



SQUASH NSW CHILD SAFE SQUASH COMMITMENT POLICY

Purpose

Squash NSW oversees a sport involving children and young people. Our sport operates across Australia and engages children and young people through a number of our programs and activities included but not limited to the following:

- State Junior Titles;
- State Academy Camps;
- State Junior Representative Teams
- Australian Junior Championships (AJC)
- Australian Junior Open (AJO)
- Junior Tournaments and Programs within New South Wales, Interstate, Nationally and Internationally.

We take our responsibility to deliver a sporting environment that is caring, nurturing and safe very seriously.

We promote equity and respect diversity by:

- actively anticipating children's diverse circumstances and responding effectively to those with additional vulnerabilities;
- by giving all children access to information, support and complaints processes; and
- paying attention to the needs of Aboriginal and Torres Strait Islander children, children with a disability and children from culturally and linguistically diverse backgrounds.

Our board of directors approves and endorses Squash NSW's commitment to protecting children and young people from abuse and neglect.

It is the responsibility of all at Squash NSW, from executive to staff and volunteers, to:

- protect children and young people from all forms of abuse, bullying and exploitation by people involved in NSW Squash and its activities;
- be alert to incidents of child abuse and neglect occurring outside of our sport that may have an impact on children and young people; and
- create and maintain a child safe culture that is understood, endorsed and put into action by all the individuals who work for, volunteer or access our programs and services.

We expect all within our sport, regardless of their role or level of responsibility, to act to keep children safe from such harm by adopting the practices and behaviour we have set as our standard when carrying out their roles and reporting any abuse or neglect of which they become aware. Reports can be made to our management and/or to external authorities responsible for child protection or to police, regardless of whether that abuse is being perpetrated by staff and volunteers within our sport, or by those outside our sport including those from the child's family, extended family, their family's extended network or strangers.

Responsibilities

The Board of Directors is responsible for the development and endorsement of the Squash NSW Child Safe Sport Commitment. It delegates the implementation of the policy to the CEO. The role of each entity in relation to the development and compliance of the Squash NSW Child Safe Sport Commitment is detailed in the following table.

Entity	Role/Responsibility
Board / CEO	<ul style="list-style-type: none"> • Promote the commitment to this policy and its expectations. • Support policy review on an annual cycle as a minimum or at a time governed by legislation, regulations, or organisational learnings that promote a change to the policy and all relevant procedural guidelines. • Ensure compliance to the policy via an inbuilt review mechanism. • Ensure adequate resources are allocated to allow for the development and effective implementation of this policy. • Develop opportunities for regular discussion at all levels to support a culture of openness and continued improvement and accountability to child protection and member welfare. • Advocate and promote child rights, empowering and engaging children and young people in support of this policy and its expectations.
CEO	<ul style="list-style-type: none"> • Ensure all staff and volunteers understand their obligations in accordance with the Child Safe Sport Commitment and any relevant policy and procedural documentation. This includes induction, a minimum of one compulsory training session, and regular discussion and guidance at supervision and team meetings. • Ensure the suite of child safe policies is implemented and adhered to amongst relevant member stakeholders. • Ensure the development and implementation of required internal policy/work procedures and guidelines are in place to support child protection practice in accordance with the expectations of the Child Safe Sport Commitment. • Ensure adequate resources are allocated to allow effective implementation of the suite of child safe policies. • Ensure that support staff and volunteers are supported in instances where a decision is made to initiate any form of action to protect a child from abuse, neglect, grooming or exploitation. • Ensure appropriate supports, such as counselling and formal debriefing, are provided for any staff and volunteers involved in a matter relating to

Entity	Role/Responsibility
	<p>responding to a concern for the safety and wellbeing of a child or young person.</p> <ul style="list-style-type: none"> • Advocate and promote child rights, empowering and engaging children and young people in support of this Statement. • Proactively share resources and experience in the development of child safe initiatives as they are identified. • Develop opportunities for regular discussion at all levels to support a culture of continuous improvement and accountability of child protection and member welfare. • Ensure that our staff and volunteers are aware of the appropriate recruitment, screening and employment practice in relation to individuals with specific roles in working, coaching or volunteering with children and families.
Staff and Volunteers	<ul style="list-style-type: none"> • Maintain a full understanding of the commitments and expectations of this policy, as well as all other policies and procedures relevant to child safety. • To undertake any induction and training anticipated in this policy in relation to policies and procedures relevant to keeping children and young people safe. • To seek guidance from a supervisor or manager if there is ever any lack of understanding in relation to the commitments and expectations as set out in this policy. • To take action to protect children and young people from all forms of abuse, bullying and exploitation. • To assist in creating and maintaining a child safe culture and a culture of inclusion and safety.

Our Commitment

Squash NSW is committed to a sport that promotes the safety and wellbeing of all children and the ongoing protection of children from all forms of harm.

We strive to:

- Provide a safe environment for everyone to play and be involved in the game of Squash in NSW;
- Create an environment and culture that encourages inclusiveness and diversity where everyone feels respected, valued and encouraged to reach their full potential;
- Ensure the safety and wellbeing of all children and young people;
- Foster a culture where everyone involved in Squash in NSW understands the standards expected of them and their role in protecting children and young people.

We commit to educating and informing everyone involved in Squash NSW of their responsibilities and obligations to:

- Create a child safe culture;
- Protect and remove Children and Young People from Child Abuse and Grooming and other forms of harm including emotional, psychological and physical harm;
- Provide support to a child or young person who discloses abuse and report to the appropriate authorities;
- Promote and foster a child safe culture that is understood and put into action by everyone involved in Squash; and
- Promote and foster an environment that encourages inclusiveness and diversity and is free from discrimination.

Our policies and procedures seek to address risks to child safety and to establish a child safe culture and practices. Our suite of child safe policies is:

- accessible in forms that are easy to understand;
- will aim to be informed by stakeholder consultation; and
- are communicated to children, young people and their families, our staff and volunteers and the general public.

We regularly review our policies, gain endorsement of changes and advise our staff and volunteers of changes.

We are committed to keeping children & young people safe

Through our Child Safe Sport Framework, we document our clear commitment to keeping children and young people safe from abuse and neglect. We communicate our commitment to all our staff and volunteers and give them access to a copy of our commitment statement.

Our staff and volunteers know the behaviour we expect

We ensure that each person involved in our delivery of services to children and young people understands their role and the behaviour we expect in relation to keeping children and young people safe from abuse and neglect through the application of the Code of Behaviour. We utilise clear position descriptions which clearly state relevant child safe requirements. We have a Code of Conduct, which is approved and endorsed by the Board of Directors and CEO of our organisation that outlines our expectations for behaviour towards children and young people. Our staff and volunteers are given a copy of and have access to the Code of Conduct. Our staff and volunteers indicate, in writing, that they have read and are committed to the Code of Conduct.

We minimise the likelihood of recruiting a person who is unsuitable

We have appropriate measures in place to minimise the likelihood that we will recruit staff or volunteers who are unsuitable to work / volunteer with children or young people. We have recruitment procedures that ensure:

- our child safe commitment is communicated to potential applicants for positions;
- face-to-face interviews are held which includes child safety related questions;
- two professional reference checks are undertaken; and
- screening checks are undertaken, including identity, criminal record, working with children checks, and where appropriate equivalent checks where the person have lived worked in other jurisdictions and qualification checks.

Induction and training is part of our commitment

We provide all new staff and volunteers with information during their induction about our commitment to keep children safe including our policy, Code of Conduct and child abuse reporting policy. We have a process for ensuring all staff and volunteers complete child safe training. We support ongoing education and training for our staff and volunteers to ensure child safe information is provided in an ongoing way.

We ensure that our staff and volunteers have up to date information relevant to specific legislation applying in the state or territory that they are based in or where they may travel to as a part of their duties.

We encourage the involvement of children, young people and their parents

We involve and communicate with children and young people and their families in developing a safe, inclusive and supportive environment. We provide information to children and their carers (such as brochures, posters, handbooks, guidelines) about:

- our commitment to keeping children safe and communicating their rights;
- the behaviour we expect of our staff and volunteers and of themselves; and
- our policy about responding to child abuse.

We have processes for encouraging two-way communication with children and families. We seek their feedback and have a process for responding. We respect diversity and seek to facilitate effective communication and involvement.

Our staff and volunteers understand their responsibility for reporting child abuse

Our policy for responding to child abuse is approved and endorsed from the Board of Directors and CEO of our organisation and applies to all our staff and volunteers. The policy states that:

- staff and volunteers must immediately report abuse or neglect;
- staff and volunteers must immediately report any concerns about inappropriate behaviour of staff and volunteers that breaches the code of conduct;
- staff and volunteers must meet any legislated mandatory or other jurisdictional reporting requirements;

- staff and volunteers must follow a specified process when reporting abuse or neglect including who will receive reports; and
- failure to report is serious misconduct.

Our staff and volunteers are given a copy of and have access to the policy and understand the implications of the policy for their role. We document any allegation, disclosure or concern regarding child abuse and monitor responses to all allegations, disclosures or concerns.

We maintain and improve our policies and practices

We are committed to maintaining and improving our policies, procedures and practices to keep children and young people safe from neglect and abuse. We have assigned responsibility for maintaining and improving our policies and procedures to the CEO.

We monitor our staff, volunteers and external providers to ensure that appropriate practice, behaviour, and policies are followed. We communicate with our staff and volunteers to ensure that they understand our policies and that the policies are effective in the workplace. We require our staff and volunteers to disclose convictions or charges affecting their suitability to work with children and young people and we review police record checks and verify WWCC clearances periodically.

We have formally reviewed our service delivery to identify and document potential risks to children or young people. We undertake formal reviews, at least annually, to identify and document potential risks to children or young people associated with our service delivery. We will implement a procedure to undertake annual reviews, as part of our ongoing compliance with child safe requirements.

Document Version History

Reference	Date approved	Date Last amended	Date of next review	Status
Draft_v1 7.7.2019	27.11.19	9.7.2019	Dec 2020	Endorsed by: CEO Approved by: Board