

Jets Gymnastics Child Safe and Child Friendly Policy

POLICY NAME	Child Safe and Child Friendly Policy
DATE OF ISSUE	February 2020
DATE OF REVIEW	October 2023
POLICY COVERAGE	All Jets Gymnastics Clubs, events and activities including competitions, clinics, education courses, workshops, meetings, seminars or any other activities organised by Jets Gymnastics.
CONTROLLING BODY	Jets Gymnastics

1. INTRODUCTION

- 1.1 Jets Gymnastics is unwavering in its dedication to Child Safety and is resolute in ensuring that children and young people who participate in its activities are safe, happy and empowered. Jets Gymnastics respects and upholds the wellbeing of children, young people, staff, volunteers and participants.
- 1.2 The primary objective of this Policy is to safeguard children during their time under our care. We are committed to preempt and eradicate any risks. Jets Gymnastics has zero tolerance for child abuse and all allegations and safety concerns will be treated seriously and will be thoroughly investigated and managed with the highest level of confidentiality and discretion.
- 1.3 Should a person wish to make enquiries in relation to this policy please contact the Jets Gymnastics Management Team via email childsaf@jetsgym.com.au or email contact@jetsgym.com.au

2. POLICY STATEMENT

- 2.1 Jets Gymnastics is firmly committed to providing the highest level of membership service. This includes protecting members' privacy, promotion of positive behaviors and attitudes, and protecting the health, safety, and wellbeing of members.
- 2.2 Jets Gymnastics is imperative that the health, safety, and well-being of children takes priority over all other competing considerations. Jets Gymnastics notes that this is necessary to ensure the health, safety, and welfare of all members and to protect the image and reputation of the sport, the Organisation and its members.
- 2.3 Jets Gymnastics has a non-negotiable stance against child abuse and is fully dedicated to promoting and safeguarding children from any form of abuse and neglect possible. Every child, irrespective of their sex, religion, disability, or sexual orientation, is unequivocally entitled to protection from child abuse.
- 2.4 Child protection is a shared responsibility between Jets Gymnastics, its employees, parents/guardians, coaches, spectators, volunteers and members of the gymnastics community. Every individual participating in Jets Gymnastics activities bears the responsibility of caring for and protecting children and promptly reporting any information related to child abuse.
- 2.5 Jets Gymnastics champions the active participation of all children. We not only listen to their voices but also respect their opinions, involving them in decisions when appropriate, especially those that directly impact their safety.
- 2.6 Jets Gymnastics is also fervently committed to the cultural safety of Aboriginal and Torres Strait Islander children, as well as those from culturally and/or linguistically diverse backgrounds, and to providing a safe and secure environment for children living with a disability.
- 2.7 Jets Gymnastics promotes fairness and consideration for all staff, volunteers and participants.

3. SCOPE

- 3.1 This Policy applies to part 1, parents, spectators, coaches, judges and staff throughout all Jets Gymnastics events and activities.
- 3.2 This Policy will continue to apply retrospectively to a person or Member following the cessation of their association or employment with Jets Gymnastics.

4. RELATED DOCUMENTS & LEGISLATIVE REQUIREMENTS

- 4.1 This Policy must be read in conjunction with:
- (a) the law of the Commonwealth and Victoria including but not limited to:
 - (i) Children, Youth and Families Act 2005 (Vic)
 - (ii) Child Wellbeing and Safety Amendment (Child Safe Standards) Act 2015 (Vic)
 - (iii) Crimes Act 1958 (Vic); and
 - (iv) Working with Children Act 2005 (Vic)
 - (b) Jets Gymnastics policies and procedures.

5. DEFINITIONS

- 5.1 **Child** means a person involved in the activities of Jets Gymnastics (including athletes) and under the age of 18 years unless otherwise stated under the law applicable to the child.
- 5.2 **Child protection** means any responsibility, measure or activity undertaken to safeguard children from harm.
- 5.3 **Sexual offence** means any act which exposes a child to, or involves a child in, sexual processes beyond his or her understanding or contrary to accepted community standards. Sexually abusive behaviours can include the fondling of genitals, masturbation, oral sex, vaginal or anal

penetration by a penis, finger or any other object, fondling of breasts, voyeurism, exhibitionism, and exposing the child to or involving the child in pornography. It includes child grooming, which includes actions deliberately undertaken with the aim of befriending and establishing an emotional connection with a child (or the child's carer, family or supervisor) to lower the child's inhibitions and prepare them for engagement in a sexual offence.

- 5.4 **Mandatory reporter** means a person who is legally required to make a report to the Department of Human Services or the Police if they form a belief on reasonable grounds that a child is in need of protection. It includes teachers, principals, registered psychologists, nurses, doctors and midwives.

6. Recognizing and reporting child abuse and racism

- 6.1 While engaging in the activities or work at Jets Gymnastics, an individual may reasonably conclude that a child requires protection from child abuse or any form of racism.
- 6.2 If a person is concerned about an immediate risk to a child's safety, the person must phone "000" as soon as practicable.
- 6.3 **Child abuse** can be divided into four categories:
- (a) **Physical abuse:** occurs when a child has suffered, or is likely to suffer, significant harm as a result of a physical injury, such as a non-accidental physical injury.
 - (b) **Sexual abuse:** occurs when a child has suffered, or is likely to suffer, significant harm as a result of sexual abuse, such as when a child is exploited, or used by another for his or her sexual gratification or sexual arousal, or for that of others.
 - (c) **Emotional and psychological abuse:** occurs when a child has suffered, or is likely to suffer, emotional or psychological harm of such a kind that the child's emotional or intellectual development is or is likely to be significantly damaged; and
 - (d) **Neglect:** occurs when a child's physical development or health has been, or is likely to be significantly damaged. It refers to an

omission, such as depriving a child of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, attachment to and affection from adults, or medical care.

- 6.4 Child abuse includes any actions that results in actual or potential harm to a child, in circumstances where the child's parents have not protected, or are unlikely to protect, the child.
- 6.5 To report any concerns related to child safety or racism, please contact the management team via email at childsaf@jetsgym.com.au

Mandatory reporters

- 6.6 Certain groups in the community, such as teachers, nurses, and doctors, are legally obligated to report to the Child Protection Unit of the Department of Health and Human Services (DHHS) when they reasonably believe that a child is at risk of significant harm, whether due to physical or sexual abuse.
- 6.7 This report must be made as soon as practicable, and after each occasion where he or she becomes aware of a further reasonable ground for the belief.

Reasonable grounds for belief

- 6.8 A reasonable belief is formed if a reasonable person believes that
 - (a) the child is in need of protection;
 - (b) the child has suffered or is likely to suffer significant harm as a result of physical or sexual injury; and
 - (c) the child's parents are unable or unwilling to protect the child.
- 6.9 To form a reasonable belief, you should consider and assess all the facts, such as the source of the allegation and how it was communicated, the nature of and details of the allegation, and whether there are any other related matters known regarding the alleged perpetrator.

- 6.10 A 'reasonable belief' or a 'belief on reasonable grounds' is not the same as having proof, but is more than mere rumour or speculation.
- 6.11 You will have reasonable grounds to notify if:
- (a) a child states that they have been physically or sexually abused;
 - (b) a child states that they know someone who has been physically or sexually abused (sometimes the child may be talking about themselves);
 - (c) someone who knows a child states that the child has been physically or sexually abused;
 - (d) professional observations of the child's behaviour or development leads a professional to form a belief that the child has been physically or sexually abused or is likely to be abused;
or
 - (e) signs of abuse lead to a belief that the child has been physically or sexually abused.

Voluntary reporters

- 6.12 In addition to the mandatory reporting obligations above, any person who believes on reasonable grounds that a child is in need of protection from any form of child abuse, *may* disclose that information to the Police or DHHS.

Reporting child sexual abuse

- 6.13 If a person receives information that leads them to form a reasonable belief that a sexual offence has been committed in Victoria against a child (under the age of 16 years) by another person (of or over the age of 18 years), the person has a legal obligation to disclose that information to the Police as soon as it is practicable. Individuals who fail to comply with this obligation under the *Crimes Act 7958 (Vic)* may be subject to a penalty of 3 years imprisonment.

Jets Gymnastics' approach to reports of abuse

- 6.14 Jets Gymnastics supports and encourages a person to make a report to the Police or DHHS if they form a belief on reasonable grounds that a child is in need of protection, or they are concerned about the safety, health or wellbeing of a child.
- 6.15 Any person that makes a report in good faith in accordance with their reporting obligations (whether mandatory or discretionary) will be supported by Jets Gymnastics, and will not be penalised by Jets Gymnastics for making the report.
- 6.16 If a person is uncertain as to whether they should make a report to an external authority in relation to the safety of a child, they may speak to the Jets Gymnastics Management Team (email: childsaf@jetsgym.com.au). If in doubt, ask for assistance.
- 6.17 If an allegation is made against a member of staff or volunteer, Jets Gymnastics will follow the reporting procedure and take all steps to ensure that the safety of the child is paramount. An initial step will involve the withdrawal of the accused person from active duty, which could entail standing down, reassignment to a role without direct contact with children, working under closer supervision during an investigation, working from home, or any other measures deemed appropriate depending on the seriousness of the allegation.
- 6.18 Jets Gymnastics will investigate allegations of inappropriate conduct against a child in accordance with procedural fairness and will handle the allegations in a confidential manner to the greatest extent possible.
- 6.19 Jets Gymnastics will cooperate with the directions of the Police and/or DHHS in relation to any investigation conducted by these authorities.
- 6.20 Jets Gymnastics will keep a register of any allegations regarding inappropriate conduct.

7. ENGAGING NEW PERSONNEL

- 7.1 The minimum standard for background checks of employees and volunteers of Jets Gymnastics and its members is the law as it applies

in Victoria and Western Australia.

- 7.2 Jets Gymnastics undertakes a comprehensive recruitment and screening process for all staff and volunteers which aims to:
- (a) promote and protect the safety of all children who participate in the activities of Jets Gymnastics;
 - (b) identify and recruit the safest and most suitable candidates who share Jets Gymnastics' values and commitment to protect children; and
 - (c) prevent a person from working at Jets Gymnastics if they pose an unacceptable risk to children.
- 7.3 The Jets Gymnastics screening process examines applications to ensure compliance with the child safety policies and requirements. Additionally, it includes a thorough assessment of background information and an understanding of child safety through interview questions.
- 7.4 Jets Gymnastics requires staff and volunteers to pass the recruitment and screening process prior to commencing their engagement with Jets Gymnastics
- 7.5 As part of the screening and recruitment process, an applicant must provide appropriate evidence (e.g. WWCC) to show that they are suitable to work with children and young people in a recreational setting.
- (a) All Jets Gymnastics staff and Board members require a WWCC.
 - (b) The following key event personnel must have a valid WWCC:
 - (i) those paid by Jets Gymnastics for their services;
 - (ii) volunteers;
 - (iii) relevant contractors who may have unsupervised access to children;
 - (iv) anyone else who Jets Gymnastics staff feel require a WWCC due

to the nature of the work that they are undertaking for Jets Gymnastics.

- 7.6 The type of evidence that an applicant is required to provide to Jets Gymnastics will vary depending on the type of position that they are applying for. However, an applicant will not be offered a position until they provide the required evidence to Jets Gymnastics.
- 7.7 Jets Gymnastics will exercise discretion and may require applicants to provide a Police check in accordance with the law and as appropriate, before they commence their engagement and during their time with Jets Gymnastics in regular intervals.
- 7.8 Jets Gymnastics will undertake thorough reference checks prior to engaging any personnel.
- 7.9 After joining Jets Gymnastics, staff and volunteers will have access to the policy. They are required to review the policy and confirm their understanding of it.
- 7.10 Jets Gymnastics maintains record of recruitment documentation, including WWCC, GA qualifications, child safe workshop certificates and more, on Bamboo HR. These records are regularly reviewed and updated.
- 7.11 Once employed at Jets Gymnastics, staff undergo performance management every six months. This provides additional opportunity to raise any child safety concern's they've observed, allowing each center's manager to address any concerns effectively.

8. CHILD SAFE AND CHILD FRIENDLY GUIDELINES

8.1 Change Rooms and Bathrooms

Staff/Volunteers, regardless of gender, should not enter change rooms or bathrooms where gymnasts are present.

8.2 Adults under investigation

Adults under investigation in relation to a matter involving child abuse, or any matter which has the potential to render their Working With Children Check (WWCC), assessment notice withdrawn or a detention order imposed, will be prohibited, by the Jets Gymnastics Management, from participating in Jets Gymnastics activities.

8.3 Coach Assistance - Spotting

Spotting should be avoided where possible and only done when considered a necessary part of gymnastics that is required for the safety of the athletes. All coaches must ensure that all physical contact with the athletes which occurs when 'spotting' is appropriate for the situation and necessary for the athlete's safety. There should always be other adult coaches present whenever coaching and care should be taken to explain the spotting procedure to the child /gymnasts. Gaining consent prior to spotting.

9. RISK MANAGEMENT APPROACH

- 9.1 Child safety is an integral component of Jets Gymnastics comprehensive risk management framework.
- 9.2 Jets Gymnastics conducts routine risk assessments, including child abuse prevention, across all programs and venues to safeguard the health, safety, and welfare of all our members. These assessments are part of our regular risk management audits.

10. POLICY BREACHES

- 10.1 It is a breach of this policy for any person or organisation to which this policy applies, to have been found to have done anything contrary to this policy.

11. POLICY PROMOTION

- 11.1 This policy will be made available to all members via the Jets Gymnastics website at <https://www.ietsgym.com.au/>
- 11.2 This policy will be communicated to all staff and members.
- 11.3 References to this policy will be included in the information

documents that are provided to all team officials that represent Jets Gymnastics.

11.4 We will have copies of this policy in all of our Venues.

12. REVIEW PROCESS

12.1 This policy will be reviewed by the Jets Gymnastics Management on a biennial basis.

12.2 If you would like to provide Jets Gymnastics with any feedback or suggestions to improve this policy, please contact the Gymnastics Management Team at childsaf@jetsgym.com.au or

12.3 In addition to the regular review of this policy, recommendations for changes to the policy may be submitted to Management for consideration at any time. In the event that changes are accepted, the policy will be updated, and circulated via our website or other appropriate channel.