

POLICY

TITLE: Child Safety Policy

RELATED POLICIES/DOCUMENTS: Member Protection Policy, Child Safety Code of Conduct, Privacy Policy

RESPONSIBILITY: All members

DRAFTED BY: Kiteboarding Western Australia Committee

APPROVAL: Endorsed by the KiteboardingWA Committee 11th Feb 2020

1. Child Safety Policy

This policy demonstrates Kiteboarding Western Australia's (KWA) commitment to the safety and wellbeing of all children and young people participating in kiteboarding. It sets out how Kiteboarding Western Australia creates and promotes a child safe environment and the way in which Kiteboarding Western Australia responds to breaches.

2. Creating and promoting a child safe environment

Child Safety Code of Conduct

All Kiteboarding Western Australia committee members, contractors and volunteers engaged by Kiteboarding Western Australia to perform work with children must agree to abide by the Child Safety Code of Conduct which specifies the standards of conduct required when working with children and young people.

Working with children checks

Any committee members, contractors and volunteers who perform work with children and who meet the state legislative requirement for having a working with children check (or equivalent) must have a valid working with children check.

Working with Children (Criminal Record Checking) Act 2004 (WA)

- requires people who engage in child-related paid or unpaid work to hold a Working With Children Check
- valid for 3 years

Kiteboarding Western Australia will maintain a register of child-related employment screening checks and registration held by committee members, contractors and volunteers who are required to have one.

3. Risk Management

Kiteboarding Western Australia protects children when a risk of harm is identified. In addition to managing general occupational health and safety risks, Kiteboarding Western Australia proactively manages risks of abuse to children and young people.

Kiteboarding Western Australia has risk management strategies in place to identify, assess and take steps to minimise child abuse risks by ensuring, for example, that required committee members, contractors and volunteers hold a current Working With Children Check.

4. Allegations, concerns and complaints

Kiteboarding Western Australia takes all allegations of child abuse made against its committee members, contractors and volunteers seriously and has procedures in place to thoroughly and quickly investigate any allegation.

Kiteboarding Western Australia works to ensure all committee members, contractors and volunteers know what action to take and who to notify if they observe abuse or other inappropriate behaviour involving a child or young person.

All committee members, contractors and volunteers have a responsibility to report an allegation of child abuse if they believe an incident occurred. Kiteboarding Western Australia may, in some circumstances, also have a mandatory requirement to report suspected cases of child abuse to government authorities.

Any personnel who are **mandatory reporters** must comply with their duties.

Kiteboarding Western Australia contact person for child safety and management of complaints is the Kiteboarding Western Australia President and they can be contacted at president@kiteboardingwa.org.au

5. Procedural fairness and transparency

The safety and wellbeing of children and young people is a primary concern of Kiteboarding Western Australia. Kiteboarding Western Australia is also fair and just to its personnel and the decisions made by Kiteboarding Western Australia when assessing incidents and undertaking disciplinary action will always be thorough, transparent and based on evidence.

Allegations against any committee members, contractors and volunteers of abuse or safety concerns in connection with children and young people are recorded in a confidential manner. The status and outcome of an investigation into the allegation is also recorded and all records are securely stored.

Information collected in any investigation of an allegation of child abuse or safety concerns is confidential and will only be disclosed in accordance with the Kiteboarding Western Australia Privacy Policy or as required by law.

This policy will be reviewed every two years and following any significant incidents. Where possible, Kiteboarding Western Australia will ensure that families and children have the opportunity to contribute to any review.