

MACCLESFIELD COMMUNITY ASSOCIATION

CHILD SAFE POLICY

Purpose: To ensure that activities of the Macclesfield Community Association (MCA) are conducted in compliance with the principles of Child Safe Environments.

Authorisation: By majority vote at a MCA general meeting.

Definitions:

Child/children or young person/people:- any person under the age of eighteen years.

Child Abuse and Neglect:- sexual abuse, or physical or emotional abuse of a child to the extent that the child has suffered or is likely to suffer physical or psychological injury or the child's physical or psychological development is in jeopardy. (Full explanation is available in "Reporting Child Abuse and Neglect Booklet" from DECD.)

POLICY.

When the MCA provides entertainment and/or cultural activities for children and the Youth Group usually as part of general family/community events. It is therefore required by law to "develop policies and procedures to establish and maintain a child safe environment, meet relevant history information requirements and lodge a Child Safe Environment Compliance Statement with the Department for Education and Child Development (DECD)".

Commitment to the safety of children and young people

- that children and young people are valued, respected and encouraged to participate and that the safety and protection of children and young people is always the first priority
- that this policy complies with the *Children and Young People (Safety) Act 2017*, *Child Safety (Prohibited Persons) Act 2016* and the National Principles for Child Safe Organisations
- commitment to diversity - e.g. all children and young people are embraced regardless of their abilities, sex, gender, or social economic or cultural background and equity is upheld
- that bullying and harassment will not be tolerated.

1. Prior to any event operated or sponsored by the MCA at which there will be specific activities for children and young people a risk assessment of these activities must be undertaken and a risk management strategy written and implemented.

2. All involved volunteers and employees must be informed of, sign and take action on, the MCA Code of Conduct for Volunteers Working with Children and Young People.

3. All involved volunteers must be informed of and understand their responsibility relating to mandatory notification of child abuse and neglect and must take appropriate action if necessary.

The Mandatory Notification Information Booklet is accessible at :

https://dhs.sa.gov.au_data/assets/pdf_file/0003/103179/CSE-Mandatory-notification-information-booklet.PDF

4. The MCA organiser/supervisor of any activities for children and young people will have a current letter of clearance from SAPOL, National Criminal History Record Check (3 years validity or as required by the relevant child safety requirement). Application can be made via the Executive of the MCA.
5. The MCA will take all reasonable steps to ensure that volunteers who assist with any activities for children and young people are suitable for the work involved.
6. Participating volunteers must respond fairly to any incidents, complaints or concerns, including bullying, brought to their attention during the activities, and must report these to the organiser/supervisor of the activities as soon as possible.
7. The organiser/supervisor of any MCA activities for children and young people must report any serious incidents and complaints and how they were resolved, to the MCA Chairperson or delegate and if necessary, seek advice from an appropriate source. Any incident that requires a mandatory report must be reported to the Child Abuse Report Line on 13 14 78 as soon as possible. Information about making appropriate reports of harm or risk of harm is available from the SA Department of Child Protection website: <https://www.childprotection.sa.gov.au/reporting-child-abuse>
8. Participating volunteers must provide a positive role model, treating others with respect and honesty and encouraging the opinions and participation of all children and young people without discrimination.
9. Participating volunteers at MCA events for children or young people must ensure that another adult is always present or in sight when conducting one to one activities with a child or young person.
10. Participating volunteers must not engage in rough physical activities, develop 'special' relationships, or do things of a personal nature with children and young people involved in MCA activities.
11. The MCA will seek advice and/or take whatever action is necessary in relation to any incidents or complaints reported to it in relation to its activities for children and young people.
12. MCA will take all reasonable steps to support volunteers and to increase their knowledge of, and commitment to, the requirements of this Child Safe Policy.
13. A copy of this policy is available for all children, young people and their parents/guardians on request. A copy of this policy is provided to workers as a part of their induction when they join the MCA. A copy is also available on the MCA website.

Policy Authorised Date: 14 *August 2023*

MCA Chairperson *Penny Worland*

Review dates: *August 2026*