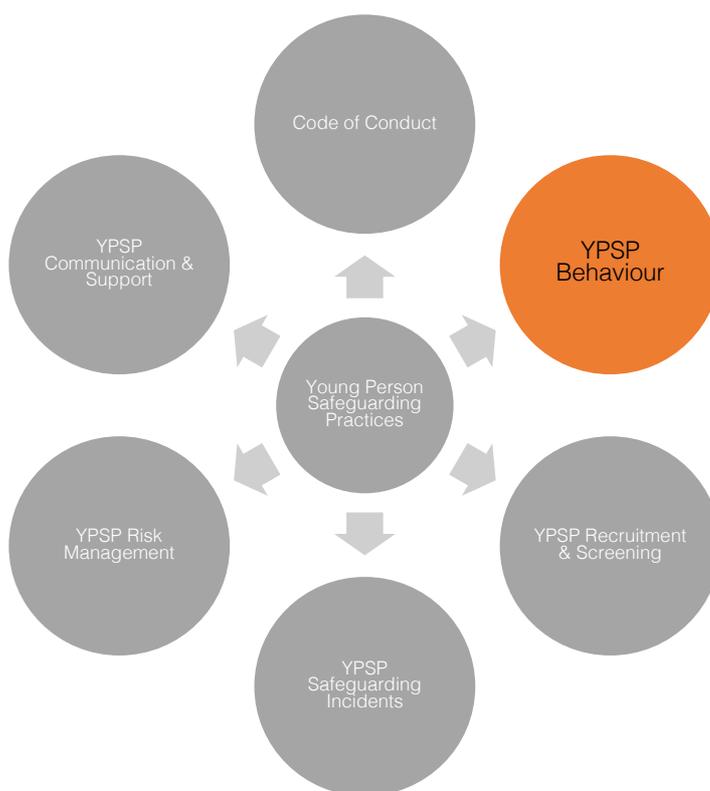
Written Approval

Written approval includes electronic message formats such as email, SMS or indicating consent in an online form.

2. What is the aim of these Practices?

2.1. Background

Our commitment to Young Person Safeguarding is embedded into our club's culture, how we work and the environments that we provide. Code of Conduct and Young Person Safeguarding Practices as well as any specific guidelines to support these detail how we turn our commitment into practice.



The **Young Person Safeguarding Practices: Behaviour** have been developed to identify and prevent behaviour that may be harmful to Young People's rights, safety and wellness in our club's activities and programs. A breach of these practices is a breach of our YPS Strategy and will be managed in accordance with the YPS: Managing Breaches. We require of all Easts Team Members as they undertake their roles and responsibilities in club activities and programs.

2.2. Who these practices apply to

These Practices apply to all **Easts Team Members** at all times they are an Easts Team Member.

These practices must be considered when developing, designing, and managing other policies, activities, and programs.

2.3. When these practices apply

All people to which these Practices apply (see 3.2 above) must comply with these Practices, including:

- a) In relation to any dealings they have with a Young Person arising from the person's involvement in any capacity with the club activities and programs;
- b) In relation to any dealings in relation to a Young Person that the person might have with the club, including the person's staff, contractors or representatives;
- c) When dealing with a Young Person in their capacity as an Easts Team Member; and
- d) In relation to their Membership or standing as an Easts Team Member in general.

These practices do not apply to interactions involving an Easts Team Member and a Young Person where there is no direct or indirect link to the club's activities and programs.

2.4. Key external frameworks

The three frameworks that are highly relevant to these Practices:

1. The [National Principles for Child Safe Organisations](#)
2. The Queensland Government [Child Protection Act 1999](#)
3. The [Queensland Government Working with Children \(Risk Management and Screening\) Act 2000](#)

3. What is Young Person Safeguarding?

Within our club, our **Commitment to Young Person Safeguarding** is based on fundamental values that recognise the:

1. Rights of Young People as defined in the **United Nations Convention on the Rights of the Child**; and,
2. Need to ensure Young People's wellbeing as is defined in the **National Principles for Child Safe Organisations**.

Rights of Young People

- The right to be safe and not harmed by anyone.
- The right to be treated fairly, no matter what.
- The right to have a say about decisions affecting them and to be listened to and taken seriously.
- The right to have their best interests put front and centre.
- The right to have the responsibilities of their parents or carers respected.

Wellbeing includes:

- Young People's physical and emotional health.
- Acknowledging Young People's identity, culture, diverse backgrounds, circumstances and needs.
- Recognising Young People's strengths and individual capabilities.
- Creating a welcoming and inclusive environment.

As has been detailed in our Strategy (Section 3,3), our club considers that Young Person Safeguarding requires us to:

- Create an environment where Young Person's safety and wellbeing is at the centre of our thought, values and actions
- Place an emphasis on genuine engagement with, and valuing of Young People
- Create conditions that reduce the likelihood of harm to Young People
- Create conditions that increase the likelihood of identifying any harm
- Respond to any concerns, disclosures, allegations or suspicions.

4. Harm

Key elements of the Young Person Safe requirements outline in 3.3 above mention the concept of 'harm'. This section outlines how we define harm in terms of our strategy.

4.1. What is Harm?

Harm is defined by Section 9 of the Qld Child Protection Act 1999.

9 What is Harm

- (1) Harm, to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing.
- (2) It is immaterial how the harm is caused.
- (3) Harm can be caused by –
 - a. Physical, psychological or emotional abuse or neglect; or
 - b. Sexual abuse or exploitation.
- (4) Harm can be caused by –
 - a. A single act, omission or circumstance; or
 - b. A series or combination of actions, omissions or circumstances.

Pursuant to the Child Protection Act 1999 (Qld), any **actual significant harm, suspicion of significant harm or unacceptable risk or significant harm** must be reported. These are referred to as **disclosures or suspicions of harm**. The processes for reporting harm are detailed in our **Young Person Safe Practices – Safeguarding Incidents**.

4.2. Causes of Harm

The Qld Child Protection Act makes it clear that cause of harm is immaterial. This means that we do not need to consider the cause of harm in terms of our obligations to report – if we see or become aware of any **actual significant harm, suspicion of significant harm or unacceptable risk or significant harm** we are required to report that harm.

However, the definition does provide some indication of specific actions, omissions and circumstances that can cause harm. These are:



These actions, omissions and circumstances are explained below.

Physical Abuse

Physical abuse happens when a young person has been hurt or injured, at it is not an accident. Physical abuse does not always leave visible marks or injuries.

Physically abusive behaviour includes, but is not limited to:

- Shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking, smothering;
- Poisoning; and
- Using physical restraints.

Harmful training methods or overtraining where there is the potential to result in damage to a Young Person's physical development can constitute physical abuse.

Psychological and Emotional Abuse

Psychological and emotional abuse happens when a young person is treated in a way that negatively impacts their social, emotional or intellectual development. The Young Person may not receive the love, affections, or attention they need for healthy emotional, psychological, and social development or are exposed to violence/abuse against other Young People or adults.

Such abuse may involve:

- Repeated rejection or threats to a Young Person;
- Constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule, intentional exclusion, continual coldness, and rejection;
- Bullying and Harassment;
- Unlawful discrimination and victimisation;
- Isolation or locking up a child for extended periods;
- Exposure to domestic and family violence; and
- Corrupting.

Some of these concepts are explained further:

Bullying

Bullying means a person or group of people repeatedly and intentionally using words or actions, or the inappropriate use of power, against someone or a group of people to cause distress and risk to their wellbeing.

Harassment

Harassment means any type of behaviour towards a Young Person that they do not want and that is offensive, abusive, belittling or threatening and is reasonably likely to cause harm to the Young Person who is the subject of the harassment.

Unlawful Discrimination Unlawful Discrimination includes:

- a) Direct Discrimination, when a person or group of people is treated less favourably than another person or group, because of a personal characteristic; and

Indirect Discrimination, when an unreasonable rule or policy applies to everyone but has the effect of disadvantaging some people because of a personal characteristic they share, where such personal characteristic is protected by applicable anti-discrimination legislation.

Victimisation

Victimisation means subjecting a Young Person, or threatening to subject a Young Person, to any unfair treatment because the Young Person has made, or intends to pursue, their right to make, a complaint or lawful disclosure, including under applicable legislation or this Strategy, or for supporting another person to take such action.

Exposure to Family Violence

Exposure to Family Violence is any abusive behaviour used by a person in a relationship to gain and maintain control over their partner or ex-partner. It can include a broad range of behaviour that causes fear and physical and/or psychological harm. If a Young Person is living in a household where there have been incidents of domestic violence, then they may be at risk of significant physical and/or psychological harm.

Corrupting

The adult or other person 'mis-socialises' the Young Person, stimulates the Young Person to engage in destructive antisocial behaviour, reinforces that deviance, and makes the Young Person unfit for normal social experience.

Neglect

Neglect is the persistent failure or deliberate failure or denial to meet a Young Person's basic needs. Types of neglect include physical, medical, emotional, educational neglect and abandonment.

Neglect of Young People may involve the failure to provide:

- adequate food, clothing, shelter, clean water

- adequate supervision,
- adequate clothing,
- requirements for personal hygiene
- medical attention, or
- supervision

to the extent that the Young Person's health and development is or is likely to be harmed.

Sexual Abuse or Exploitation

Sexual Abuse occurs when an adult, or a person in authority (i.e. older, or younger but more physically or intellectually developed) involves a Young Person in any sexual activity. A Young Person cannot provide consent, therefore even if 'consent' is given, it still constitutes sexual abuse.

Perpetrators of sexual abuse take advantage of their power, authority, or position over the Young Person for their own benefit. Sexual abuse needs to be interpreted widely, to encompass the entire range of actions that would reasonably be considered to be sexual in nature, including but not limited to:

- 'contact behaviour', such as sexual intercourse, kissing, fondling, sexual penetration or exploiting a Young Person through prostitution; and,
- 'non-contact behaviour', such as flirting, sexual innuendo, inappropriate messaging through SMS, messaging or chat applications, and social media, inappropriate photography or exposure to pornography or nudity.

Sexual exploitation is a form of Sexual Abuse and occurs when Young People are forced into or involved in sexual activities that are then unlawfully recorded in some way, or recorded without the consent of one or more parties, or used to produce child sexual abuse material. Such material can be in the form of photographs or videos, whether published or circulated on the internet or social media. Encouraging a Young Person to view pornographic videos, websites, or images, or engaging a Young Person to participate in sexual conversations over social media or otherwise is also considered sexual exploitation.

Grooming is a specific behaviour that is also considered sexual abuse or exploitation.

Grooming

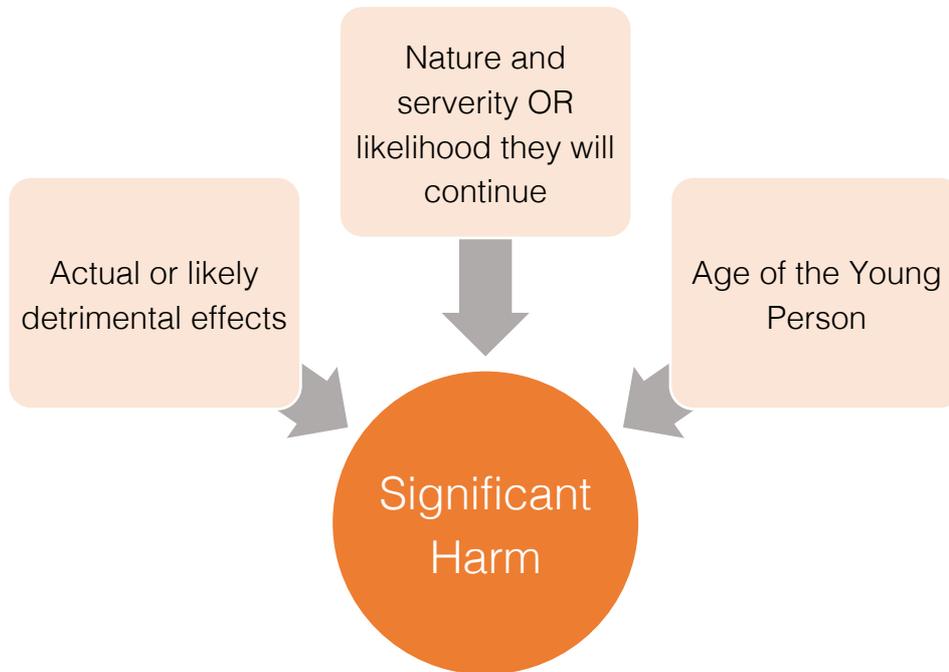
Grooming refers to the process by which an adult establishes a trusting relationship with a Young Person and those associated with the Young Person's care and wellbeing, to create an environment in which abuse can occur. Examples of grooming behaviour may include:

- Giving gifts or special attention to a Young Person, or their parent or carer, making the Young Person feel special or indebted to that person.
- Making close physical contact sexual, such as inappropriate tickling and wrestling or play fighting.
- Openly or pretending to accidentally expose the Young Person to nudity, sexual material and sexual acts (this in itself is considered as sexual abuse but can also be a precursor to physical sexual assault).
- Controlling a Young Person through threats, force or use of authority making the Young Person fearful to report unwanted behaviour.

Groomers may rely on mobile phones, social media and the internet to interact with Young People in inappropriate ways and will often ask the Young Person to keep their relationship a secret. The grooming process may continue for months.

4.3. Significant Nature

Within this definition, harm must be of a *significant nature*. Determining significant harm requires a consideration of three factors:



Detrimental effects may be actual in that they exist already or they be something that a person considers is likely to become evident in the future. It is important to remember that detrimental effects are more than just physical they can also be emotional/psychological or the result of neglect or be sexual abuse or exploitation. Your considerations about whether there are or there is the potential for future detrimental effects can be based on:

- Your observations of the young person;
- What other people have told you;
- Your existing knowledge about the background and history of the Young Person; or,
- Any training or experience that you have.

Example 1

Whilst playing a game, two players dive for a volleyball. One player lands on the other player's arm unfortunately breaking the arm. The detrimental effect is a broken arm and whilst quite severe the nature of the injury was during the course of ordinary game play. This is a 'one-off' albeit unfortunate accident. The harm is not significant harm and not reportable.

Example 2

You notice that a coach has been getting his team to do some quite harsh drills during training. The drills were physically demanding involving repetitive jumping for extended periods of time. Each time the player made a mistake, they had to re-start from the beginning without any break or rest. One player (a 14 year old) was complaining about pain in their knees however the coach kept demanding that the player continue until they completed the required repetitions without error. It was clear that the player was struggling and starting to experience pain in their knee, but the coach kept demanding that the player continue.

The player had suffered a physical injury due to the nature of the drill. Further, given the age and physical development stage of the young person, there is a significant possibility of long detrimental effects from a joint/growth plate injury. There is the possibility of detrimental emotional and psychological effects given the context – being at training whilst other players were present and watching. The player's age is significant not only in terms of their development stage, but also in terms of the relative power position of the coach. The harm would be considered significant harm and, as it has been directly observed, should be reported.

Example 3

A Young Person (14 year old) attends training for the first time in 3 weeks. The coach asks if they have been unwell. The Young Person responds that they have not been sick but that their parents are currently away and they were unable to get to training for the past few weeks. This week the Young Person was able to attend training as they were able to organise someone else to pick them up and drop them home. From asking a few questions, the coach discovers that the player hasn't been going to school and that the player has been at home alone looking after themselves for the past 3 weeks. The player doesn't know exactly when their parents are coming home but they think it will be in around 3-5 days.

It seems that the player is not getting the necessary care or supervision and is missing out on education. There appears to be a high likelihood that this will continue at least for 3 days and, given the player's age, there is a high risk of detrimental effect on the player. Whilst this seems likely to be an issue of neglect, it is not necessary to make that determination. Rather, given the circumstances, there is a need to report this case.

5. Behaviours

5.1. Harm free

The club is committed to ensuring that all activities and programs reduce the likelihood of **harm** (as defined above) to Young People.

East's Team Members must ensure that they always act and behave in a way that will not cause **harm** to Young People or permit circumstances to exist within any activity or program that may expose a Young Person to harm.

All members of the Management Committee must take positive and immediate action to reduce or remove a known risk of sexual offending against a Young Person by an adult associated with the club.

5.2. Ethical decision making

The club is committed to building and sustaining a transparent and ethical culture free of actual and potential conflicts of interest.

When making decisions that have the potential to impact Young People, East's Team Members must base their decisions on the values and commitments contained in the club's **Commitment to Young Person Safeguarding**.

5.3. Conflicts of interest and Young People

East's Team Members have a responsibility to recognise, disclose and avoid conflicts of interest.

East's Team Members must:

- a) Exercise their best care, skill, and judgment for the benefit of both the club, Young People, and their parents, guardians and nominated trusted adults when making decisions that impact Young People. This required East's Team Members ensure that these decisions support the club's **Commitment to Young Person Safeguarding**.
- b) Exercise utmost good faith in all decisions and actions in their role.
- c) Put the interests of the club and Young People first.
- d) Disclose to the Program Coordinator any actual or potential conflicts of interests before participating in preparing a selection process or as a selector in a process that involves Young People.

- e) Ensure that when participating in preparing selection processes or as a selector when they have a relationship with a Young Person who is potentially impacted by the selection process or decision, there are at least 2 other people involved who do not have any relationship with a Young Person who might also be potentially impacted.
- f) Not be the head or lead coach for any team where they have a relationship with a Young Person who is a member of that team.

5.4. Equitable opportunity and participation

A central goal for our club is to provide a safe, positive and nurturing environment where Young People can develop and enhance their physical and social skills.

Easts Team Members when conducting club activities and programs ensure that:

- a) Young People are given appropriate opportunities for participation and development in training and games.

Examples:

Where all players in a team have been attending training and, during a game, are giving the best effort, they should be given equal time on court even if this increase the potential to lose the game.

If a player is making mistakes the coach should provide clear and specific feedback to enable the player to remedy the mistake, ensure that the player understand that feedback, and allow the player to continue playing or re-enter the game for a reasonable period. This is based on the understanding that players will only develop their skills and understanding of the game fully if they are given opportunity to participate in games.

- b) Where the Easts Team Member provides differences between players in their opportunities, they ensure that they are transparent by communicating the rationale for the difference to Young People and their parent, guardian or nominated trusted adult at the earliest possible opportunity.

Examples:

If a coach has decided that attendance and active participation at training is a relevant consideration to determining the amount of time a player will get on court during a game, this should be communicated to the whole team at the formation of the team. This must still be

balanced with the obligation to provide opportunity to players to participate in games and develop their skills in this context.

If attendance and participation at training is a relevant consideration to determining the amount of time a player however a specific player is being exempted from this requirement because they live a long distance away from the training venue and are only being required to attend every second training, this should be communicated to the whole team as soon as that decision has been made.

- c) Easts Team Member should encourage Young People to participate in activities and programs (including games in competitions) but still respect the Young Person's wishes.

5.5. Promotion of fair play, respect, ethics, integrity and safety

The range of skills learned through being involved in sport contribute towards the holistic development of Young People. The club is committed to providing a safe, positive and nurturing environment where all children can not only develop physical skills but also to learn important values. These can include honesty, teamwork and fair play.

Easts Team Members must behave in a way that Young People can learn to respect themselves and others, adhere to rules, and develop a healthy relationship with competition.

Examples:

If, during a game, it is clear that a call should have been made that is in favour of an opposing team, the coach should concede that to the officiating team.

During games, coaches should only challenge calls made the officiating team in accordance with the rules of the game and behave in a way that is respectful to the officiating team.

At the end of games, Coaches should ensure that they appropriately acknowledge the opposition and the officiating team.

Where Easts Team Members are representing the club at a competition or activity managed by another club or organisation they must comply with any codes of conduct that are in place for those competitions or activities.

5.6. Professional Boundaries

Easts Team Members must act within the scope of their role (as specified in their position description or contract) when working with Young People who are involved or have been involved in our club's activities or programs. They must not:

- a) Provide any form of support to a Young Person or their family unrelated to the scope of their role (e.g. financial assistance, babysitting, provide accommodation);
- b) Use a personal phone, camera, or video camera to take images of Young People;
- c) Exhibit any type of favouritism towards a Young Person;
- d) Transport Young People unless specifically approved;
- e) Give gifts/presents to Young People other than the provision of official awards;
- f) Engage in open discussions of a mature or adult nature in the presence of Young People;
- g) Discriminate against any Young Person, including on the basis of gender identity, culture, race or disability;
- h) Have one-on-one contact with a Young Person outside of authorised sport activities (includes direct contact such as in-person as well as indirect such as by phone, or online); or
- i) Accept an invitation to attend any private social function at the request of a Young Person or their family, where there is no existing social, personal, or family relationship.

If Easts Team Members become aware of a situation in which a Young Person requires assistance that is beyond the confines of that person's role, they should undertake any or all of the following at the earliest opportunity:

- a) Refer the matter to an appropriate support agency;
- b) Refer the Young Person to an appropriate support agency;
- c) Contact the Young Person's parent, guardian or nominated trusted adult;
- d) Seek advice from a relevant organisation.

5.7. Use of language and tone of voice

Language and tone of voice used in the presence of Young People should:

- a) Provide clear direction, boost their confidence, encourage, or affirm them;
- b) Not be harmful to Young People – in this respect, not use language that is:
 - i. Discriminatory, racist or sexist;
 - ii. Derogatory, belittling, or negative;

For example, by calling a Young Person a 'loser' or telling them they are 'too fat' both in front of others or privately.

- iii. Intended to threaten or frighten; or
- iv. Profane or sexual.

5.8. Positive guidance (Discipline)

Young People participating in our activities and programs will be made aware of the acceptable limits of their behaviour so that we can provide a positive experience for all participants.

East's Team Members and Suppliers must use appropriate techniques and behaviour management strategies to ensure:

- a) An effective and positive environment; and
- b) The safety and wellbeing of Young People and personnel participating in our activities and programs.

East's Team Members and suppliers must use strategies that are fair, respectful, and appropriate to the developmental stage of the Young People involved.

Young people need to be provided with clear directions and given an opportunity to redirect their behaviour in a positive manner.

Under no circumstances are East's Team members or suppliers to take disciplinary action involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating.

5.9. Supervision

Young People participating in our activities and programs must always be supervised.

Supervision must be constant, active, and diligent and requires East's Team Members to always be in a position to observe each Young Person, respond to individual needs and immediately intervene if necessary.

One-to-one unsupervised situations with Young People must not occur.

Any incident of one-to-one unsupervised contact should immediately be reported to one of our Safety Coordinators within 24 hours of the incident occurring.

5.10. Use of electronic or online communications

For any electronic or online communication with Young People involved in our club activities and programs we adopt a two-deep model, that is, copy in a Program Coordinator and a parent, guardian or nominated trusted adult in all communication.

Examples:

1. *Where a members of a team set up a Facebook Group, Easts Team Members must not become a member of that Facebook Group unless the Program Coordinator has been advised AND that Program Coordinator as well as a parent, guardian or nominated trusted adult of every Young Person that is part of that Facebook Group are members of that Facebook Group.*
2. *When sending an SMS message to a Young Person about game times, both the Program Coordinator as well as a parent, guardian or nominated trusted adult for the Young Person should be included in the message as well as any replies.*

When communicating with Young People, Easts Team Members must ensure content is:

- a) Directly associated with delivering our club activities and programs;

For example, advising the day and time of a training session or advising that a game has been cancelled.

- b) Concise with personal or social content limited only to convey the message in a polite and friendly manner;
- c) Devoid of any sexualised language; and
- d) Not promoting unauthorised social activity or contact.

5.11. Photographs of Young People

Young People are to be photographed or videoed while involved in our club activities and programs only if:

- a) Both the Young Person and the Young Person's parent, guardian or trusted adult have:
 - i. Been advised of the specific context that the photograph or video will be used; and
 - ii. Given prior Written Approval;
- b) The context of use is directly related to participation in club activities and programs;
- c) The Young Person is appropriately dressed and posed; and

d) The photograph or video is taken in the presence of other Easts Team Members.

Easts Team Members must not, without prior approval of a Safety Coordinator, distribute images or videos (including as an attachment to emails or posting online) to anyone outside our club other than the Young Person photographed or videoed and or their parent, guardian or nominated trusted adult.

Images are not to be exhibited online or in publications (for example, our Annual Report or material to promote a new program) without the Young Person's and their parent, guardian or nominated trust adult's knowledge and approval (through a signed image consent form).

Images that are used online or in publications must be presented in a manner that de-identifies the Young person and any caption or accompanying text may need to be checked so that it does not identify a Young Person.

For example, the image should not clearly show the face of the child or their name if printed on their jersey.

This practice extends the Club's Social Media Policy and Practices.

This means that the requirements and practices specified in the Club's Social Media Policy and Practices must also be followed and complied with.

5.12. Physical contact with Young People

Any physical contact with Young People must be appropriate for the delivery of our club activities and programs and based on the needs of the Young Person, such as assisting with the use of equipment, technique, treatment by a health practitioner or administering first aid.

Under no circumstances should an Easts Team Member have contact with Young People participating in our activities and programs that:

- a) Involves touching of genitals, buttocks, or the breast area other than as a part of delivering medical or allied health services;
- b) Would appear to a reasonable observer to have a sexual connotation;
- c) Is intended to cause pain or distress to the Young Person (for example, corporal punishment);
- d) Is overly physical (for example, wrestling, horseplay, tickling or other roughhousing);
- e) Is unnecessary (for example, assisting with toileting when a Young Person does not require assistance); or

- f) Is initiated against the wishes of the Young Person, except if such contact may be necessary to prevent injury to the Young Person or to others, in which case:
- i. Physical restraint should be a last resort;
 - ii. The level of force used must be appropriate to the specific circumstances, and aimed solely at restraining the Young Person to prevent harm to themselves or others; and,
 - iii. The incident must be reported to a Safety Coordinator as soon as possible.

East's Team Members are required to report to a Safety Coordinator any physical contact initiated by a Young Person that is sexualised and/or inappropriate, for example, acts of physical aggression, as soon as possible, to enable the situation to be managed in the interests of the safety of the Young Person, East's Team Members and any other participants.

5.13. Overnight stays and sleeping arrangements

Overnight stays involving Young People are to occur only with the approval of the East's Management Committee and consent of a parent, guardian or nominated trusted adult of the Young People involved.

A risk assessment and management plan must be completed and approved by the East's Management Committee.

Written Approval must be obtained prior to the overnight stay.

Practices and behaviour by East's Team Members involved during an overnight stay must be consistent with the practices and behaviour expected during delivery of our club activities and programs at all other times.

Standards of conduct that must be observed by East's Team Members involved during an overnight stay include:

- a) Young People are provided with privacy when bathing, toileting, and dressing;
- b) Appropriate dress standards are observed when Young People are present – such as no exposure to adult nudity;
- c) Young People will not be exposed to pornographic material, for example, through movies, television, the internet, or magazines;
- d) Young People will not be left under the supervision or protection of unauthorised persons such as accommodation staff, or peers;

- e) Sleeping arrangements will not compromise the safety of Young People such as unsupervised sleeping arrangements or Young People sharing a bed or an adult sleeping in the same bed as a Young Person; and
- f) Young People have the right to contact their parents, guardian, nominated trusted adult or another adult, if they feel unsafe, uncomfortable, or distressed during the stay.

5.14. Change room arrangements

Young people should be supervised in change rooms whilst ensuring their right to privacy.

A minimum of 2 Easts Team Members of the same gender as the group should always be present.

Easts Team Members must not shower or change at the same time as supervising groups of Young People.

Easts Team Members must avoid one-to-one situations with a Young Person in a change room area.

Easts Team Members need to ensure adequate supervision in 'public' change rooms when they are used, providing the level of supervision required for preventing abuse by members of the public, adult users, or general misbehaviour, while also representing a Young Person's privacy.

Phones, cameras and recording devices are not be used in changing rooms and in particular whilst Young People are getting dressed.

5.15. Use of, possession or supply of alcohol or drugs

Easts Team Members, whilst responsible for the care of Young People, must not:

- a) Use, possess or be under the influence of an illicit drug;
- b) Use or be under the influence of alcohol;
- c) Be impaired by any other legal drug such as prescription or over-the-counter drugs;
- d) Supply alcohol or drugs (including tobacco);
- e) Supply or administer medicines, except with the consent of Young Person's parent, guardian or nominated trusted adult and under a valid prescription for that Young Person and at the prescribed dosage.

5.16. Parent/Guardian/Trusted Adult involvement

Our club must:

- a) Ensure that a parent, guardian or nominated trusted adult is involved in any significant decision, including the signing of any documentation in relation to their Young Person's involvement in club activities and programs.
- b) Conduct all training sessions in open locations and allow parents, guardians or nominated trusted adults to watch their Young Person during training, except where government legislation or directions prohibit that occurring.
- c) Make parents, guardians and nominated trusted adults aware of the standard of behaviour required when watching their Young Person during training. Parents, guardians and nominated trusted adults displaying inappropriate conduct may be asked to leave but may not be denied access for an undetermined amount of time.

5.17. Transporting Young People

Young People are only to be transported in circumstances that are directly related to the delivery of our club activities and programs.

Other than in an emergency, it is not acceptable for Easts Team Members to transport Young People without prior Written Approval from their parent, guardian and nominated trusted adult. Gaining approval involves providing information about the proposed journey, including the:

- a) Form of transport to be used;
- b) Reason for the journey;
- c) Route to be followed, including any stops or side trips; and
- d) Details of anyone who will be present during the journey.

When transporting Young People, Easts Team Members must drive responsibly, not be impaired by alcohol or any other mind-altering substances, have an unrestricted driver's licence and to the extent practicable, not be alone in the car with a Young Person.

Young People may only be transported in a vehicle when the manufacturer stated capacity is adhered to and seatbelts and child restraints must meet Australian Standards (AS/NZS1754).

5.18. Drop-off and pick-up of Young People

Our club, including Easts Team Members, must:

- a) Ensure Young Parents and their parent, guardian or nominated trusted adult know the time and location of activities, training and matches, including start and finish times.

- b) Arrive before scheduled activities, training and matches to ensure that Young People are not left unattended.
- c) Have an accessible register of parent, guardian or nominated trusted adult emergency contact numbers and an operational phone.
- d) Ensure that they are aware of alternative pick up arrangements for Young People and that the parent, guardian and nominated trusted adult has provided consent.
- e) Ensure that if a parent, guardian or nominated trusted adult is late, they make reasonable attempts to contact them. It is not the responsibility of an Easts Team Member to transport Young People home if their parent, guardian and nominated trusted adult is late for pick up.
- f) Not leave the activity, training or game until all Young People have been collected by their parent, guardian or nominated trusted adult.

5.19. Ensuring programs and activities support Young Person Safety

When developing new or reviewing existing activities and programs, the Coordinator of that activity or Program will work with a Safety Coordinator to ensure the activity or program is designed to be Young Person Safe and that any Easts Team Member involved in the delivery of that activity or program is fully aware of how they must behave to ensure that a Young Person safe environment is created.

6. Prohibited Behaviours

An Easts Team Member commits a breach of these Practices when:

- a) They, either alone or in conjunction with another or others, engage in any of the following behaviours, or in relation to, a Young person in the circumstances that these practices apply (see 3.3 above):
 - i. Causing **harm** to a Young Person or Young People as defined in section 4 above;
 - ii. Any action or inaction that has a negative impact on a Young Person's wellbeing;
 - iii. Misconduct with a Young Person;
 - iv. Request or infer that the Young Person keep any communication secret from their parents, guardian, or nominated trusted adult, or other people such as coach, member of Easts Management Committee or relevant external organisation;
 - v. Supply alcohol, drugs (including tobacco) or medicines except with the consent of the parent, guardian or nominated trusted adult and under a valid prescription for that Young Person and at the prescribed dosage; or
 - vi. Commit any act that would constitute Prohibited Conduct under any other club Practice statement, government regulation or law;
- b) There is a breach of a requirement imposed under any other element of the clubs Young Person Safeguarding Strategy (detailed in 2.1 above)
- c) They are involved in or have knowledge of and do not report a breach of the other provisions in this practice
- d) They have engaged in an attempt to breach any of the provisions in this practice.

7. Practices Review Every 2 years

These Practices (with any associated guidelines) will be reviewed to ensure that they are current and effectively support the:

1. Commonwealth Child Safe Framework,
2. [National Principles for Child Safe Organisations](#),
3. Queensland Child Protection Act, and
4. [Queensland Government Blue Card](#) legislation.

The club Safety Coordinators have responsibility to ensure that all policies, processes and codes are kept up-to-date and to monitor compliance with and effectiveness of these policies, processes, guidelines, and codes. To do this the club Safety Coordinators will review the Governing Principles every 2 years and update this strategy to include any relevant legislative changes as required.