

Child Safety and Wellbeing Policy

Original Date: 21/06/22, Updated: 18/06/24

Aussie Gems Dance, Gymnastics & Cheerleading is committed to keeping children safe.

Through our Child Safety and wellbeing Policy we document our clear commitment to child safety and wellbeing through all levels of our organisation. We support and respect our children, their families, and our workers. This Policy is publicly available and accessible through our website.

- Aussie Gems Dance, Gymnastics & Cheerleading work to ensure that child safe culture is championed from all levels of the organisation and children's participation is encouraged.
- We consider the needs of all children, particularly Aboriginal and Torres Strait Islander Children, children with a disability, LGBTQI children and children from culturally and linguistically diverse backgrounds.

Aussie Gems Dance, Gymnastics & Cheerleading minimises the likelihood of recruiting unsuitable staff.

Aussie Gems Dance, Gymnastics & Cheerleading have processes in place to minimise the likelihood that we will recruit staff or contractors who are unsuitable to work. We have a robust recruitment system that ensures children are in a safer environment with staff they can trust.

- We will meet the requirements of the relevant Australian Child Protection Law and Legislation.
- All staff aged 18 and up require working with children checks verified by the Office of the Children's Guardian.
- All staff over the age of 18 require a WWCC verified by the OGC. All staff over the age of 18 will have conducted background checks including police checks, National Criminal History checks and employer references.
- All senior staff require qualifications and credentials in their relevant field.

Complaints Management and Reporting

- Robust reporting processes are implemented and are required by all staff to adhere to as outlined in our code of behaviour policy and employee handbook
- Aussie Gems Dance, Gymnastics & Cheerleading Child Safe Policy requires everyone to:
 - **See something, suspect something, say something**, and report any allegation, disclosure or concern regarding Child abuse or neglect.
 - Follow a process when reporting abuse or neglect.
 - Follow incident reporting procedures
- We document any allegation, disclosure or concern regarding Child abuse and monitor responses to all allegations, disclosures, or concerns.

Training, support, and supervision of workers

- Aussie Gems Dance, Gymnastics & Cheerleading implement child safety and wellbeing at all levels through a Code of Behaviour, providing guidelines for staff and volunteers on expected behavioural standards and responsibilities.

- Our staff contracts and code of behaviour reinforce attitudes and behaviours that value children and young people as well as a commitment to child safety, child wellbeing and cultural safety.
- We support ongoing education and training for our staff to ensure child safety information is provided and updated as required.
- We ensure that our people have up-to-date information relevant to specific legislation applying to our state.
- We teach our people what the signs of harm or abuse are, what to look out for and where they can get help and how to give help to anyone that needs it.
- We observe our staff and contractors to ensure they behave respectfully, and policies are followed.

We encourage the involvement and communication of children and their families.

- Aussie Gems Dance, Gymnastics & Cheerleading involves and communicates with children and their families in developing a safe, inclusive, and supportive environment.
- We provide information to children and their families about:
 - our commitment to keeping children safe and communicating their rights.
 - the behaviour we expect of our staff
 - Child Safety and Wellbeing Risk Assessment following the 10 National Child Safe Principles
- We encourage two-way communication with children and families.
- We seek everyone's feedback and ensure a response.
- We respect diversity and seek to facilitate respectful effective communication and involvement.

We keep checking and improving our policies and practices.

- Aussie Gems Dance, Gymnastics & Cheerleading are committed to maintaining and improving our policies, procedures, and practices to ensure we are committed to child safety and wellbeing.
- We have assigned responsibility for maintaining and improving our policies and procedures to our Directors, Kate Mafoa and Maafu Mafoa as well as our Child Protection Officer, Martin Shields.
- We undertake risk assessments regularly, to identify and document potential risks to Children associated with the delivery of our sport.

Rules staff must follow when dealing with athletes under the age of 18yrs;

- Never be alone in the gym with an athlete for private lessons etc.
- Never give an athlete a lift home or anywhere.
- Never socialise with athletes outside of work, the only time this is acceptable is an organised Aussie Gems Team bonding.
- Never private message, via social media etc an athlete. Only way to communicate is through email or if you need to send a text relating to work use the front desk mobile.

Anyone breaking any of these rules will be immediately suspended.