



South Australian Gliding Association

# Child Protection Policy

This version published March 2022

South Australian Gliding Association (SAGA) Incorporated

[www.sagliding.org.au](http://www.sagliding.org.au)

SAGA is a registered incorporated association (number A1076)

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## 1 Purpose

To outline the South Australian Gliding Association's policy framework for members, officials, coaches, parents and visitors in relation to Child Protection.

## 2 Scope

This Policy is one of a suite of South Australian Gliding Association (SAGA) Protection Policies. This Policy applies to all members of SAGA, parents and guardians and affiliated clubs. It is intended to affirm SAGA's role in upholding the existing policies of Gliding Australia (or GFA), with specific provisions for laws and regulations relating to South Australia and the Northern Territory.

## 3 Policy statement

### 3.1 Principles

SAGA is committed to the safety and wellbeing of all children and young people who participate in our sport or access our services. We support the rights of the child and will act without hesitation to ensure a child safe environment is maintained. Every person and club bound by this Policy must always place the safety and welfare of children and youths above all other considerations other than aviation safety issues.

Child protection involves keeping children safe from harm and protecting them from people who are unsuitable to work with children. Child protection in sport and recreation enables children to participate in activities without being exposed to individuals who can damage their development and, in some instances, take away their ability to enjoy the future.

SAGA is committed to creating an environment where instructors, coaches, officials and parents/guardians are committed to acceptable practice and where clubs endeavour to ensure that children are safe from any form of harm. SAGA acknowledges that our volunteers provide a valuable contribution to the positive experiences of our juniors and aims to ensure this continues and to protect the safety and welfare of its junior participants.

### 3.2 Understanding Child Abuse

For the purpose of guidelines, a child is considered to be a person under 18 years of age. Child abuse can take many forms. Children may be harmed by both verbal and physical actions. They may also be harmed by people failing to provide them with basic care.

Child abuse could include:

- Sexual harm/sexual misconduct
  - any sexual act

- or sexual threat imposed on a child, including suggestive behaviour and inappropriate touching
- Physical harm
  - non-accidental injury and/or physical harm to a child
- Emotional harm
  - behaviours that may psychologically harm a child, including severe verbal abuse and threats of abuse or excessive and unreasonable demands
- Neglect
  - where a child is harmed by the failure to provide the child with the basic physical and emotional necessities of life.
- Exploitation and Grooming
  - use of power, (physical, financial or emotional) over a child or young person, or a false identity, to sexually or emotionally abuse or intimidate them.
  - exploitation in person or online, and sometimes the child or young person may not even realise they are a victim
  - inappropriate relationships—the offender uses their power over the young person to coerce, intimidate and continue the abuse
  - Engaging in predatory grooming conduct to prepare a child or young person for sexual activity at a later time through gift giving, making close physical contact, threatening behaviour including humiliation, force or use of authority, using drugs, and contact or intimidation by phone, internet and social media use
  - All forms of child abuse must be avoided and addressed.

### 3.3 Understanding Child Protection

Child protection involves keeping children safe from abuse and protecting them from people who are unsuitable to work with children. More specifically, child protection involves protecting children from the risk of harm caused by sexual abuse or misconduct, physical abuse, emotional abuse or neglect.

This can be achieved by:

- Completing the Working with Children Check (SA) or Working with Children Clearance Notice (NT) for those routinely fulfilling roles with children. These are legal requirements.
- Making a firm commitment to child protection that is understood and supported across gliding clubs by officials, coaches and parents/guardians.
- Club posters and information readily available in clubhouses and on the Gliding Australia website.
- Providing a safe, open and honest environment that protects children as well as the people working with children.
- Creating an awareness of the risk of child abuse and openly discussing the need for child protection and how this can be achieved.

- Identifying and managing the risks to children in clubs.
- Adopting policies and practices that minimise the risk of child abuse such as adopting a Code of Conduct and ensuring all members, officials, parents and pilots are aware of what is acceptable and unacceptable behaviour.
- Swiftly and appropriately responding to any incident of suspected child abuse observed or raised. This can involve a personal as well as an organisational response.

South Australia and Northern Territory governments are responsible for the administration and operation of child protection services. The relevant legislative acts govern the way such services are provided. The following measures will be used to achieve this:

### **3.3.1 Working with children checks**

Normal gliding activities that include young pilots generally involve groups of members and instructors, coaches, ground staff, etc and are rarely 'unsupervised', therefore normal awareness and precautions applicable to the broader community are applicable.

Where Members have unsupervised contact/responsibility for young people for more than seven days per year or are responsible for overnight supervision, they **must** have completed the Working with Children Check (SA) or Working with Children Clearance Notice (NT) to the satisfaction of SAGA. This could include instructors and ground staff running gliding courses for members under 18 years old where parents or guardians are not present.

The club must identify members performing activities with this level of unsupervised responsibility and ensure that the appropriate working with children assessment is conducted and records retained, otherwise these activities should not take place.

### **3.3.2 Risk analysis**

Clubs who regularly have members or guests younger than 18 years old should assess how child-safe the operation is and identify steps to minimise and prevent the risk of harm to children because of the actions of an employee, volunteer, or another person. This should be included in the Club Safety Plan. This assessment should clearly identify roles within the club where a working with children check is required.

### **3.3.3 Promote codes of conduct**

We will promote our codes of behaviour that clearly define professional boundaries, ethical behaviour and unacceptable behaviour when our members deal and interact with all members including children involved in our sport. Ways the policy will be promoted is through various training programs, SAGA web presence and posters. This policy can be accessed online at <https://sagliding.org.au/governance/>

### **3.3.4 Checks for Volunteers and Members**

SAGA requires all reasonable steps be taken to ensure that it engages the most suitable and appropriate people to work with children in positions that involve regular unsupervised contact. This may be achieved using a range of screening measures. Where required by law, working with children checks/criminal history assessments are conducted for members and volunteers working with children. Support and training for volunteers and members is required when working with children, or their records, such that their performance is developed and enhanced to promote the establishment and maintenance of a child-safe environment.

### **3.3.5 Participation**

SAGA will empower children and young members in decision making processes and promote their participation in the development of the sport. Providing opportunities for our juniors to contribute to and provide feedback on our program development and maintaining child-safe environments is essential.

### **3.3.6 Report and respond appropriately to suspected harm or risk of harm**

South Australia and Northern Territory laws detail responsibilities of volunteers and members if there is suspicion on reasonable grounds that a child has been or is being harmed or at risk of harm. Members are expected to identify and respond appropriately to children at risk of harm.

#### **South Australia**

If a child is at immediate risk of harm, Members should contact SA Police on 000, or call the Child Abuse Report Line (CARL) on 13 14 78.

#### **Northern Territory**

In an emergency, Members should contact police on 000; otherwise call police on 131 444 or contact their local police station. To report suspected abuse, you can call the child protection reporting line on 1800 700 250, or Crime Stoppers on 1800 333 000

Further, if any person believes that another person or club bound by this Policy is acting inappropriately towards a child, or is in breach of this Policy, they may make an internal complaint. (Refer to the "GFA Complaints and Discipline Procedure") or refer the matter to police or relevant government agency.

All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. A person will not be victimised for reporting an allegation of child abuse and the privacy of all persons concerned will be respected. Procedures for handling allegations of child abuse are outlined in the "GFA Complaints and Discipline Procedure".

### 3.3.7 Taking Images of Children

SAGA requires that individuals and affiliated clubs, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. If SAGA uses an image of a child, it will not name or identify the child and will not publish any personal details without consent from the parent/guardian and the child. We will only use appropriate images of a child, relevant to our sport and ensure that the child is suitably portrayed in a manner that promotes the sport, displays its successes, etc.

## 4 Government Legislation

South Australia and the Northern Territory have different legislation and time periods for which the check is valid, and varied procedures for renewal. State Government Legislation links include:

South Australia	<a href="#">Children and Young People (Safety) Act 2017</a> <a href="#">Child Safety (Prohibited Persons) Act 2016</a>
Northern Territory	<a href="#">Care and Protection of Children Act 2007</a>

## 5 SAGA Child Protection Minimum Requirements

Members should be aware that state and territory child protection requirements may apply to individuals and organisations originating outside of the relevant state. For example, a coach travelling from Queensland to undertake activities involving children in South Australia must comply with South Australian legislation. This may not involve having to complete a full check as some states and territories have provision for an exemption for short term visitors. A check of the requirements in each case will be necessary.

Some clubs may require Working with Children checks—always check if changing or flying at other clubs. If a working with children check is required by SAGA or a club then the person must complete the check if they wish to perform that role. A person must supply evidence that they have completed a check to their club. Clubs are responsible for verifying the working with children check has been completed, and the credentials uploaded to the Gliding Australia's members' profiles. The club will notify the person if they are unable to work with children as a consequence of the check and also notify the GFA Member Protection Information Officer. If Instructors or coaches are training at another club or organised event that involves children including young people under 18, the event organisers shall ensure that all trainers hold a Working with Children check.

Offences may apply for failing to undertake or verify a working with children check or for breaching provisions of the applicable legislation. SAGA and clubs will not engage any person who does not provide a clear working with children check where the role requires it. Please note that the state specific child protection legislation and regulations apply despite the terms of or absence of any Member Protection Policy.

As part of SAGA's commitment to protecting the safety and welfare of children and young people involved in SAGA activities, SAGA promotes the following:

- a. Provide opportunities for juniors to contribute to and provide feedback on program development;
- b. Provide education and/or information on child abuse and child protection to those involved in our sport such as coaches, juniors, parents and officials; and
- c. Where Working with Children checks are applicable, all clubs must meet the requirements in the relevant state or territory
- d. All persons who are involved with children undertake a working with children check where applicable, are provided with education and information, and undertake training

## **5.1 Obligations of Clubs and Other Organisations**

Clubs shall maintain a list of those members who require Working with Children checks and maintain a list of current checks. Any instructor or coach who does not have a current valid check is not permitted to instruct or coach. It is suggested that currency of working with children checks is carried out at the time of the annual instructor and coach returns. Members' Working with Children evidence shall be loaded to the Gliding Australia member's profile. Where Clubs work with other agencies (AAFC, Scouts, etc), Clubs should be aware that those agencies may have child protection requirements that exceed the requirements of the SAGA policy, and should undertake to make themselves aware of, and comply with, those requirements.

## **5.2 Breaches of Policy, Complaints and Discipline**

It is a breach of this Policy for any person or organisation to which this Policy applies to:

- a. Do anything contrary to or breach any part of this Policy;
- b. Bring the sport and/or SAGA into disrepute;
- c. Victimise another person for reporting a complaint;
- d. Disclose to any unauthorised person or organisation any GFA information that is of a private, confidential or privileged nature except as required by law;
- e. Make a complaint they knew to be untrue, vexatious, malicious, frivolous or improper;
- f. Fail to comply with a penalty imposed after a finding that the individual or organisation has breached this Policy;

- g. Fail to comply with a lawful and reasonable direction given to the individual or organisation during the discipline process.  
(This list is non-exhaustive).

### 5.3 Complaints

Members and relevant officers are referred to **GFA Complaints and Discipline Procedure** which provides an explanation of how you can report a breach or make a complaint under this Policy and the discipline outcomes that may eventuate and is to be taken in conjunction with this Policy.

### 5.4 Review of Child Safe Environment Policy

This policy is to be reviewed by the SAGA Executive Committee whenever changed or every five years at a minimum.

## 6 Terms and Abbreviations

Child Abuse	is a form of harassment and includes physical abuse, emotional abuse, sexual abuse, neglect, and abuse of power. Examples of harmful behaviour include bullying, humiliation, verbal abuse and insults.
Child Protection	involves keeping children safe from abuse and protecting them from people who are unsuitable to work with children. More specifically, child protection involves protecting children from the risk of harm caused by sexual abuse or misconduct, physical abuse, emotional abuse or neglect.
Affiliated club	means any group of Members of SAGA or other organisation, formed for the purpose of conducting gliding operations or activities associated therewith and accepted as a club by SAGA.
Working with Children checks	Where required by the applicable child protection laws and regulations of the relevant State or Territory and where Members have unsupervised contact/responsibility for young people over extended periods or are responsible for overnight supervision, they must have completed working with children checks/criminal history assessments relevant for their state.
Complaint	means a complaint made under this Policy or an allegation of breach of this Policy.

Harassment	is any type of unwelcome behaviour which has the effect of offending, humiliating or intimidating the person harassed. Unlawful harassment can be based on any of the personal characteristics covered by anti-discrimination law, such as a person's race, sex, pregnancy, marital status or sexual orientation (see the list under "Discrimination").
Member	means a natural person or organisation (such as clubs, other affiliated associations and the national body) that holds any form of membership with SAGA or the GFA.
Member protection	is a term used by the Australian sport industry to describe the practices and procedures that protect members—both individual members such as players, instructors, coaches and officials, and the member organisations.
Victimisation	means subjecting a person or threatening to subject a person to any detriment or unfair treatment because that person has or intends to pursue their rights to make a complaint under government legislation (e.g. anti-discrimination) or under this Policy, or for giving information or evidence in connection to complaint.
Vilification	involves a person or organisation doing public acts to incite hatred towards, serious contempt for, or severe ridicule of a person or group of persons having any of the attributes or characteristics within the meaning of discrimination. Public acts that may amount to vilification include any form of communication to the public and any conduct observable by the public



## Appendix: Code of Conduct

All SAGA volunteers who have occasional responsibility for supervising children, but who are not required to complete a working with children check (see Section 3.3.1) **must** complete a copy of the Code of Conduct on the following page and return it to their club secretary for record keeping.

Any member found to be in breach of the code of conduct must immediately be suspended from working with children, in addition to any responsibilities relating to the reporting and responding appropriately to suspected harm or risk of harm (see Section 3.3.6).



## SAGA Child Safe Code of Conduct

Caring for children and young people brings additional responsibilities for Members of SAGA. All Members of SAGA are responsible for promoting and protecting the safety and wellbeing of children and young people by:

- always sticking to the SAGA child safe policy and taking all reasonable steps to ensure the safety and protection of children and young people
- treating everyone (this includes volunteers, students, children, young people, and parents) including those of different race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes and religious beliefs with respect and honesty and ensure equity is upheld
- being a positive role model to children and young people in all your conduct with them
- setting clear boundaries about appropriate behaviour between yourself and the children and young people in your organisation—boundaries help everyone to understand their roles
- listening and responding appropriately to the views and concerns of children and young people
- ensuring another adult is always present or in sight when conducting one to one coaching, instruction, or other activity
- being alert to children and young people who are, or may be at risk of harm, and reporting this quickly to the Child Abuse Report Line (13 14 78)
- responding quickly, fairly, and transparently to any serious complaints made by a child, young person, or their parent/guardian
- encouraging children and young people to 'have a say' on issues that are important to them.

Members must not:

- engage in rough physical games
- develop any 'special' relationships with children and young people that could be seen as favouritism such as the offering of gifts or special treatment
- do things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes
- discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability, or sexuality.

I agree to abide by this code of conduct

Name: .....

Signature: .....

Date: .....