



BRUFC Child Safety Risk Management Plan and Policy

STATEMENT OF COMMITMENT

BRUFC is committed to providing services to children and young people to assist them to develop skills and attributes both on the field and off the field in the game and community of rugby union. Our club is committed to ensuring the safety and wellbeing of all children and young people and will endeavour to provide a safe and supportive environment for children and young people by:

1. Developing, maintaining and reviewing this risk management plan
2. Having a child safe or member protection policy which addresses the child safe obligations as set out by the South Australian Governments Office for Sport and Receptions obligations and in line with the Children's Protection Act 1993
3. Having guidelines and procedures that support this policy
4. Appointing an appropriately trained Child Safety Officer (to be annually reviewed and appointed)
5. Having relevant history assessments of junior club coaches and managers in line with national standards
6. Appointing appropriately trained and committed junior coaches and managers and maintaining files of junior club coaches and managers including qualifications as necessary
7. Providing all executive committee members and junior club coaches and managers with face to face, paper copies and online information and training about child safe environments and mandatory reporting to support their roles
8. Provide point of contact information (Child safety Officer) and mandatory obligation information to children, young people and their families
9. Encourage children in the participation of decision making



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1. Developing, maintaining and reviewing this risk management plan

- 1.1 The BRUFC child safety risk management plan is to be developed and reviewed biannually by the executive committee and an appropriately trained Child Safety officer who has;
- Undertaken the South Australian Child Safe Environments Full Day (7 hr) Training (CSE) by an accredited trainer or training organisation as prescribed by The Department for Education and Child Development (DECD) and/or RUSA/ORS endorsed Child Safety Officer Training
- 1.2 This policy is to be maintained and reviewed bi-annually and approved formally by the BRUFC executive Committee and published on the BRUFC website and made available upon request in electronic and print format for all members including children and young people and their families.
- 1.3 Changes, adjustments or modifications in line with legislative requirements and/or industry standards are to be made as necessary by the appointed Child safety Officer and Executive Committee in line with clause 1.2 of this plan.

2. Having a child safe or member protection policy which addresses the child safe obligations as set out by the South Australian Governments Office for Sport and Recreations obligations and in line with the Children’s Protection Act 1993

- 2.1 The Child Safe or Member protection policy is to be maintained and reviewed bi-annually and approved formally by the BRUFC executive Committee and published on the BRUFC website and made available in electronic and print format (as necessary) for all members including children and young people and their families.

3. Having guidelines and procedures (codes of conduct) that support the policy

- 3.1 Codes of conduct are to be maintained and reviewed bi-annually and approved formally by the BRUFC executive Committee and published on the BRUFC website and made available upon request in electronic and print format for all members including children and young people and their families. See appendices 1, & 2

4. Appointing an appropriately trained Child Safety Officer (to be annually reviewed and appointed)

- 4.1 The BRUFC executive committee will appoint annually, an appropriately trained club member to the role of “Child Safety Officer”.
- 4.2 The BRUFC Child Safety Officer will have completed at a minimum, the Child safety officer training as endorsed and provided by RUSA and ORS and provide evidence of completion for record to the executive committee.
- 4.3 The BRUFC Child safety Officer will at all times hold a satisfactory DCSI screen (Child related screening) no more than 3 years old, to be held on record by the secretary of the executive committee



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4.4 The BRUFC Child safety officer will sign the BRUFC Child safety Officer description agreeing to the terms of the role and agreeing to voluntarily disclose any potential or actual situations, actions or involvement that may jeopardise or put at risk, club members, and/or the integrity of the position, executive committee and/or club. See appendix 3

5. Having relevant history assessments of junior club coaches and managers in line with national standards

5.1 All staff and volunteers who occupy a prescribed position (as set out under section 8B (8) of the South Australian Children's Protection Act 1993) are required to undergo a relevant history assessment once every three years unless an exemption applies.

5.2 Junior Coaches of all grades and ancillary competitions are required to apply for a Department of Communities and Social Inclusion (DCSI) "Child related" screen as initiated by BRUFC or a National Police check via SAPOL and supply a copy to the executive committee to be kept on file record, of a satisfactory screening outcome in their first season and every three years thereafter.

5.3 Analysis of DCSI screening outcomes and/or National police check screening outcomes will be undertaken by the Child Safety Officer and Executive committee. In the event that a screening outcomes shows recorded charges, convictions and/or prosecutions of a nature deemed to be unsafe or potentially providing risk to club members, the executive committee has sole discretion to act and will make a decision about the coach's or managers suitability.

5.4 The outcomes of all DCSI screens and National Police check screens will be kept on club member file by the secretary. Files will remain confidential and will not be publicised to any person or persons outside the executive committee unless the executive committee deem the outcome to be placing club members or public in immediate danger or risk. In this event, BRUFC club president and Child Safety officer will refer to RUSA, The Office for Recreation and Sport (ORS) and the Department for Child Protection and follow reasonable direction.

5.5 Junior club coaches and managers are required to receive, read, understand, sign and adhere to all club policies/codes of conduct with regard to "Child safe environments" and in doing so, agree to abide by their direction.

5.6 Junior club coaches and managers are required to receive, read, understand, sign and adhere to the BRUFC junior club code of conduct and in doing so also agree to voluntarily disclose any action, situation and/or involvement that may breach club policy and/or place any club member or the executive committee at actual or vicarious risk. See appendix 1.



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6. Appointing appropriately trained and committed junior coaches and managers and maintaining files of junior club coaches and managers including qualifications as necessary

- 6.1 BRUFC will maintain junior club coach and manager staff files including relevant/necessary qualifications, DCSI and national police check screens (as outlined herewith)
- 6.2 Junior club coach and manager staff files will be stored and maintained by the club secretary and will be treated confidentially by the executive committee.

7. Providing all executive committee members and junior club coaches and managers with face to face, paper copies and/or online information and training about child safe environments and mandatory reporting to support their roles

- 7.1 BRUFC will, either through internal staff development or through the engagement of an external presenter, provide at least one (1) annual face to face education session to junior club coaches, managers and executive committee members on “Child Safe Environments” and Mandated Child Abuse reporting abridged and relevant to sports coaching and management.
- 7.2 Junior Coaches and managers who have not attended a face to face education session, will be required to undertake the online <https://www.playbytherules.net.au/online-courses/child-protection-online-course> Training and supply certification to the club secretary for record on their file.
- 7.3 BRUFC will provide, as necessary paper copies of this and above mentioned policies/codes of conduct, to any club member or interested community member.
- 7.4 BRUFC will provide and maintain online/electronic access to this policy and appendices via link on the BRUFC club website and via email from the club secretary.
- 7.5 BRUFC will provide all junior club coaches and manager with guidelines for mandated notifiers and organisations https://www.decd.sa.gov.au/sites/g/files/net691/f/cse_guidlines.pdf

8. Provide point of contact information (Child safety Officer) and mandatory obligation information to children, young people and their families

- 8.1 The BRUFC executive committee annually appointed “Child Safety Officer” will be publicised on the BUFC website, in poster format (see appendix 4), and be advertised via newsletter and club blog.
- 8.2 The appointed “Child Safety Officer” contact details will be made available to all club members (junior and senior) annually via registration details.
- 8.3 The appointed “Child Safety Officer” will formally make themselves known to junior club members and their families during training at the beginning of each season by talking with teams in the presence of coaches and managers.



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<p>9. Encourage children in the participation of decision making</p> <p>9.1 BRUFC is committed to encouraging and engaging junior club members in decision making. This is maintained primarily by the Vice President acting as a junior club representative.</p> <p>9.2 The Vice president will develop and facilitate a junior club sub-committee and endeavour to ensure children’s participation in decision making with regards to this policy and its appendices.</p>
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I have read and understood the BRUFC Child Safety Risk Management Plan and Policy and agree to abide by all sections relevant to my role within the club. In addition, I understand that it is my responsibility to seek guidance from the appointed Child Safety Officer or CARL or DCSI in the event that I am unsure of my role or responsibility with regards to maintaining a child safe environment and mandatory reporting of suspected abuse or neglect.

Name:.....

Signature:.....Date.....

Club Role/Position:.....Year:



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APPENDIX 1 - Code of conduct for junior coaches & managers

(to be completed by all junior coaches and managers at the commencement of each season and kept on file by the BRUFC club secretary)

- Remember that young people participate for pleasure - winning is only part of the fun.
- Operate within the rules and spirit of your sport -help your players to understand that playing by the rules is their responsibility.
- Relate to officials in a courteous and polite way.
- Implement relevant sport safety policies and practices.
- Implement policy and practices (and lead by example) - in relation to responsible use of alcohol and in relation to recreational and performance enhancing drugs.
- Listen to your players - ensure that the time they spend with you is a positive experience.
- Encourage young people to participate in administration, coaching and officiating -as well as playing.
- Promote a culturally tolerant environment.
- Respect the rights, dignity and worth of all participants - regardless of their gender, ability, cultural background or religion.
- Keep up to date with coaching practices and qualifications –ensure you understand the principles of physical growth and development.
- Give young people the chance to try out different playing positions and different sports.
- Ensure you are aware of your club’s child safe policy – ensure you are aware of your mandated responsibility to report suspicion of child abuse and neglect. Complete the online training <https://www.playbytherules.net.au/online-courses/child-protection-online-course> and or Face to face CSE-RAN training.
- Ensure that any physical contact with a young person is appropriate –is it necessary for the player’s skill development?
- Avoid developing any ‘special’ relationships with children – ensure that you show no favouritism such as the offering of gifts or special treatment. This includes intimate relationships and personal online social networking with team members.
- Agree to voluntarily disclose any potential or actual situations, actions or involvement that may jeopardise or put at risk, club members, and/or the integrity of the position, executive committee and/or club.

I agree to abide by this code of conduct and that I have received the DECD Mandatory Notification guidelines

Name:.....

Signature:.....Date.....

Club Role/Position:.....Year:



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APPENDIX 2 - Code of conduct for administrators with Junior contact

(to be completed by all executive committee members with junior contact at the commencement of each season and kept on file by the BRUFC club secretary)

- Ensure you are aware of your obligations to provide a child safe environment – this includes risk management, child safe policy, appropriate screening of staff/volunteers and mandatory notification obligations of certain people in the organisation. Complete the online training on <https://www.playbytherules.net.au/online-courses/child-protection-online-course> or face to face CSE RAN training.
- Ensure your club is accessible for all to participate and create pathways for young people to participate in your club - give them “a say “on decisions that affect them, provide leadership opportunities and most importantly listen to them.
- Ensure that the types of programs, rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of young players.
- Provide quality supervision and instruction for junior players - ensure volunteers are adequately trained.
- Direct coaches and officials to highlight appropriate behaviour and skill development.
- Ensure that everyone emphasises fair play - not winning at all costs.
- Give a code of behaviour sheet to spectators, officials, parents, coaches and players - encourage them to follow it.
- Develop where appropriate and distribute codes of behaviour for other volunteers – this may include team managers and sport trainers and first-aid staff.
- Remember, you set an example - your behaviour and comments should be positive and supportive.
- Implement policy and practices (and lead by example) - in relation to responsible use of alcohol and in relation to recreational and performance enhancing drugs.
- Adopt and implement relevant sport safety policies and practices.
- Promote a culturally tolerant environment and Respect the rights, dignity and worth of all participants - regardless of their gender, ability, cultural background or religion.
- Agree to voluntarily disclose any potential or actual situations, actions or involvement that may jeopardise or put at risk, club members, and/or the integrity of the position, executive committee and/or club.

I agree to abide by this code of conduct

Name:.....

Signature:.....Date.....

Club Role/Position:.....Year:



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APPENDIX 3 – Child Safety Officer Description

(to be completed by the Child safety Officer and co-signed by the Club President at the commencement of each season and kept on file by the BRUFC club secretary)

The BRUFC appointed “Child Safety Officer” willingly agrees to take on and abide by the following;

<ul style="list-style-type: none"> • have completed at a minimum, the Child safety officer training as endorsed and provided by RUSA and ORS and provide evidence of completion for record to the executive committee
<ul style="list-style-type: none"> • hold a satisfactory DCSI screen (Child related screening) no more than 3 years old, to be held on record by the secretary (and President in the case that the Child Safety Officer is also the Secretary) of the executive committee
<ul style="list-style-type: none"> • agree to and sign this BRUFC Child safety Officer description agreeing to the terms of the role and agreeing to voluntarily disclose any potential or actual situations, actions or involvement that may jeopardise or put at risk, club members, and/or the integrity of the position, executive committee and/or club.
<ul style="list-style-type: none"> • report to the Child Abuse Report Line (C.A.R.L.) any/all situations or events of reasonable suspicion of child abuse or neglect
<ul style="list-style-type: none"> • provide, facilitate or arrange at least annual education to junior club coaches and manager and interested parties (including families, parents/caregivers) on Child Safe Environments as prescribed by the Dept. for Child Protection and/or the Office for Recreation and Sport.
<ul style="list-style-type: none"> • agree to and ensure the display in the BRUFC club rooms in poster format and on the BRFC website, their contact details and role as Child Safety Officer
<ul style="list-style-type: none"> • engage children and young people of the BRUF Club in person at the commencement of each season about the role of the Child Safety Officer
<ul style="list-style-type: none"> • voluntarily disclose any potential or actual situations, actions or involvement that may jeopardise or put at risk, club members, and/or the integrity of the position, executive committee and/or club.

Name:.....

Signature:.....Date.....

Witness Name: :.....

Witness Signature: :.....Date.....



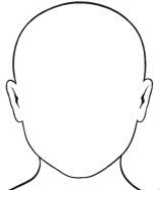
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APPENDIX 4 – Child Safety Officer Poster

(to be displayed in strategic areas in the BRUF club rooms and on the BRUFC website)

Your Club Child Safety Officer Is

Name :



DSCI (Child Related screening) Date	
Child Safe Environments Training Date	
Phone number	
Email address	
Confidentiality commitment	<p style="text-align: center;">Anything you tell me will be kept in confidence. That means that I won't tell anyone else unless I believe that you're unsafe or in danger and if I do, I will only tell people who are going to help. I am someone you can trust!</p>
Role	<p style="text-align: center;">My role is to be available to you! I am here to offer you support and help if you feel unsafe or if you need help.</p>
Come and talk to me about	<p style="text-align: center;">Anything that is worrying you. You can tell me about any issues that make you feel uncomfortable, weird or unsafe at the club, at school or at home. You can talk to me even if you have questions, I want to help.</p>
Also	<p style="text-align: center;">Your coach and team manager has been trained and they want to help too!</p>