



HECTORVILLE BASKETBALL CLUB

Working with children Policy

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Authorised and approved by	<i>Sally Coleman</i>

WORKING WITH CHILDREN POLICY

PURPOSE

Hectorville Basketball Club (**the Club**) is committed to the National Principles for Child Safe Organisations. The purpose of this policy is to supplement the Basketball Australia Child Safeguarding Policy and provide guidance for child safety procedures and risk mitigation strategies for the Club.

SCOPE

South Australian legislation requires organisations that provide services for children to create and maintain child safe environments. It is mandatory that all personnel involved in a sporting club that provides services to children obtain a 'Working with Children Check' (**WWCC**) regardless of whether they directly work with children.

This policy applies to all staff, volunteers, committee members, coaches (including assistant coaches and other support staff), team managers and referees.

While procedures are adopted to mitigate risk, it is important that all members of the basketball community understand child safety is everyone's responsibility.

POLICY

A WWCC issued by the Department of Human Services (DHS) Screening Unit is the only accepted form of background screening for working with children. Police checks, DCSI clearances, teacher's registration, vulnerable person screening or other screening types will not be accepted.

The following are minimum requirements to be met to support the provision of child safe environments:

- All persons 14 years old or over to whom this policy applies must present a valid WWCC prior to engagement, regardless of whether they directly work with children.
- All WWCCs presented must be verified for accuracy using the DHS portal.
- All staff, coaches, volunteers and court supervisors must complete the Play by the Rules online training in Child protection, and Harassment and Discrimination.
- Recruitment processes will incorporate assessment for suitability to work with children (a valid WWCC is not the only form of assessment).
- Induction processes will include child safety information.
- A Member Protection Officer (**MPO**) and Child Protection Officer (**CPO**) must be made available at the Club. The MPO and CPO will be listed on the Club website with contact details so members know who they can contact.
- Members of the Club will be made aware of the policies and codes of conduct that support a child safe environment, including but not limited to this policy and the National Integrity policies [BA-National-Integrity-Framework-1-January-2023.docx \(live.com\)](#)

Exclusions



The Club will accept the following exclusions to requiring a WWCC

- You are a sworn SA Police or Australian Federal Police Officer
- You are acting in a role that is unlikely to be for more than seven days (consecutive or not) in a calendar year
- You live interstate, have a current child-related check from your home state, and are working at an organised event in South Australia lasting no more than 10 consecutive days
- You are under 14 years of age

If applying for an exclusion, a record or reason for the exclusion must be recorded on the WWCC Register maintained by the Club.

Club expectations

The Club expects staff and volunteers to:

- Listen to children and respond to their concerns.
- Give consideration to children and young people's needs and how this may differ between children eg indigenous, culturally diverse backgrounds, disability, LGBTQI.
- Act within the Codes of Conduct and policies.
- Maintain professional boundaries:
 - Act within the scope of your role when working with children;
 - Maintain equal consideration when working with children (ie no favouritism).

The Club maintains the following parameters for staff and volunteers when working with children:

- Staff and volunteers should not transport children in their own vehicle unless specifically approved in writing by the child's parent or guardian.
- Staff and volunteers should not give gifts/presents to children other than the provision of official awards.
- Staff and volunteers should not engage in open discussions of a mature or adult nature in the presence of children (other than reasonable conversations related to the child's participation in basketball activities).
- Unless there is an existing social, personal or family relationship, staff and volunteers should not:
 - Have one on one contact with a child outside of basketball related activities (includes direct contact such as in-person as well as indirect, such as by phone or online);
 - Accept an invitation to attend any private social function at the request of a child or their family.

Record keeping and monitoring

The Club will maintain a WWCC Register for the purpose of monitoring the status of WWCCs.

The WWCC Register will include the full name, date of birth, screening reference number, WWCC status and WWCC expiry as a minimum. The WWCC Register may also include Playing by the Rules training log and other information relevant to working with children, for example current first aid certificate.

Mandatory Reporting



Employees and volunteers within sport are classified as mandatory notifiers. A mandated notifier is required by law to notify the Department for Child Protection if they suspect on reasonable grounds that a child or young person is, or may be, at risk of harm. This obligation arises when a mandated notifier forms this suspicion in the course of their employment (whether paid or voluntary). The mandated notifier does not have to be able to prove that harm has occurred.

Reasonable grounds to report suspected risk of harm may include:

- When your own observations or a particular child's behaviour and/or injuries lead you to suspect a child is, or may be, at risk of harm.
- When a child tells you they have been harmed.
- A child telling you that they know of someone who has been harmed (they may possibly be referring to themselves).
- When your own observations about the behaviour of the child, or their adult caregivers, give you cause to suspect that a child is being, or is at risk of being harmed.
- When you hear about it from someone who is in a position to provide reliable information perhaps a relative or friend, neighbour or sibling or a child who is at risk.

All staff and volunteers have a duty of care to respond to the needs of the child and their family.

To report a reasonable suspicion that a child has been harmed or is at risk of being harmed phone the **Child Abuse Report Line (CAR) on 13 14 78**. **The report line is open 24 hours a day, 7 days a week.**

FURTHER INFORMATION

- Child Safety (Prohibited Persons) Act 2016
- Child Safety (Prohibited Persons) Regulations 2019
- Children and Young People (Safety) Act 2017
- SA.GOV.AU – report child abuse
- Basketball Australia Child Safeguarding Policy
- Basketball Australia Member Protection Policy
- Basketball Australia Complaints Policy
- Basketball SA Code of Conduct
- Basketball SA Video and Photography Policy
- Basketball SA Social Media Policy