



FINDON CALISTHENICS CLUB

Child Safe Standards

A GUIDE TO RESPONDING TO AND REPORTING CHILD SAFE CONCERNS

Who <u>can</u> report?	Anyone! We all have an obligation to report breaches of our [Child Safe Framework or equivalent].	
What to report and to whom?	If immediate threat of harm to others	Someone must CALL 000 (Police) as soon as possible (if it is safe to do so)
Generally, what to do regarding Child Safety Concerns	Always ensure that conversations occur discretely with the appropriate people & maintain confidentiality	<ul style="list-style-type: none"> Take reasonable steps to protect Children & Young People (CYP) and others at risk. Tell an appropriate senior person or nominated Child Safety Officer of Executive Committee member in Findon Calisthenics Club The appropriate senior person or nominated officer gathers relevant information (e.g. who, what, when, where, how, why & what next?) [and must inform Calisthenics Victoria. If any concerns/conflicts of interest, contact Calisthenics Victoria (if involving children) direct by phone or email.
What <u>must</u> be reported and to whom – 3 categories of mandatory reporting:	Reasonable belief of Child Sexual Abuse, Child Abuse, Neglect or Reportable Conduct *Refer also to the Victorian Mandatory Reporting of Child Abuse Summary on pages 12-13 of this summary resource.	<ol style="list-style-type: none"> Report matters to police where you have a reasonable belief[^] (see notes below) that sexual abuse of a child under 16 years+ (see notes), by an adult, has occurred or is likely to occur. If you are a mandatory reporter* (see notes) under the <i>Children, Youth and Families Act 205 (Vic)</i>, report matters where you have a reasonable belief[^] that a CYP has suffered, or is likely to suffer, significant harm from physical or sexual abuse and their parent/guardian has not protected, or is unlikely to protect the child from harm of that type <u>to the Department of Family, Fairness & Housing (DFFH)</u>. The Commission for Children and Young People (CCYP) manages the reportable conduct scheme which may require reporting from the head of your organisation. If "Reportable Conduct"^{***} (see note below) occurs on camps or overnight stays conducted by your sport, the head of your organisation must report the event to CCYP within 3 business days of occurring. <ul style="list-style-type: none"> For these matters, the Senior Person/Nominated Officer <u>must refer the matter to [Peak Victorian/National Organisation]</u>. This is particularly important where the wellbeing, physical and/or mental health of any child in Findon Calisthenics Club is at risk. IF IN DOUBT ABOUT REPORTING OBLIGATIONS, CALL THE COMMISSION FOR CHILDREN AND YOUNG PEOPLE TO CHECK.
What you are <u>advised</u> to report to DFFH and CCYP (if outside the above mandatory reporting categories)	If "reasonable belief" or suspicion of actual or likely abuse of a child under 18 years that has caused, or has the potential to cause <u>significant harm</u>	<ul style="list-style-type: none"> Take reasonable steps to protect Children & Young People (CYP) and others at risk. Confidentially, tell an appropriate Senior Person in Findon Calisthenics Club or <u>call DFFH or CCYP</u> if the matter is urgent. The Senior Person gathers relevant information (e.g. who, what, when, where, how, why & what next?) [and <u>must inform [peak Victorian/National sport/organisation]</u>]. If any concerns/conflicts of interest, contact Calisthenics Victoria direct by phone or email.
What details should be provided when reporting? **Ask for <u>consent</u> to provide contact details to	Who?	Who was involved? Were there witnesses? Provide names, ages (if children) and contact details if known
	What?	What happened?
	When?	When did the conduct and/or behaviour occur?
	Where?	Where did the conduct and/or behaviour occur?

appropriate organisations & record of their concerns to appropriate people, particularly for children	How?	How did the conduct and/or behaviour breach the [Child Safe Framework or equivalent]? How was damage or impact to yourself/others caused?
	Why?	Why are you concerned?
	What next?	What is it that you and/or the person(s) affected want to happen next? What does the child want (if talking to their parent)? Note – Don't promise that what they want will definitely happen.
	Other questions/ areas to address	<ul style="list-style-type: none"> Who else (if anyone) have you spoken to? Reinforce obligations of confidentiality.
What must you and/or the person to whom you report the matter to do?	<ul style="list-style-type: none"> Ensure that you are in a position to talk privately – take notes if possible and retain securely. Take concerns seriously & remember – innocent until proven guilty. Be calm, listen to and be supportive of any child or young person involved. Offer support to other persons as appropriate. Inform those affected that other people may need to be told to deal with the issue. Pass on the information received to the appropriate organisation(s). Contact authorities (Police, DFFH or CCYP) as appropriate (see: "What <u>must</u> be reported and to whom?" - above). Record details of the issue in the Confidential Record of Child Safe Concern Form (see "Resources" page on Calisthenics Victoria website) 	
What happens next for matters involving significant harm to children or serious criminal conduct?	<ul style="list-style-type: none"> Next steps will always depend on the nature and seriousness of the concern(s). Findon Calisthenics Club may provide guidance on how to manage the matter which may involve: <ul style="list-style-type: none"> Gathering more information Reporting the matter to DFFH, CCYP or police, depending on the nature of what is uncovered through gathering the facts. Reporting the matter to Calisthenics Victoria – if applicable, who may provide guidance in managing the issue. Delegating the matter to another organisation as appropriate (eg, school, council, employer, facility, etc). Ensuring that the person complained about has received the allegations and has an opportunity to respond to those. This is called "natural justice". Discussing options for support for those involved. Resolving through informal conversation/mediation and/or education. After further internal investigation, determining that no further action is necessary. Taking provisional action (i.e. suspension) if necessary. If more formal action is necessary, following our complaints process under the Findon Calisthenics Clubs constitution. 	

^ "Reasonable belief" – a reasonable person in the same position would have formed the same belief on the same grounds.

* **Mandatory Reporters** under the *Children, Youth and Families Act 205* (Vic) are:

- registered medical practitioners
- nurses
- midwives
- registered teachers and early childhood teachers
- school principals
- school counsellors
- police officers
- out of home care workers (excluding voluntary foster and kinship carers)
- early childhood workers
- youth justice workers
- registered psychologists
- people in religious ministry.

** "Reportable Conduct" includes any one or more of the following in situations in which the conduct occurs on overnight camps or stays:

Sexual offence committed against a child
Sexual offence committed with a child
Sexual offence committed in the presence of a child
Physical violence committed against a child
Physical violence committed with a child
Physical violence committed in the presence of a child

Sexual misconduct committed against a child
Sexual misconduct committed with a child
Sexual misconduct committed in the presence of a child
Behaviour that causes significant emotional or psychological harm to a child
Significant neglect of a child

+ **Sexual Abuse of persons under 16 years** – whilst "kids" or "Children and Young People" are in all other circumstances defined

as under 18 years of age in Victoria, this age is different because the legal age of consent to sexual behaviour in Victoria is 16 years of age. "Child sexual assault" in Victoria is therefore a crime against children under the age of 16 years of age and must be reported to POLICE, even if it is not a situation of "immediate danger" or a "life threatening situation".