

Ballarat Gold Swimming Club Inc.

Child Safety Code of Conduct



Statement of Commitment to Cultural Safety of Aboriginal Children

We are dedicated to the cultural safety and well-being of Aboriginal children and young people. This will be a central focus in our care and decision-making. Ballarat Gold Swimming Club maintains a zero-tolerance policy towards child abuse and racism, and we will take decisive action against any such incidents.

Aboriginal children have the right to express their cultural identity, which strengthens and safeguards them. Cultural safety encompasses the rights of each child to develop and express their background, customs, social behaviour, language, religion or spirituality, beliefs, and way of life.

Statement of Commitment to the Safety of Children

We are dedicated to creating and maintaining an environment that prioritises the safety of all children. This includes fostering a culture where preventing and reporting abuse is actively supported and encouraged. All staff and volunteers are responsible for promoting children's safety, well-being, and empowerment.

Ballarat Gold Swimming Club is committed to providing a safe environment where children and young people feel safe, and have their voices heard in decisions that affect their lives. Special attention will be given to the cultural safety of Aboriginal children, children from culturally and/or linguistically diverse backgrounds, and the safety of children with disabilities.

This Code of Conduct

- This Code of Conduct sets expectations for how adults in our organisation should behave around children, which is crucial to help prevent harm. Child abuse can take many forms, including physical, sexual, and psychological abuse, ill-treatment, and neglect.
- This Code of Conduct outlines positive child-safe behaviours that we encourage all adults to support and identifies unacceptable behaviours. Engaging in unacceptable behaviour breaches this Code of Conduct and may result in disciplinary action.
- Some examples of concerning behaviours are provided below. While these behaviours alone may not constitute a breach of the Code of Conduct, they may collectively indicate a pattern that poses a risk to children's safety.

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- This Code of Conduct also provides the process for reporting complaints (refer to the Child Safe Raising a Complaint Policy) and outlines how children, customers, and employees may raise safety concerns.
- All Child Safety Matters should be referred to Sport Integrity Australia and all policies should be read in conjunction with the National Integrity Framework.

Scope

This Code applies to all employees, customers, and third parties, including but not limited to employees, volunteers, members, and customers.

- Acceptance of this Code is an employment condition for employees.
- Acceptance of this code is a condition of any membership.

Both internal and external parties agree to abide by this Code, in addition to the terms of all other regulations, policies, and awards, wherever practicable.

Rules that Adults Must Follow Positive Child-Safe Behaviours

I will,

- Treat all children and young people with respect.
- Listen to and value children and young people's ideas and opinions.
- Welcome all children and their families and carers by being inclusive.
- Actively promote cultural safety and inclusion.
- Listen to children and respond to them appropriately.
- Ensure children are supported to express their culture and enjoy their cultural rights.
- Have zero tolerance of racism.
- Support and facilitate the participation and inclusion of Aboriginal children and their families.
- Welcome parents and carers to participate in decisions about their child and any matters concerning their safety.
- Report any conflicts of interest (such as an outside relationship with a child).
- Adhere to all relevant Australian and Victorian legislation and our child-safe policies and procedures.
- Work within a team to ensure the needs of the child (and their family) remain the paramount focus.
- Participate in all compulsory training on child safety.

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- Raise concerns with management if risks to child safety are identified, including cultural, environmental, and operational risks.
- Report and act on any concerns or observed breaches of this Code of Conduct.
- Take all reasonable steps to protect children from abuse.
- Respect the privacy of children and their families by keeping all information about child safety concerns confidential.
- Take a child seriously if they disclose harm or abuse.
- Uphold the rights of the child and always prioritise their needs.
- Not insist that children access changing facilities if they are not comfortable doing so (and recognise that continued refusal may indicate that the child is being harmed or is afraid of being harmed).

Proactive Behaviours that Avoid Seclusion or Private Encounters with a Child or Young Person

I will,

- Balance the need to protect the child's confidentiality with the risk of seclusion and will direct my contact with a child to a public area where I am visible to others. An example is choosing the reception area or a hallway instead of a private room or bathroom.
- Always leave the door(s) open and allow the child unrestricted access and close proximity to the open door.
- Avoid having a one-on-one conversation with a child without a parent present. If this is not practicable, I will always ask if the child would like a parent, guardian, or friend present.
- Avoid being alone in a secluded environment, such as a car, bathroom, office, room, stairwell, or online environment with a child.
- If unsure about managing seclusion with a child, I will seek advice from the Child Safety Officer.

Unacceptable Behaviours

I will not,

- Condone or participate in illegal, unsafe, or abusive behaviour towards children, including physical, sexual, or psychological abuse, ill-treatment, neglect, or grooming.
- Ignore or disregard any concerns, suspicions, or disclosures of child abuse.
- Trivialise child abuse issues.
- Use hurtful, discriminatory, or offensive behaviour or language with children.

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- Fail to report information to police or DHHS Child Protective Services if I have a reasonable belief that a child has been abused or is at risk of harm.
- Fail to report information to Ballarat Gold Swimming Club if I have a concern about child safety.
- Disrespect colleagues, families, or children by yelling, swearing, or engaging in any abusive or intimidating behaviour.
- Make threats of harm or racial, cultural, or sexist slurs.
- Accept friend requests from any children (Employees and Volunteers).
- Respond to online comments made by children (Employees and Volunteers only).

Physical

I will not,

- Hit, strike, punch, kick, or slap a child.
- Engage in rough physical games.
- Throw items or use items to hurt a child.
- Drag or push a child.
- Threaten to hurt a child through words or gestures, regardless of whether I actually intend to apply force.
- Use hostile force towards a child and/or a pattern of hostile or unreasonable and seriously inappropriate physical conduct.

Sexual

I will not,

- Engage in sexual contact with a child.
- Masturbate in front of a child or expose my genitals in the presence of a child.
- Possess or create child abuse material.
- Share sexually explicit photos of a child.
- Expose a child to pornography or other indecent or adult material.
- Give a child gifts, food, money, attention, or affection in exchange for sexual activities or images.
- Violate the privacy of a child when they are using the bathroom or dressing.
- Communicate (including online) with a child about romantic, intimate, or sexual feelings.
- Use a camera to record a child while they are dressing, bathing, or using the bathroom.
- Make comments that express a desire to act in a sexual manner with a child.
- Use sexual language or gestures in the presence of children.
- Use crude or obscene language or gestures in the presence of children.

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- Engage in unwarranted and inappropriate touching involving a child.
- Encourage a child to communicate with me in a private setting.
- Share details of adult sexual experiences with a child.
- Take, or allow to be taken, any photos, movies, or recordings of a child without first obtaining parental or guardian consent.

Emotional

I will not,

- Persistently criticise and/or denigrate a child.
- Deliberately prevent a child from forming friendships.
- Verbally assault a child or create a climate of fear.
- Offer children and young people alcohol, cigarettes, or other drugs.
- Tease a child.
- Yell at a child.
- Bully a child.
- Encourage a child to engage in destructive, antisocial behaviour.
- Demonstrate racism, prejudice, oppressive behaviour, or language with children.
- Discriminate based on age, gender, race, disability, culture, vulnerability, sexuality, or other characteristics.
- Express personal views on cultures, race, or sexuality in the presence of children.
- Have personal interaction with a child outside of Ballarat Gold Swimming Club without the family's specific permission and without the Child Safe Officer's knowledge.

Neglect

I will not,

- Deprive a child of necessities such as food and drink, clothing, critical medical care or treatment, or shelter.
- Fail to protect a child from abuse (such as failing to report abuse when a child discloses it or when you observe it).
- Expose a child to a harmful environment (such as an environment where there is illicit drug use or illicit drug manufacturing).
- Fail to adequately supervise a child, resulting in injury or harm.

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Ill-Treatment

I will not,

- Make excessive and/or degrading demands of a child (such as training without a break).
- Discipline or correct a child in an unreasonable and seriously inappropriate or improper manner (like hitting, yelling, or slapping) and/or making degrading comments or behaviour towards a child.
- Show repeated hostility towards a child.
- Spend time alone with a child in a secluded environment.
- Engage in restrictive practices like holding down, tying up, forcing a child to stay in one spot as punishment, or forcing exercise.
- Lock up a child in a room or car for any reason.
- Push a child to perform when they are injured, ill, or appear upset.

Grooming

I will not,

- Engage in unauthorised contact with a child online to develop a sexual relationship.
- Use a computer, mobile phone, camera, or other device to exploit or harass a child.
- Have personal communication that explores sexual feelings or intimate personal feelings with a child.
- Share details with a child of one's own sexual experiences.
- Extend a relationship with a child outside of work.
- Expose a child to pornography or other indecent or adult material.
- Give a child special attention or isolate them from peers to make it easier to access the child for sexual activity.
- Offer a child gifts, food, cigarettes, money, attention, or affection to make it easier to access the child for sexual activity.
- Make close physical contact, like inappropriate tickling or 'play' wrestling or hugging.
- Make any attempt to force seclusion with a child, such as closing or locking a door, following a child to a remote location, following a child to a bathroom, or asking a child to stay alone to meet with you without it being in the context of acceptable work-related practices (such as speaking with a child quickly after class about their performance).

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Behaviours of Concern and Managing Risk

I understand that the following types of behaviours may be of concern and require prior approval and notification to the Child Safety Officer:

- A necessary meeting with a child in seclusion (examples are in a room, in an office).
- Providing food, shelter, or gifts to a child.
- Showing favour to one child over others (examples are choosing a child to receive a prize without merit-based factors).
- Babysitting, mentoring, and/or coaching a child outside of work hours (without managerial approval for this kind of secondary employment).
- Using third-party social media or internet applications to conduct a conversation with a child.

Breach of this Code of Conduct

Staff and volunteers who breach this policy may be subject to disciplinary action. This may include increased supervision, appointment to an alternative role, suspension, stand aside with/without pay, or termination from the organisation.

Customers or members of the community who breach this policy may be subject to disciplinary action. This may include being asked to leave the premises, suspension or cancellation of membership, or a ban from the premises of Ballarat Gold Swimming Club.