



## Child Safe Standards Priority Steps

The AFL Child Safe Policy is currently being developed to encompass all football within Victoria. This will address and provide resources and templates for each of the seven Child Safe Standards required by the Commission for Children and Young People to ensure all reach compliancy.

In the interim of the AFL Policy being released, all Victorian Auskick Centres, Clubs and Leagues are expected to work towards getting the following in place, with 2017 seen as a year for implementation. Centres, Clubs and Leagues are not expected to put additional steps in place above this, as the remaining requirements will be addressed in the AFL Policy.

### Working with Children Checks

- Anyone working directly & unsupervised with children under 18 should have a current WWCC – this includes parents of children taking part if they are doing a regular role within a Centre or Club.
- All staff/volunteers must ensure their Check includes their Centre or Club as one of the organisations that they work with. This is done simply on the WWCC website by logging on and including the Club/Centre details under ‘Change my Details’: <https://online.justice.vic.gov.au/wwccu>
- All Centres, Clubs & Leagues must establish and keep a register of each WWCC for all who will be working with children within your organisation.

### Child Safety Officer

- All Centres, Clubs & Leagues must nominate a Child Safety Officer who will be the initial point of contact for any report. This person may already hold a similar role within your organisations i.e. welfare, integrity, etc.
- The position of Child Safety Officer needs to be communicated to all of your members, with a particular emphasis on children being made aware that they are a person that they can speak to if they are feeling unsafe.

### Reporting Procedure

1. Any reports of child abuse are to be made to the organisation’s Child Safety Officer (CSO). CSO to report to Police if there is any report of sexual or physical abuse of a child. Child Safety Officer to stay in contact with reporter and alleged victim to provide support.
2. Child Safety Officer to communicate to Centre Coordinator/Club President/League Management. A detailed written report of supplied information from reporter must be recorded and stored, including Who, What, When, Where & Why the incident is of concern.
3. Centre Coordinator/Club President/League Management to report to next level management (included below) if necessary i.e. report was communicated to Police or is of significant concern.
4. Alleged perpetrator (if member of staff/volunteer) to be reassigned to other duties until further notice.
5. If alleged perpetrator is a member of staff/volunteer, AFL Victoria independent investigation to take place. Approval of investigation process from next level management is required. Investigation is not to be completed by Centre/Club/League CSO.

#### Next level management communication lines:



### Recruiting of Staff & Volunteers

Child Safe Standards are integral in any appointment to a Centre, Club or League role which is providing football for players under 18 years of age. Any role which will have people working with children should involve an application process which includes a recorded, written application as the minimum. The following should be included in this:

- Contact details for two referees relevant to the role which is being undertaken
- Proof of a current Working with Children Check, including WWCC number and alignment to the Centre, Club or League.
- Why the person wishes to work with children?
- The candidate’s history of working with children and why they left any previous positions?