

# CHILD AND YOUTH SAFETY AND WELLBEING POLICY

## 1. Purpose

The Child and Youth Safety and Wellbeing Policy outlines our commitment to making our organisation, our workplace and our work, child safe and ensure our policies and procedures are inline and in compliance with the [Child and Youth Safe Organisations Act 2023](#).

## 2. Statement of Commitment

At the Derwent Sailing Squadron, we believe that all children and young people have the right to feel and be safe, to have their voices heard in matters that affect them, and to be protected from harm. We are dedicated to upholding these rights and take our responsibility seriously in guiding and achieving positive change across the Tasmanian sailing community.

We are committed to placing the rights and wellbeing of children and young people at the heart of our activities. Our goal is to create and maintain a sailing club that is safe for children and young people. We pledge to listen to the diverse needs of all children and young people, regardless of their background, culture, abilities, or identity.

Our commitment extends beyond words. We are dedicated to implementing meaningful and continuous improvements to ensure the safety and wellbeing of children and young people. This includes:

- Employing the right people who share our commitment.
- Fostering a culture of self-reflection and continuous improvement.
- Ensuring children and young people influence decisions that affect them.
- Actively listening to and learning from children and young people.
- Regularly reviewing our policies and procedures through a child and youth safety lens.
- Equipping our staff and members with the skills to recognize and respond to signs of harm.

Our culture is one where everyone takes responsibility, shares information, and speaks up if something doesn't seem right. Together, we are creating a place where all children and young people are safe from harm. A place where we all protect young people and do what's right, for a safer and more inclusive sailing community.

## 3. Scope

This Policy applies to:

- All workers undertaking work for the Squadron. Workers include employees, volunteers, officers, contractors, consultants, board members, students and trainees.
- All activities at the Squadron which may involve, result in, or relate to contact with children or young people.

## 4. Requirements

The Child and Youth Safe Standards (the Standards) are 10 standards that outline how we can develop a culture with child safety and wellbeing at its centre.

In putting the Standards into practice, we will also give effect to the Universal Principle for Aboriginal and Torres Strait Islander Cultural Safety. The Universal Principle says organisations must provide an environment that ensures that the right to Cultural Safety of Aboriginal or Torres Strait Islander children and young people is respected. The Universal Principle applies to all 10 Standards.

### The Child and Youth Safe Standards

- Standard 1 Child safety and wellbeing is embedded in organisational leadership, governance, and culture.
- Standard 2 Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.

- Standard 3 Families and communities are informed and involved in promoting child safety and wellbeing.
- Standard 4 Equity is upheld and diverse needs respected in policy and practice. Standard 5 People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- Standard 6 Processes to respond to complaints and concerns are child focused.
- Standard 7 Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- Standard 8 Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- Standard 9 Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.
- Standard 10 Policies and procedures document how the organisation is safe for children and young people.

### Reportable Conduct Scheme:

The Reportable Conduct Scheme is about creating a culture where organisations that engage with children and young people investigate concerns about conduct related to a child or young person in a thorough, transparent, safe and child-centred way.

The Reportable Conduct Scheme is specifically aimed at providing independent oversight of how organisations respond to concerns about child-related harm by workers.

The General Manager (or delegate) is required to notify the Independent Regulator of concerns raised about conduct related to child or young person harm involving a worker, and the conduct of investigation(s).

Reportable conduct includes criminal and non-criminal behaviour including (but not limited to):

- significant neglect;
- physical violence;
- a sexual offence;
- sexual misconduct;
- grooming;
- causing significant emotional or psychological harm; and/or
- failing to report child abuse.

Information outlining how to report child and youth concern(s) and disclosure of information is provided in the Squadron **Reporting and Investigating Reportable Conduct Procedure**.

If a child or young person is at immediate risk, call 000 or contact the Strong Families, Safe Kids, Advice and Referral Line on 1800 000 123.

## 5. Education and Awareness

It is important to ensure that all workers understand that the safety of children and young people is the responsibility of everyone. Workers will be provided with appropriate training and support to ensure that they understand our commitment and obligations to the safety of children and young people. The Squadron aims to ensure that everyone knows how to identify risks of harm to children and young people and how to report concerns and disclosure of information related to child safety.

We will actively promote information relating to the child safe practices to all workers, and work in collaboration with targeted services to provide resources to support child safety and wellbeing in our environments.

We will continue working to strengthen our child safe practices to ensure child safety is embedded in our organisational processes, practices and culture.

## 6. Risk Assessment and Management

We are committed to preventing harm to children and young people, identifying risks early and removing and reducing these risks.

A risk management approach needs to be taken where work activities involve potential contact with, or impacts on, children and young people. Namely, identification and assessment of child and youth related risks must be conducted by the business area and strategies put in place to manage identified risks using the Risk Management Procedure.

## 7. Child Safe Behaviours

All Squadron workers are expected to treat children and young people with respect and act in accordance with the Child Safety Code of Conduct.

Squadron workers who work with children and young people, or who come into contact with children and young people in the workplace must:

- a. Comply with relevant legislation including Child and Youth Safe Organisations Act 2023;
- b. Hold a current Working with Vulnerable People registration;
- c. Professionally introduce themselves and show identification to children and young people and their parent/guardian;
- d. Wherever possible, ensure another adult is present when working with children and young people, or where there is a likelihood of children and young people being present;
- e. When photographing or filming a child or using a child’s image for work related purposes, where their face is identifiable, obtain informed consent from the child and parent or guardian of the child;
- f. Ensure any communications present children and young people in a dignified and respectful manner and do not reveal identifying information about a child;
- g. Not use any computers, mobile phones, video cameras, cameras or social media to exploit or harass children or young people, or access child exploitation material through any medium;
- h. Not use language or behaviour towards children and young people that is inappropriate, harassing, physically or emotionally abusive, sexually provocative, demeaning or culturally inappropriate;
- i. Not have contact with children and young people outside of the work environment if that contact has arisen in the course of their duties;
- j. Immediately report to the General Manager (or their delegate) concerns or allegations of child harm, and any failure to comply with this policy;
- k. Immediately disclose to the Squadron all charges, convictions and other outcomes of an offence that relate to child harm, including those that occurred before or during association with the department.

## 8. Responsibility

Roles	Responsibility
Leaders	<ul style="list-style-type: none"> <li>• champion zero tolerance of child harm.</li> <li>• ensure systems, policies and procedures are in place to prevent, identify and respond to harm of children and young people.</li> <li>• support workers to develop their understanding of their obligations and responsibilities.</li> <li>• promote and ensure compliance with child and youth safe legislation, policies and procedures.</li> <li>• seek feedback on our practices to support continuous improvement.</li> </ul>

	<ul style="list-style-type: none"> <li>report all concerns of child harm.</li> <li>respect the rights of the parties involved.</li> </ul>
All workers, including volunteers, board members, contractors and consultants.	<ul style="list-style-type: none"> <li>actively support and abide by this Policy, the Reporting and Investigating Reportable Conduct Procedure and related legislation.</li> <li>support and participate in building and maintaining the Squadron's child safe culture.</li> <li>identify and mitigate risks to children and young people's safety and wellbeing.</li> <li>hold and maintain a current Tasmanian registration to work with vulnerable people if applicable, and workers must notify the General Manager if the status of their registration changes including suspension and cancellation.</li> <li>report all concerns of child harm (whether observed, reasonably suspected or disclosed).</li> </ul>

## 9. Definitions

Term	Definition
Child	A person under the age of 18 years.
Youth	A person between 16 years to 18 years.
Child harm	Includes all forms of physical, serious emotional, psychological and sexual abuse, neglect or harm and reportable conduct behaviour towards children and young people.
Contact with children and young people	Includes physical contact, face-to-face, written, oral or electronic communication, online and social platforms.
Independent Regulator	An independent regulatory body that oversees the Framework, and ensures organisations have the support, advice, and education they need to meet the Child and Youth Safe Standards.
Worker	A person who has attained the age of 18 years, who carries out work in any capacity for the Squadron. This includes as an employee, volunteer, instructor, contractor, subcontractor, consultant or board member.

## 10. Supporting Information

[Child and Youth Safe Organisations Framework](#)

[Reportable Conduct Scheme](#)

[Squadron Reporting and Investigating Reportable Conduct Procedure](#)

[Squadron Child and Youth Safety Code of Conduct](#)

[Support Services](#)

## 11. Related Legislation

[Child and Youth Safe Organisations Act 2023](#)

[Registration to Work with Vulnerable People Act 2013](#)

[Personal Information Protection Act 2004](#)

[Public Interest Disclosure Act 2002](#)

[Right to Information Act 2009](#)

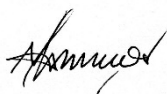
## 12. Reviewing this policy

This policy will be reviewed every two years and we undertake to seek views, comments and suggestions from children, parents, carers, and workers involved in the Squadron.

## Approved by

The Board

Signature:



Name: Nick Connor

Date: 25<sup>th</sup> July 2024

## Document information

Policy number:	8.4.1
Policy Authority:	Board
Policy Implementer:	General Manager
Original approval	31 <sup>st</sup> October 2023
Last Reviewed	25 <sup>th</sup> July 2024
Next review date:	25 <sup>th</sup> July 2026
Approval Recorded	25 <sup>th</sup> July 2024