



LAMEROO SPORTS CLUB INC

CLUB POLICY MANUAL

Version 2 – April 2021

LAMEROO SPORTS CLUB INC – POLICY MANUAL

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RISK MANAGEMENT POLICY

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Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

The purpose of this policy is to provide a framework for the elimination or control of all risks associated with the Lameroo Sports Club's activities.

POLICY STATEMENT

Risks are inherent in all aspects of Australian Rules Football, Netball, Tennis and Cricket and the Lameroo Sports Club acknowledges the role of risk management as critical to the safe and controlled provision of the sport to players, officials, volunteers and spectators. The Lameroo Sports Club is committed to managing risk in accordance with the process described in Australian/New Zealand Standard 4360:1999 Risk Management.

This Standard requires the Lameroo Sports Club's risk management strategy is a systematic hierarchical driven process to identify, analyse, assess, communicate and treat risks that can adversely impact on the performance and standing of the organization.

The range of risks that the Lameroo Sports Club needs to be prepared to deal with will include:

- Public & Professional Liability responsibilities
- Occupational Health & Safety responsibilities
- Financial Management
- Organisational Management and Operational practices

SCOPE

The successful implementation of the Risk management Policy requires a consistent and systematic approach to risk management at all levels of each Club's operation. In order to manage risk in accordance with best practice, the Lameroo Sports Club will comply with the requirements of A/NZ Standard 4360:1999 Risk Management as well as the Club's established ethical standards and values.

OBJECTIVES

The objectives of the policy are:

- Identify, report and analyse the Club's liability associated with its range of risks
- Encourage the ongoing identification and reporting of potential risks
- Determine the magnitude of risks
- Develop a risk register
- Develop, prioritise and implement ongoing plans and strategies to address risks
- Promote and support risk management practices throughout the Club
- Gain organisational support for risk management undertakings
- Educate members on good risk management practices
- Minimise the cost of insurance claims and premiums
- Protect the Club's corporate image as a professional, responsible and ethical organisation

RISK MANAGEMENT POLICY

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REVIEW INFORMATION

The Risk Management system and Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

RISK MANAGEMENT POLICY

RISK MANAGEMENT METHODOLOGY

RISK IDENTIFICATION

The Lameroo Sports Club Inc Committee shall be responsible for the establishment of a Risk Register and the setting of plans and strategic timeframes for treatment of risk. The Risk Register and completed risk assessment forms are located in the Sports Club.

RISK ASSESSMENTS

The risk assessment analyses the exposures identified, quantifies the likelihood of certain events occurring and determines the consequences, both financial and operational. The following are provided as a guide:

Player Safety

- The playing surface, fences and goal/behind posts
- Sufficient qualified trainers & coaches
- Medical checks on players
- Team hygiene practices
- Player change-room facilities
- Emergency medical equipment
- Availability / accessibility to emergency services

Official Safety

- Secure umpire rooms
- Competent umpire escorts

Recreation Reserve - Operational

- Public viewing areas
- Scoreboard / timekeeper facilities
- Vehicular movement and parking areas
- Public conveniences
- Crowd control
- Food/beverage handling and selling areas

General

- Child Safety aspects of the Club
- Money handling
- Player / Official valuables security
- Building security

MONITORING & REVIEW

It is incumbent on the Sports Club Committee to review the performance of the risk management systems and changes which might affect it on an annual basis.

Records are to be maintained for the following:

- Hazard identification
- Risk assessments
- Accident / incidents report form
- Player health
- Working with Children Checks lodged through the online DHS Portal.
- Child Safety Compliance Statement, lodged with the DHS.

EQUAL OPPORTUNITY AND TOLERANCE POLICY

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Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

To eliminate discrimination or harassment in the Club based on personal characteristics including race, gender, marital/parental status, physical or intellectual impairment, same sex preference, age, or political associations or beliefs.

POLICY STATEMENT

The Lamerloo Sports Club supports equal opportunity as applied to membership, coaching, committee appointments, volunteers and player selection and will make decisions based on a person's skills with disregard to personal characteristics including race, gender, marital/parental status, physical or intellectual impairment, same sex preference, age, or political affiliation or beliefs. The exception to this statement exist where a rule or bi-law has been established by the Club, Association or State Body that prohibits participation of an individual in a particular competition because of safety or maturation considerations.

All members of the Club are expected to treat all people with respect and not to discriminate directly or indirectly against people based on personal characteristics including those listed. Any person engaging in behaviour deemed as racially vilifying, homophobic, or discriminatory will encounter disciplinary action.

PROCEDURES

Refer to Club Information and Procedure Document, Section 3.1 – Grievance Procedure.

REVIEW INFORMATION

This Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

ANTI-HARASSMENT/SEXUAL HARASSMENT POLICY

Page 1 of 1

Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

To ensure that all Committee Members, players, coaches, officials, volunteers and spectators associated with the Lameruo Sports Club Inc enjoy an environment free from harassment of any kind including sexual harassment.

POLICY STATEMENT

Harassment of any kind is not acceptable at the Lameruo Sports Club Inc or within any Club that forms part of its Incorporation. Complaints related to behaviour of this nature will be treated as serious and will be dealt with promptly, confidentially and impartially by the Committee or chosen independent party. No person who lodges a complaint with respect to harassment will be disadvantaged because they have made the complaint.

PROCEDURES

Refer to individual Club Handbook and Procedures Document for further information on Grievance Procedure, Section 3. All Club Handbooks are available from Club Secretaries or are available on the Website.

REVIEW INFORMATION

This Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

VOLUNTEER MANAGEMENT POLICY

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Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

The Volunteer Management Policy provides a framework to ensure the best management of volunteers possible in this Club. It clarifies the Lameroo Sports Club Inc's necessity and underlying philosophy of involving volunteers in the operation of the Club and provides direction and structure to the way volunteers are managed.

The policy also aims to set out the expectations of the Club and articulates the rights and responsibilities of volunteers.

POLICY STATEMENT

The Lameroo Sports Club Inc values and encourages the involvement of volunteers in Club and community activities, programs, events and services. The Club will formally recognise the efforts of its Volunteers through presentations and awards for outstanding service.

SCOPE

This policy applies to all elected committee members, volunteers and prospective new volunteers in the organisation.

RELATED DOCUMENTS

- 1) Members, Spectators and Parent/Guardians Code of Conduct (located in Club Information and Procedure)
- 2) Anti-Harassment Policy
- 3) Risk Management Policy
- 4) Grievance Procedure (located in Club Information and Procedure Booklet)

APPLICATION OF POLICY

PROTECTION AND INSURANCE

- Volunteers are protected from personal liability while carrying out volunteer work for an incorporated community organisation by The Volunteer Protection Act 2001.
- Volunteers are insured against permanent injury by the Clubs Insurance cover. Refer to Members Information Brochure for details.

PLACEMENT, INDUCTION, TRAINING AND RETENTION

- Volunteers will be placed in activities, programs and services that match their skills, interests, knowledge and experience where-ever possible.
- Once a new volunteer is recognised, the volunteer will be provided with an Induction and site orientation, by an appropriately skilled member, whom outlines the Clubs policies and safety requirements.

VOLUNTEER MANAGEMENT POLICY

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APPLICATION OF POLICY, cont..

PLACEMENT, INDUCTION, TRAINING AND RETENTION, cont...

- Volunteers may be requested to attend training or development programs as determined necessary by the relevant overseeing Committees.
- The Club has the right to refuse a volunteer placement or to end a placement if:
 - a) There is a perceived risk to the volunteers' health or welfare.
 - b) Suitable duties are not or are no longer available.
 - c) The volunteer does not comply with the Clubs Policies and Procedures including the Codes of Conduct.
 - d) The volunteer does not comply with the role they are there to undertake.
 - e) The volunteer does not comply with any reasonable request for personal information.

WORKING WITH CHILDREN CHECKS

All volunteers that will work in prescribed positions with children, must provide a satisfactory 'Working with Children Check' prior to commencement of their voluntary role. Details of this cleared check must be lodged on the DHS online portal, by the Sports Club ChildSafe Officer, Kate Venning.

RIGHTS OF VOLUNTEERS

The Club acknowledges and fully supports the volunteer's right to:

- a) Be treated fairly and respectfully and to be valued as an important member of the team.
- b) Receive ongoing support and direction.
- c) Work in a safe environment.
- d) Have complaints or grievances heard fairly.
- e) Be able to decline or withdraw from assigned tasks that are not suitable or place excessive demands on the volunteer.

RESPONSIBILITIES OF VOLUNTEERS

The Club determines that the following are the responsibility of the volunteer:

- a) To become familiar with the Clubs Policies and Procedures.
- b) Respect and maintain confidential information including medical and incident forms.
- c) Participate in training and development as determined necessary by the Club.
- d) Perform responsibilities as defined for the volunteers' role.
- e) Work within a team structure and accept direction given by authorised staff.
- f) Inform relevant staff if unable to attend their assigned duty or duties.
- g) Attend their duties punctually and perform tasks appropriately.
- h) Work in a safe manner and not put others at risk.

REVIEW INFORMATION

This Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

DISABILITY DISCRIMINATION POLICY

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Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

The Lamerook Sports Club Inc recognises that it is unlawful to treat a person with a disability less favourably than a person who does not have a disability, in the same or similar circumstances. Such discrimination is covered by the Commonwealth Disability Discrimination Act 1992 and the Equal Opportunity Act 1995.

Disability covers:

- Physical
- Intellectual
- Psychiatric
- Sensory
- Neurological or learning difficulties
- Presence in the body of organisms causing diseases
- Beneficiaries of workers compensation

POLICY

The Lamerook Sports Club Inc embraces the Disability Discrimination Act 1992 premise that:

- people with disabilities are part of our diverse communities
- people with disabilities, their families and carers have a right to participate as fully as possible in the life of our communities
- people with disabilities are the primary source of information regarding the physical, social and cultural barriers to their participation in their local community.

PROCEDURES

The Lamerook Sports Club will continue to develop and implement this plan, which will focus on those physical, social & cultural barriers which create a handicap for people with disabilities to be able to enjoy sports at our Club.

Basic elements of the plan include:

1. Education of Club members
2. Education of visitors to the Club
3. Identifying specific issues at our Club that can make life unnecessarily difficult or complicated for people with disabilities
4. Develop strategies to deal with these issues

Specific elements of the plan will include:

1. Clearly defined disabled car parking areas at the football ground
2. Disabled toilet facilities
3. Access to canteen facilities
4. Access to Clubrooms
5. Access to the football oval
6. Accessible viewing areas

DISABILITY DISCRIMINATION POLICY

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REVIEW INFORMATION

This Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

REFUND, FEE WAIVER AND HARDSHIP POLICY

Page 1 of 2

Version: 1 (Mar 2015)	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

The Lamerook Sports Club Inc recognises that it is sometimes difficult for players to fulfil Club subscription and uniform fees, therefore has established a common Policy document from which to provide direction as the need arises.

POLICY STATEMENT

Registering to play with the Lamerook Sports Club organisations is a whole of season financial commitment. The Club incurs expenditure, mostly committed at the start of the season, including for equipment, ground hire, uniforms, insurances, plus team and player fees to the Association. The Club also incurs ground and facility maintenance and capital improvement costs. Player registration fees are relied on to fund the Club's operations and in return players are provided the opportunity to play for the season.

PROCEDURES

Refunds

A request for a refund must be submitted in writing to the Secretary of the Club and the decision to refund any or all of the fees will be at the Club's absolute discretion. Players who submit a request for a refund prior to the first competition game of the season will be granted a full refund.

Players who submit a request for a refund after the first competition game of the season will not be entitled to a refund unless special consideration is granted due to exceptional circumstances such as financial hardship. Refunds will not be granted due to withdrawal caused by injury or moving out of the area. Requests for a special consideration refund will be considered by the Committee on a case by case basis. The Club may from time to time approve refunds to players if it is of benefit to the team. If a refund is issued it will usually take into account fees already paid to the overarching Sporting organisation (eg SANFL, Netball SA, Tennis SA and SA Cricket Association).

Fee Waivers due to Hardship

Fee waivers (part reduction or full waivers) will be considered by the Committee on a case by case basis where financial hardship can be demonstrated. Hardship requests will be treated in confidence and we encourage people to approach a Committee member to discuss.

Fee Waivers due to Late Registration

Players who register late will generally be required to pay the full player fees. Exceptions will be considered by the Committee on a case by case basis. The Lamerook Sports Club relies on player fees to pay for equipment, ground hire, uniforms, insurances, team and player subs to the Association, along with ground and facility maintenance and capital improvement costs. If fees are late it is not fair on the Club and other players and it causes unnecessary work for the volunteers who have to chase the payments.

REFUND, FEE WAIVER AND HARDSHIP POLICY

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PROCEDURES, cont...

Preferred payment time: at time of registration.

It is much easier for the players and the Club if fees are paid at the time of registration.

Outstanding prior season fees

Any player that has fees outstanding from a prior season will not be permitted to register until paid in full.

Payment Arrangements

We understand there may be circumstances in which some players are unable to pay all fees upfront. Please contact the Secretary in advance of the payment deadline and consideration will be given to allowing payment over time.

REVIEW INFORMATION

This Policy will be reviewed annually at a General Meeting of the Sports Club to ensure the actions remain appropriate and effective.

CHILDSAFE POLICY

Version:	Approval Date:	Review Date:	
President:	Signature:	Name:	
Vice-President:	Signature:	Name:	

PURPOSE

This policy was written to demonstrate the strong commitment of Lameroo Sports Club to child safety and establishing and maintaining child safe and child friendly environments.

POLICY STATEMENT

This policy reflects our commitment to provide a safe environment where every person has the right to be treated with respect and is safe and protected from harm.

It complies with our obligations under the *Children and Young People (Safety) Act 2017* which requires prescribed organisations to provide safe environments for children and Young People, as set out in the legislation.

It also complies with the *Child Safety (Prohibited Persons) Act 2016* which sets out the obligations for persons or bodies who provide a service or undertake an activity that constitutes 'child related work'. It also includes ensuring these people have a valid Working with Children Check (WWCC).

It also complies with the Child safe environments: *National Principles for Child Safe Environments, 2021*. (Appendix C)

SCOPE

This policy, from the date of endorsement, applies to all people involved in the organisation, including:

- volunteers/ employees
- indirect service providers
- any other individual involved in this organisation

OBJECTIVES

Commitment to child safety

All children who come to the Lameroo Sports Club have a right to feel and be safe. We are committed to the safety and well-being of all children and young people accessing our services and the welfare of the children in our care will always be our first priority. We aim to create a child safe and child friendly environment where all children are valued and feel safe.

We have appointed a child safety officer as a first point of contact to provide advice and support to children, parents and volunteers regarding the safety and well-being of children in our organisation.

CHILDSAFE POLICY

OBJECTIVES, cont...

Children's participation

Lameroo Sports Club encourages and respects the views of children and young people who access our services. We listen to and act upon any concerns that children, young people or their families raise with us. We teach children what they can do if they feel unsafe and make them aware of key people in the club who they may report to as 'trusted adults'. Examples of this includes coaches, Team Managers and Club Presidents.

We ensure that children, young people and their families know their rights and how to access the complaints procedures available to them. This information is made available to them when they join a team. The Lameroo Sports Club policies are also available via the official Lameroo Hawks website.

We value diversity and do not tolerate any discriminatory practices.

Recruitment practices

Lameroo Sports Club takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children. A working with children check is conducted for each employee, volunteer or contractor who is, or will be, working with children or undertaking child-related work, as required by the *Child Safety (Prohibited Persons) Act 2016*, unless an exclusion applies.

It is the responsibility of the Child Safe Officers from each club (cricket, tennis, netball, football) to ensure all volunteers working with prescribed positions complete this process.

All volunteers will have their details lodged (WWCC) with the DHS central assessment unit, in the Lameroo Sports Club organisation's portal. It is the Lameroo Sports Club Child Safety Officer's role to ensure this occurs and to advise the central assessment unit where the organisation becomes aware of certain information.

Code of Conduct

All members are made aware of, and must abide by, our Code of Conduct. The Code of Conduct is located in the Club Handbook and Procedures Document that is available from Club Secretaries or on the Lameroo Hawks Website.

Support for volunteers

The Lameroo Sports Club seeks to attract and retain the best volunteers and employees. We provide support and supervision so people feel valued, respected and fairly treated. We ensure that volunteers/ employees who work with children have ongoing supervision, support and training so that their capacity is developed and enhanced to promote the establishment and maintenance of a child safe environment. (Refer to Appendix B).

Strategies we have implemented include:

- All new volunteers/ employees undergo induction and receive a copy of our child safe policy and code of conduct.

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- All volunteers/ employees receive regular supervision sessions that include a focus on ongoing learning about child protection and other matters that affect children and young people.
- A child safety officer has been appointed as a first point of contact for all child protection matters.

OBJECTIVES, cont...

Reporting and responding to suspected child harm or risk of harm.

The Lamerook Sports Club will not tolerate incidents of child harm or risk of harm.

All volunteers/ employees understand their obligation to notify the Child Abuse Report Line on **13 14 78** as soon as practicable if they have a reasonable suspicion that a child has been, or is being harmed, or is at risk of harm.

Mandated notifiers have a legal obligation to notify CARL as soon as practicable if they suspect on reasonable grounds that a child is, or may be at risk. **However, child protection is everybody's responsibility** and all members of your organisation are supported and encouraged to report the suspicion that a child or young person is, or may be at risk regardless of whether they are legally obligated to.

Further information about this process can be found at;

<https://www.childprotection.sa.gov.au/reporting-child-abuse/report-child-abuse-or-neglect>

We ensure that support is also available for the volunteer/ employee making the report, particularly where an ongoing service is provided to the child, young person and their family.

Supporting children, young people and their families

Child Protection is everyone's responsibility. The Lamerook Sports Club recognises that even where a report is made, we may still have a role in supporting the child or young person. This support may include:

- Referring the child, young person or their family to other appropriate services
- Displaying information about services that can assist children and their families (such as the Kids Helpline 1800 55 1800 and Youth Healthline 1300 13 17 19) in areas accessed by children and their families.

Dealing with reports or concerns relating to the actions of a volunteer/ employee of our organisation

All volunteers/ employees of the Lamerook Sports Club must immediately report any concerns or complaints relating to the behaviour or conduct of another person towards or affecting a child or young person. In addition to making a report to the Child Abuse Report Line, volunteers/ employees must also report to Kate Venning – Child Safety Officer or management if reasonable suspicion is formed that a child has been, or is being, or at risk of harm by another member or volunteer.

The Lamerook Sports Club will deal with all complaints promptly, sensitively and fairly with the paramount concern the safety, protection of children and young people.

Steps taken to deal with reports or concerns include;

- listening to the complaint and making a record of it
- considering whether interim action is required to ensure the safety of children and young people .

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- consulting with Child Abuse Report Line and/or the South Australia Police (if a child has been placed at risk of harm or criminal activity is suspected)
- clearly documenting and securely storing decisions and actions undertaken in response to complaints
- ensuring that procedural fairness is followed at all times.

In response to any report to management concerning a member, volunteer or employee of this organisation, protective actions may also be introduced to ensure the safety of children and young people within The Lamerook Sports Club.

Strategies to Minimise Risk

The Lamerook Sports Club Inc has a Risk Management Policy, where the Club completes a risk assessment for any identified risks, including managing risks related to children and their protection.

OBJECTIVES, cont...

Harassment/bullying

The Lamerook Sports Club opposes all forms of harassment, discrimination and bullying. We take this issue seriously and encourage anyone who believes that they, or another person, has been harassed, discriminated against or bullied to raise this issue with Kate Venning – Child Safety Officer.

Communication

The Lamerook Sports Club will ensure that everyone to whom this policy applies is aware of and has had an opportunity to read the policy by sending this out via email to volunteers, junior players and their families at the commencement of the season.

Related policies and procedures

- Code of conduct
- Risk Assessment Policy
- Volunteer Management Policy
- Anti-Harassment/Sexual Harassment Policy
- Equal Opportunity and Tolerance Policy
- Disability Discrimination Policy

All Lamerook Sports Club Policies remain constantly accessible via the Lamerook Hawks Website.

REVIEW INFORMATION

This Policy will be reviewed annually at a Committee Meeting of the Sports Club to ensure the actions remain appropriate and effective. A Child Safe Environment compliance statement must be lodged with the DHS after this process has occurred.

Legislation requires that Child Safe Environments policies are reviewed at least once in every 5-year period, and if an organisation makes any changes to their policies and procedures. In this instance,

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the Lameroot Sports Club must relodge a new compliance statement with the DHS at the point in time, any changes occur.

WORKING WITH CHILDREN CHECKS

Assessments required for prescribed positions

A working with children check is conducted for each employee, volunteer or contractor who is, or will be, working with children or undertaking child-related work, as required by the *Child Safety (Prohibited Persons) Act 2016*, unless an exclusion applies.

This requirement applies to all volunteers and employees who regularly work with or around children in an unsupervised capacity or have access to prescribed records relating to children.

Exemptions

Exemptions from this requirement may apply in some circumstances (see <https://screening.sa.gov.au/types-of-check/working-with-children-check/who-does-not-need-a-working-with-children-check>). However, The Lamerook Sports Club retains the discretion to decide on a case-by-case basis whether any relevant exemptions will be exercised.

Procedure for conducting Working with Children Checks

A current Working with Children Check conducted by the Department of Human Services (DHS) Screening Unit is a precondition of engagement of volunteer's and employees who work in a prescribed position at The Lamerook Sports Club. This process is required evidence that the applicant does not pose an increased risk of harm to children. The cost of conducting a screening through the DHS Screening Unit is free to volunteers and The Lamerook Sports Club.

Prior to the appointment of a new volunteer and then at five yearly intervals, The Lamerook Sports Club will initiate the screening process through the DHS online application portal. The individual is then sent the link to authorise the screening process. A DHS Screening Assessment is obtained for all current volunteers who are working with children once every five years. For further information about DHS screening processes, please contact individual sporting club secretaries. More information can also be found at www.screening.sa.gov.au

Other evidence (optional)

Where appropriate, the Lamerook Sports Club may utilise a number of forms of evidence to assess a person's suitability to work with children. This includes:

- A Statement of clearance (Not Prohibited) from the DHS Screening Unit
- A valid and current interstate working with children check.

Acceptance of other forms of evidence is at the discretion of the Lamerook Sports Club and is subject to the person completing a 100-point check to confirm the true identity of the applicant.

The Lamerook Sports Club may also at its discretion seek a statutory declaration for any *employee(s)* or *volunteer(s)* who have been citizens or permanent residents of a country other than Australia since turning 18 years of age.

Child Protection guidelines for volunteers of the Lameroo Sports Club Inc

Caring for children and young people brings additional responsibilities for employees and volunteers of this organisation.

All employees and volunteers of this organisation are responsible for promoting the safety and well-being of children and young people by:

- Ensuring the safety and welfare of the child or young person is paramount at all times.
- Treating all children and young people with dignity, equality and respect.
- Adhering to this organisation's child safe policy at all times.
- Listening and responding appropriately to the views and concerns of children and young people within the organisation.
- Taking all reasonable steps to ensure the safety and protection of children and young people within the organisation.
- Ensuring children and young people understand their rights and explaining to the child in age-appropriate language what they can expect when participating in a service, activity or program offered by the organisation.
- Responding quickly, fairly and transparently to any serious complaints made by a child, young person or their parent/guardian.
- Notifying the **Child Abuse Report Line on 13 14 78** as soon as practicable if they have a reasonable suspicion that a child or young person has been or is being abused or neglected.

Employees/volunteers will not:

- Take part in any unnecessary physical contact with a child or young person.
- Discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.
- Develop any 'special' relationships with children or young people outside of the professional relationship.

National Principles for Child Safe Organisations

1. Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2. Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved in promoting child safety and wellbeing.
4. Equity is upheld and diverse needs respected in policy and practice.
5. People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6. Processes to respond to complaints and concerns are child focused.
7. Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
8. Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
9. Implementation of the national child safe principles is regularly reviewed and improved.
10. Policies and procedures document how the organisation is safe for children and young people.

APPENDIX 1

**LAMEROO SPORTS CLUB
General Committee Executive Position Holders
2021**

Lameroo Sports Club

President:	Lynton Barrett	0428 765 218
Vice-President:	David Philbey	0429 672 882
Treasurer:	Deb Longstaffe	

Lameroo Football Club

President:	Stephen Kerley	0417 890 159
Vice-President:	Mark Trowbridge	0488 763 338
Secretary:	Thomas Fiebiger	0408 467 990
Treasurer:	Suze Barrett	

Lameroo Netball Club

President:	Jessica Branson	0407 058 237
Vice President	Kate Venning	0429 700 297
Secretary:	Amanda Bowman	0428 763 005
Treasurer:	Emma Needs	0439 117 686

Lameroo Tennis Club

President:	Kim Thorpe	0438 863 075
Vice President:		
Secretary:	Hannah Beelitz	0424 736 209
Treasurer:	Nicole McMahon	0400 163 354

Lameroo Cricket Club

President:	Josh Ridgway	0419 766 176
Secretary:	David Philbey	
Treasurer:	Thomas Fiebiger	0408 467 990

