



GYMNASTICS VICTORIA

CHILD SAFE AND CHILD FRIENDLY POLICY

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| POLICY NAME | Gymnastics Victoria Child Safe and Child Friendly Policy |
| DATE OF ISSUE | June 2013 |
| POLICY COVERAGE: | All Gymnastics Victoria (GV) clubs, events and activities including competitions, education courses, workshops, meetings, seminars or any other activities organised by GV |
| DATE OF REVIEW | Biennially |
| CONTROLLING BODY | Gymnastics Victoria |
| DEFINITIONS | None required |

1. INTRODUCTION

Gymnastics Victoria expects children and young people who participate in its activities to have a safe and happy experience. Gymnastics Victoria supports and respects children, young people, staff, volunteers and participant. Gymnastics Victoria recognizes that gymnastics is attractive to an undesirable segment of our community and that all involved must be very alert and responsive. GV deals with an average of one serious complaint every year. All complaints are treated seriously and are fully investigated, but are handled with maximum confidentiality and discretion.

2. POLICY STATEMENT

GV is committed to providing the highest levels of membership service. This includes protecting members' privacy, promotion of positive behaviours and attitudes and protecting the health safety and wellbeing of members. Specifically, Gymnastics Victoria considers that the health, safety and well-being of children takes priority over all other competing considerations, and that this is necessary to ensure the health safety and welfare of all members and to protect the image and reputation of the sport, the Organisation and its affiliate members.

3. SCOPE

This policy applies to participants, parents, spectators, officials, coaches, judges and staff at all GV events and activities. This policy will continue to apply to a person even after they have stopped their association or employment with GV if disciplinary action, relations to an allegation of child abuse against that person has commenced.

4. RELATED DOCUMENTS

Related GV documents include, but not limited to the following:-

- 4.1. Privacy Policy
- 4.2. Constitution
- 4.3. Codes of behaviour
- 4.4. Member Protection Policy
- 4.5. Grievance and Discipline procedures
- 4.6. Photographic Policy and Authorized Photographers Agreement

5. SPECIFIC POLICIES

5.1. SUPPORT CHILD PARTICIPATION

Gymnastics Victoria supports the active participation of children. It listens to members' views, respects what they say and involves them when making decisions, where appropriate, and especially about matters that will directly affect them.

5.2. SUPPORT STAFF, VOLUNTEERS AND STUDENTS

Gymnastics Victoria promotes fairness and consideration for all staff, volunteers and participants. For further details please refer to the Gymnastics Australia/Victoria Member Protection Policy.

6. CHILD SAFE AND CHILD FRIENDLY GUIDELINES

6.1. Change Rooms

Adult officials, regardless of gender, should only enter change rooms if accompanied by another adult. Prior to entering change rooms, officials should notify the people in the room of their intended entrance.

6.2. Hotel rooms and other accommodation

In general no official should be alone in a room of an athlete without the presence of another adult and the doors should be open. Should this be necessary, the Team Manager, or other responsible official must be informed.

6.3. Travel – General

All team members over 18 years of age retain an overriding responsibility for the welfare of all athletes they accompany during team travel activities. They must maintain a 'duty of care' towards the athletes and they must avoid unaccompanied and unobserved activities with persons less than eighteen years of age wherever possible.

6.4. Sexual Relationships while on Tour.

During all team travel activities officials must not, under any circumstances engage in conduct of a sexual nature with an athlete. Improper conduct of a sexual nature by an official against an athlete includes any form of child sexual abuse (defined within the *Member Protection Policy*) as well as but not limited to the following:

6.4.1. Inappropriate conversations of a sexual nature;

6.4.2. Obscene language of a sexual nature;

6.4.3. Suggestive remarks or actions;

6.4.4. Jokes of a sexual nature;

- 6.4.5. Obscene gestures;
- 6.4.6. Unwarranted and inappropriate touching;
- 6.4.7. Sexual exhibitionism;
- 6.4.8. Use of any ITC device to show/watch offensive material;
- 6.4.9. Any other action that could lead to an athlete being physically, emotionally or psychologically harmed.

6.5. Adults under investigation

Adults under investigation of a matter relating to child abuse, or any matter which has the potential to render their WWCC assessment notice withdrawn or a detention order imposed, may be prohibited, by the Gymnastics Victoria Board, from participating in Gymnastics Victoria activities.

6.6. Coach Assistance – Spotting

Spotting is a necessary part of gymnastics that is required for the safety of the athletes. All coaches must ensure that all physical contact with the athletes which occurs when 'spotting' is appropriate for the situation and necessary for the athlete's safety. It is strongly recommended that coaches ensure there are other adults present whenever coaching and take care to explain the spotting procedure to the adolescent gymnast.

7. BACKGROUND CHECKS

The minimum standard for background checks of employees and volunteers of Gymnastics Victoria and its members is the law as it applies in Victoria. Gymnastics Victoria and its member's must comply with their legal obligations and statutory requirements at all times.

In addition to satisfying legal obligations Gymnastics Victoria requires that

- all affiliate members ensure all coaches and any officials likely to have contact with gymnasts have a current WWCC, this needs to be signed off annually as part of the affiliation process. Clubs which do not

comply with their legal obligations will be found to have not complied with the Gymnastics Victoria affiliation requirements and will be disaffiliated.

- All GV staff and Board members require a WWCC
- Key event personnel must have a WWCC
 - Those paid by Gymnastics Victoria for their services (excluding bump in and bump out)
 - Volunteers who work more than full 3 days per year (excluding bump in and bump out)
 - Relevant contractors who may have unsupervised access to children.
 - Anyone GV staff feel such a check is appropriate due to work being done.

8. POLICY BREACHES

It is a breach of this policy for any person or organization to which this policy applies, to have been found to have done anything contrary to this policy. Any person who may breach this policy are subject to either Part C of the *Member Protection Policy*, or the Gymnastics Victoria Discipline Process, whichever is relevant.

8.1. CONCERNS OR COMPLAINTS

If a person has a concern or complaint with respect to the conduct of a member or representative of Gymnastics Victoria it should be made on the form attached to this policy, and the process will follow the *Member Protection Policy*.

However all complaints regardless of method will be taken seriously.

9. POLICY PROMOTION

This policy will be made available to all members via the GV website at www.gymnasticsvictoria.org.au .

This policy will be communicated to all staff, Board, and Technical Committee members.

References to this policy will be included in the information documents that are provided to all team officials that represent Gymnastics Victoria.

10. REVIEW

This policy will be reviewed by the GV Board on a biennial basis

11. ADDITIONS OR AMENDMENTS

In addition to the regular review of this policy, recommendations for changes to the policy may be submitted to the Board for consideration at any time. In the event that changes are accepted, the policy will be updated, and circulated to all stakeholders via the webpage, bulletin and other appropriate communication channels.

Reporting child abuse

Meeting the needs of children and making sure they are safe in the family is a shared responsibility between individuals, the family, the community and the government. When adults caring for children do not follow through with their responsibilities, are abusive or exploit their positions of power, then it is the child protection system that becomes responsible for taking action.

Who to contact in an emergency

- For concerns that are life threatening, ring Victoria Police 000.
- For concerns about the immediate safety of a child within their family unit, call the Child Protection Crisis Line - 131 278 - toll free for all Victoria (24 hours, 7 days a week).
Note: this is an emergency service for weekends and after hours only and will pass on cases to the relevant regions the following working day.

Other emergency contacts

- Statewide CASA Crisis Line after business hours weekdays, weekends and public holidays - Tel: (03) 9344 2210 or Rural Free Call: 1800 806 292.
- Domestic Violence and Incest Resource Centre - Tel: (03) 9486 9866.

When it is not an emergency

If it is not an emergency, but you are concerned that a child may be harmed from abuse by their parents or caregivers, then you can discuss your concerns with a regional [Child Protection worker](#) during office hours. Reports of child abuse cannot be accepted through this website or via email.

Case Studies