



# GLENELG BASEBALL CLUB INC.

FOUNDED 1931 ABN 43 351 663 278 INCORPORATED  
PRFMIFRS 1962 1976-77 1978-79 1979-80 1982-83 2000-01

 **P.O. BOX 51, GLENELG, 5045**

Grounds and Clubhouse: Anderson Avenue, Glenelg North SA 5045

Web site: [www.glenelgbaseballclub.com.au](http://www.glenelgbaseballclub.com.au)

## POSITION STATEMENT 1

### CHILD PROTECTION

Glenelg Baseball Club is committed to the safety and wellbeing of all children and young people accessing our service. We support the rights of the child and will act without hesitation to ensure a child-safe environment is maintained at all times. We also support the rights and wellbeing of our members and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.

Glenelg Baseball Club acknowledges that our members and volunteers provide a valuable contribution to the positive experiences of children involved in our sport. Glenelg Baseball Club aims to continue this and to take measures to protect the safety and welfare of children participating in our sport by:

#### **Developing Codes of Conduct for Adults and Children**

Glenelg Baseball Club will ensure that the organisation has codes of conduct that specify standards of conduct and care for all members, coaches, players and volunteers.

The code(s) of conduct will set out professional boundaries, ethical behaviour and unacceptable behaviour.

#### **Choosing Suitable Employees and Volunteers**

Glenelg Baseball Club will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children (in prescribed positions).

This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

Glenelg Baseball Club will ensure that working with children checks/criminal history assessments are conducted for coaches, members and volunteers working with children, where an assessment is required by law.

If a criminal history report is obtained as part of their screening process, Glenelg Baseball Club will ensure that the criminal history information is dealt with in accordance with relevant state requirements.

### **Supporting, Training, Supervising and Enhancing Performance**

Glenelg Baseball Club will ensure that coaches, members and volunteers who work with children or their records have support and training such that their performance is developed and enhanced to promote the establishment and maintenance of a child-safe environment.

### **Reporting and Responding Appropriately to Suspected Abuse and Neglect**

Glenelg Baseball Club will ensure that volunteers and employees are able to identify and respond to children at risk of harm.

If any person feels another person or organisation bound by this policy is acting inappropriately towards a child or is breaching the code(s) of practice set out they may make an internal complaint. Please refer to our [complaints procedure](#) set out in Position Statement 5. This will explain what to do about the behaviour and how the Glenelg Baseball Club will deal with the problem.

### **Taking Images of Children**

Images of children can be used inappropriately or illegally. Glenelg Baseball Club requires that individuals, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. We also require the privacy of others to be respected and disallow the use of camera phones, videos and cameras inside changing areas, showers and toilets.

If Glenelg Baseball Club uses an image of a child it will avoid naming or identifying the child or it will, wherever possible, avoid using both the first name and surname. We will not display personal information such as residential address, email address or telephone numbers without gaining consent from the parent/guardian. We will not display information about hobbies, likes/dislikes, school, etc as this information can be used as grooming tools by paedophiles or other persons. We will only use appropriate images of a child, relevant to our sport and ensure that the child is suitably clothed in a manner that promotes the sport, displays its successes, etc. Where possible we will seek permission to use these images.

We require our members to do likewise.

## Dictionary

In this Position Statement:

*Abuse* is a form of harassment and includes physical abuse, emotional abuse, sexual abuse, neglect, and abuse of power. Examples of abusive behaviour include bullying, humiliation, verbal abuse and insults.

*Child* means a person who is under the age of 18 years.

*Child abuse* involves conduct which puts children at risk of harm (usually by adults, sometimes by other children) and often by those they know and trust. It can take many forms, including verbal and physical actions and by people failing to provide them with basic care. Child abuse may include:

- physical abuse by hurting a child or a child's development (e.g. hitting, shaking or other physical harm; giving a child alcohol or drugs; or training that exceeds the child's development or maturity); and/or
- sexual abuse by adults or other children where a child is encouraged or forced to watch or engage in sexual activity or where a child is subject to any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography including child pornography or inappropriate touching or conversations); and/or
- emotional abuse by ill-treating a child (e.g. humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a child); and/or
- neglect (e.g. failing to give food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury).

## SCREENING / WORKING WITH CHILDREN CHECK REQUIREMENTS

Child protection is about keeping children safe from harm/abuse. Child abuse is illegal, and all states and territories have their own systems and laws that cover screening and/or the reporting and investigation of cases of child abuse.

Working with Children Check (WWCC) laws aim to prevent people who pose a risk from working with children as paid employees or volunteers. In South Australian laws require individuals involved in areas such as sport and recreation to undertake a check to determine their suitability to work (in a paid or volunteer capacity) with children. This is done by checking certain criminal history and other matters. There are also requirements placed on organisations (see below).

New requirements and amendments will be added to this policy as they are introduced.

Please be aware that state and territory WWCC requirements may also apply to individuals who visit states with screening laws. For example, if the club takes players U18 into New South Wales for training camps, competition or other activities, those travelling with the teams must comply with NSW law.

The following sets out the screening process for people involved with Glenelg Baseball Club who work, coach, supervise or have regular unsupervised contact with people under the age of 18 years.

Glenelg Baseball Club will:

1. Identify positions that involve working, coaching, supervising or regular unsupervised contact with people under the age of 18 years.
2. Obtain a completed Member Protection Declaration (MPD) (Attachment 3) from all people who are identified in the above step and keep it in a secure place.
3. Provide an opportunity for a person to give an explanation if a MPD isn't provided or it reveals that the person doesn't satisfactorily meet any of the clauses in the MPD. We will then make an assessment as to whether the person may be unsuitable to work with people under the age of 18 years. If unsatisfied we will not appoint them to the role/position.
4. Where possible, check a person's referees (verbal or written) about his/her suitability for the role.
5. Ask the people identified in step 1 to sign a consent form for a national police check.

6. If a person does not agree to a national police check after we have explained why it is a requirement under our position statement, we will make an assessment as to whether the person may or may be unsuitable to work with people under the age of 18 years. If unsatisfied, we will not appoint them.
7. Where it is not practical to complete the police check prior to the person commencing in a position, we will complete the check as soon as possible, and if necessary, act immediately on the outcome.
8. Protect the privacy of any person who is checked and maintain confidentiality of any information obtained through the checking process.
9. Return information collected during screening (such as a completed MPD form, police records and referee reports) to the relevant person if that person is not appointed to the position, or otherwise be destroyed within 28 days of the date of the decision or the expiry of any appeal period, unless within that time the person requests that the documents be returned to them. For appointed persons, information will be kept on file in a secure location.

The following Attachments 1-3 provide:

- summary information on South Australia's requirements and where to obtain more information and relevant forms;
- mandatory reporting and resources; and
- our Member Protection Declaration.

## *Attachment 1: SOUTH AUSTRALIAN REQUIREMENTS*

The *Children's Protection Act 1993 (SA)* requires all organisations providing health, education, welfare, sporting or recreational, religious or spiritual, child care, or residential services wholly or partly for children to develop policies and procedures to create and maintain a safe environment for children and young people.

In this context, a child safe environment is an environment which is both child-safe and child-friendly, where children feel respected, valued and encouraged to reach their full potential.

A child is any person less than 18 years of age.

As part of its obligation to establish and maintain a child safe environment, an organisation must:

- have in place appropriate child safe policies and procedures;
- conduct criminal history assessments for people working with children in prescribed positions; and
- lodge a statement about their child safe environment policies and procedures with the Department for Education and Child Development.

Child-safe environments also include a legal requirement for people to report suspected child abuse and neglect to the Child Abuse Report Line (13 14 78). This is known as mandatory notification (refer Attachment 2).

## *Attachment 2: MANDATORY NOTIFICATION*

Under Part 4 of the *Children's Protection Act 1993* (SA), certain people are obliged to notify Families SA via the Child Abuse Report Line (CARL) 13 14 78 if they suspect on reasonable grounds that a child/ young person has been, or is being, abused and/or neglected and the suspicion is formed in the course of the person's work (whether paid or voluntary) or in carrying out official duties.

The *Children's Protection Act 1993* (SA) requires organisations to put in place policies and procedures to ensure appropriate reports of abuse and neglect are made by mandated notifiers.

At a minimum, an organisation should develop and distribute clear procedures and guidance for mandated notifiers within the organisation that include:

- adequate information to assist people to identify children at risk of harm and to report suspected abuse or neglect to the Child Abuse Report Line;
- procedures setting out the action that should be taken if there are any concerns about a child's safety or welfare;
- information about support that is available for children, staff and volunteers when a report is made; and
- procedures for dealing with concerns of abuse or neglect perpetrated by an employee or volunteer of the organisation.

The Glenelg Baseball Club will ensure all staff and volunteers have access to the following document: *Child Safe Environments: Reporting Child Abuse and Neglect: Guidelines for mandated notifiers and information for organisations.*

<http://www.decd.sa.gov.au/docs/documents/1/GdelinesRptgAbuseNeglect.pdf>

The Glenelg Baseball Club will require all staff and volunteers working with children to undertake the e-learning course *Play By The Rules - 'Child Protection' & 'Harassment And Discrimination'*, available at:

<http://www.playbytherules.net.au/component/content/article/45-online-learning/1303>

For more information on child abuse and neglect visit the Department for Education and Childhood Development:

<http://www.decd.sa.gov.au/>

*Attachment 3: MEMBER PROTECTION DECLARATION*

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Glenelg Baseball Club has a duty of care to all those associated with the sport at the national, state, association and/or club level

Glenelg Baseball Club, must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I ..... (name) of .....

..... (address) born ...../...../.....

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence narcotics and certain driving offences.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence, narcotics and certain driving offences.
4. I am not currently serving a sanction for an anti-doping rule violation under an ASADA approved anti-doping policy applicable to me.
5. I will not participate in, facilitate or encourage any practice prohibited by the World Anti-Doping Agency Code or any other ASADA approved anti-doping policy applicable to me.
6. To my knowledge there is no other matter that Glenelg Baseball Club, may consider to constitute a risk to its members, volunteers, athletes or reputation by engaging me.
7. I will notify the President of the organisation engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 6] above has changed.

Declared in the State of South Australia on ...../...../.....(date)

Signature .....

*Parent/Guardian Consent (in respect of a person under the age of 18 years)*

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:.....

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