

Safeguarding in Sport

Safeguarding in Sport Continuous Improvement Program

Phase Overviews – Aims, Objectives & Outcomes



All Australians should feel safe to participate in sport at any level and it is why Sport Integrity Australia developed the **Safeguarding in Sport Continuous Improvement Program.** The Program provides sports with education, training, and ongoing support so they can offer a safe and inclusive environment to all members, including children.

The Safeguarding in Sport Continuous Improvement Program is critical to the ongoing development of integrity capabilities in sport across Australia. It reduces risk by supporting sporting organisations to implement best practice safeguarding practices and processes.

The Program consists of three phases – Recognise, Achieve and Embed. Each phase takes a collaborative approach to implement child safeguarding and member protection requirements across nine core themes – all of which are underpinned by the *National Principles for Child Safe Organisations* and better practice member protection processes. Through extensive consultations, the Phases and Themes of the Program were carefully designed to encourage adoption and implementation of safeguarding and member protection processes while shifting culture at all levels of the sport.

All sports are different, with unique governance models and at varying stages of their safeguarding journey. As such, a 'one size fits all' approach to the Program is not appropriate. This has been factored into the design of the Program, enabling flexibility to contextualise and adjust based on the unique environment of each, and every sport.



Themes

Phases

There are three Phases to the Safeguarding in Sport Continuous Improvement Program, with each Phase representing a new stage of maturity that builds upon the last. There are differing Theme requirements for each Phase, to take into consideration the resources and journey required for sports to successfully implement child safeguarding and member protection.



the sport.



fostering a safe culture.

Recognise Phase

OVERVIEW	The Recognise Phase is focussed on taking a risk-based and targeted approach, where
	 The Recognise Phase is focussed on taking a fiskbased and targeted approach, where the NSO and NSOD will ensure child safeguarding and member protection fundamentals are embedded into key policies and culture. In this phase, NSOs/NSODs must: develop policies that address every area of safeguarding and member protection develop processes and systems to meet all child safeguarding and member protection develop processes and regulatory obligations, such as Working with Children Check (WWCC) laws and reportable conduct schemes develop and implement human resource management systems to recruit and screen personnel that are suitable to work with children and young people meet leadership, governance, culture and risk management requirements. This ensures NSOs/NSODs are ready to implement and support SSO and community affiliated bodies (associations/clubs).
CORE THEMES	 The Recognise Phase focuses solely on the NSO/NSOD across four key themes: Leadership, governance and culture Risk management Policies and procedures Human resource management Inclusion of leadership, governance and culture means that a safety tone from the top is set. Inclusion of risk management addresses the ongoing need to proactively identify and manage child safeguarding and member protection risks within the sport. Inclusion of policies and procedures in this phase means the NSO/NSOD must address every area of safeguarding and member protection in policy and therefore must have processes and systems in place to meet all child safeguarding and member protection set. Human resource management, through screening, recruitment and ongoing performance review, plays a vital role in protecting children and members from harm. Child and member-focused human resource practices help screen out people unsuitable for working with children in sport and discourage their application and employment. A WWCC or equivalent, is just one tool in a suite of screening resources that must be used to protect children from harm. Many other measures exist to prevent harm to children and members, such as reference checks, performance management and training and development. It's important to note that human resource management will be focused on staff employed by the NSO/NSOD only. Staff employed by SSO will be considered in the Achieve Phase and staff employed by the affiliated bodies (associations /clubs) will be considered in the Embed Phase.

PRE-REQUISITES	An NSO/NSOD must be a current recognised sport by the Australian Sports Commission. An NSO/NSOD must also identify a key contact who will be responsible for the management of the Program. Note: Sport Integrity Australia, in consultation with the NSO/NSOD, reserves the right to progress the organisation straight to the Achieve Phase <i>should the evidence support</i> <i>this movement.</i> If it is in the best interest of the sport and the sport has demonstrated achievement against the Recognise Phase Audit Questionnaire , then a decision may be made to progress directly to the Achieve Phase Audit Questionnaire .
	Completed by the NSO/NSOD, with the support of Sport Integrity Australia.
WHO OUTCOMES	 Leadership, Governance and Culture The NSO/NSOD commitment to child safeguarding and member protection is defined and easily accessible. Values include safeguarding and protection elements and are embedded into the NSOs/NSODs culture. Governance arrangements facilitate implementation of child safeguarding and member protection best practice at all levels to develop a safe sporting environment. Risk Management The NSO/NSOD has risk management strategies focused on preventing, identifying and mitigating risks to all members, including children and young people. NSOs/NSODs that contract facilities and services to and from third parties have procurement policies and contract management arrangements that ensure safeguarding of children. Policies and Procedures All policies and procedures reflect the NSOs/NSODs commitment to child safeguarding and member protection by embedding safeguarding requirements throughout all policies and procedures where relevant. NSO/NSOD personnel understand and implement policies and procedures. Policies are updated regularly and align to better practice and changing legislation. Human Resource Management All NSO/NSOD current and new staff and volunteers are aware of expectations and responsibilities in relation to upholding child safeguarding and member protection values. NsO/NSOD bat freceive appropriate induction and are aware of their child safeguarding and member protection responsibilities, including recognising signs of harm and their responsibilities and strategies to enhance child safeguarding within the sport.
	 NSO/NSOD staff are provided with ongoing support and supervision to assist with their compliance to child safeguarding and member protection requirements. The NSOs/NSODs recruitment processes champion diversity and inclusion. Failure to adhere to Child Safeguarding and Member Protection Policy is taken into consideration in the staff discipline process.

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LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS

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Completion of all activities within the Recognise Phase Action Plan works towards achievement of the following National Principles.

Leadership, Governance and Culture

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- Principle 4: Equity is upheld, and diverse needs respected in policy and practice.
- Principle 6: Processes to respond to complaints and concerns are child focused.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Risk Management

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 8:** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

Policies and Procedures

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- Principle 6: Processes to respond to complaints and concerns are child focused.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 9:** Implementation of the national child safe principles is regularly reviewed and improved.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Human Resource Management

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- Principle 4: Equity is upheld, and diverse needs respected in policy and practice.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Achieve Phase

OVERVIEW	The Achieve Phase embeds and implements elements of the Child Safeguarding and Member Protection Policy into practice.
	For this reason, SSOs are introduced into the Program during this phase and assigned practical actions to further develop child safeguarding and member protection across the sport.
CORE THEMES	This Achieve Phase sets requirements for both the NSO/NSODs and SSOs across two key themes:
	 Complaints, discipline and disputes practices and processes. Training and education
	These themes are operational in nature and therefore the NSO/NSOD and SSOs will have set requirements for each.
	As SSOs are introduced and involved in this phase, they will also have additional requirements relating to the <i>Recognise Phase</i> themes, which the NSO/NSOD will already have completed at their own level. These include:
	Leadership, governance and culture
	Risk managementPolicies and procedures
	Human resource management
PRE-REQUISITES	An NSO/NSOD must have satisfactorily completed their Recognise Phase Action Plan.
	Note: Sport Integrity Australia, in consultation with the NSO/NSOD, reserves the right to progress the organisation to the Embed Phase prior to all actions being achieved. If it is in the best interest of the sport and the sport has demonstrated significant progress and success against the Achieve Phase Action Plan , then a decision may be made to conduct the Embed Phase Audit Questionnaire before final sign off on the Achieve Phase Action Plan .
WHO	Completed by the NSO/NSOD in partnership with their SSOs, with the support of Sport Integrity Australia.



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KEY OUTCOMES Complaints, Discipline and Disputes Practices and Processes (NSO/NSOD/SSO) Processes to respond to complaints and concerns are child focused. All parties involved in a complaint are supported. Processes are in place to give the sport assurance that complaints are managed effectively.

The following actions are relevant to NSOs/NSODs who haven't adopted the National Integrity Framework Complaints, Discipline and Disputes Policy. The following questions should only be provided to NSOs/NSODs with a standalone complaints policy.

- Information and support are documented and provided to all those involved in the complaints process.
- · Consistent complaints management guidance is provided to all levels of the sport.

Training and Education (NSO/NSOD & SSO)

- A national safeguarding education plan ensures personnel are equipped with the right skills, capability and capacity to safeguard their members.
- Personnel receive appropriate induction and are aware of their child safeguarding and member protection responsibilities, including reporting obligations.
- Additional training is provided for personnel who work in child-related roles.
- Additional training is provided for personnel who work in member protection specific roles.
- Specialised training should be provided to coaches, umpires and children.

Human Resources Management (SSO only)

- All new and potential staff are aware of expectations and responsibilities in relation to upholding child safeguarding and member protection values.
- The sport has developed systems to oversee and monitor relevant screening checks and staff's ability to uphold child safety and member protection values.
- Staff are provided with ongoing support and supervision to assist with their compliance with child safeguarding and member protection requirements.
- · Recruitment processes champion diversity and inclusion.
- Failure to adhere to Child Safeguarding and Member Protection Policy is taken into consideration in the staff discipline process.

Leadership, Governance and Culture (SSO only)

- The sport's commitment to child safeguarding and member protection is defined and easily accessible.
- Governance arrangements facilitate implementation of child safeguarding and member protection better practice at all levels to develop a safe sporting environment.

Risk Management (SSO only)

- The sport has risk management strategies focused on preventing, identifying and mitigating risks to all members, including children and young people.
- Sports that contract facilities and services to and from third parties have procurement policies and contract management arrangements that ensure safeguarding of children.

KEY OUTCOMES continued	 Policies and Procedures (SSO only) All policies and procedures reflect the sport's commitment to child safeguarding and member protection by embedding safeguarding requirements throughout all policies and procedures where relevant. Personnel understand, have access to, and implement policies and procedures. Policies are updated regularly and align to best practice and changing legislation.
LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS	 Completion of all activities within the Achieve Phase Action Plan works towards achievement of the following National Principles Leadership, Governance and Culture (SSO only) Principle 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture. Principle 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously. Principle 3: Families and communities are informed and involved in promoting child safety and wellbeing. Principle 4: Equity is upheld and diverse needs respected in policy and practice. Principle 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. Principle 6: Processes to respond to complaints and concerns are child focused. Risk Management (SSO only) Principle 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. Principle 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. Principle 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice. Principle 8: Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed. Policies and Procedures (SSO only) Principle 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture. Principle 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously. Principle 2: Children and young people are suitable and supported to reflect child safety and wellbeing values in practice. Principle 5: People working with children

LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS continued

Human Resource Management (SSO only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- Principle 4: Equity is upheld and diverse needs respected in policy and practice.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Complaints, Discipline and Disputes Practices and Processes (NSO/NSOD and SSO)

- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- **Principle 4:** Equity is upheld and diverse needs respected in policy and practice.
- **Principle 6:** Processes to respond to complaints and concerns are child focused.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Training and Education (NSO/NSOD and SSO)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 8:** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

10 SPORT INTEGRITY AUSTRALIA SAFEGUARDING IN SPORT CONTINUOUS IMPROVEMENT PROGRAM | PHASE OVERVIEWS – AIMS, OBJECTIVES & OUTCOMES

Embed Phase

OVERVIEW	The Embed Phase drives cultural change through the NSO/NSOD, SSOs and the community affiliated bodies (associations/clubs). Community affiliated bodies (associations/clubs) are introduced and involved in this phase.
CORE THEMES	 The Embed Phase focuses on NSO/NSOD, SSOs and community affiliated bodies (associations/clubs) embedding three key themes: 1. System, policy and process review and improvement 2. Engagement with children, families and the community 3. Ensuring equity and diversity is authentic As affiliated bodies (associations/clubs) are introduced and involved in this phase, they will also have additional requirements relating to the Recognise and Achieve Phase themes.
PRE-REQUISITES	An NSO/NSOD must have satisfactorily completed their Achieve Phase Action Plan. Note: Sport Integrity Australia, in consultation with the NSO/NSOD, reserves the right to progress the organisation to the Embed phase prior to all actions being achieved. If it is in the best interest of the sport and the sport has demonstrated significant progress and success against the Achieve Phase Action Plan, then a decision may be made to conduct the Embed phase Audit Questionnaire before final sign off on the Achieve Phase Action Plan.
WHO	Completed by the NSO/NSOD in collaboration with each SSO on behalf of their affiliated bodies (associations/clubs), with the support of Sport Integrity Australia.
KEY OUTCOMES	 Policy, Process and System Review and Improvement Child safeguarding and member protection data is collected and used to identify causes and trends to inform policy, process and system improvement. The sport is kept accountable through independent review and self-reflection. All levels of the sport leverage their networks to enhance child safeguarding and member protection. Equity, Diversity and Inclusion The sport welcomes members and children regardless of their abilities, sex, gender, race, or social, economic or cultural background and has policies, procedures and systems in place to support inclusion. Maturing the sport's safeguarding practices to include all vulnerable people.

KEY OUTCOMES	Engagement with Children, Families and the Community
continued	 The sport considers the input of members, children, families and the community to develop a child and member safe sporting environment.
	• The opinion and thoughts of children within the sport are actively requested and valued at all levels.
	Personnel are attuned to signs of harm and understand their responsibilities and the strategies to enhance child safeguarding within the sport.
	Leadership, Governance and Culture (affiliated bodies [associations/clubs] only)
	 The sport's commitment to child safeguarding and member protection is defined and easily accessible.
	 Risk Management (affiliated bodies [associations/clubs] only)
	 The sport has risk management strategies focused on preventing, identifying and mitigating risks to all members, including children and young people.
	Policies and Procedures (affiliated bodies [associations/clubs] only)
	 All policies and procedures reflect the sport's commitment to child safeguarding and member protection by embedding safeguarding requirements throughout all policies and procedures where relevant.
	Human Resources Management (affiliated bodies [associations/clubs] only)
	 All new and potential staff are aware of expectations and responsibilities in relation to upholding child safeguarding and member protection values.
	Complaints, Discipline and Disputes Practices and Processes (affiliated bodies [associations/clubs] only)
	The following actions are relevant to NSOs/NSODs who haven't adopted the National Integrity Framework Complaints, Discipline and Disputes policy. The following questions should only be provided to NSOs/NSODs with a standalone complaints policy.
	Consistent complaints management guidance is provided to all levels of the sport.
	 Training and Education (affiliated bodies [associations/clubs] only)
	 Personnel receive appropriate induction and are aware of their child safeguarding and member protection responsibilities, including reporting obligations.
	 Additional training is provided to personnel who work in child-related roles.
	 Additional training is provided to personnel who work in member protection specific roles.
	Specialised training should be provided to coaches, umpires and children.

LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS Completion of all activities within the Embed Phase Action Plan works towards achievement of the following National Principles

Leadership, Governance and Culture (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- **Principle 4:** Equity is upheld, and diverse needs respected in policy and practice.
- Principle 6: Processes to respond to complaints and concerns are child focused.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Risk Management (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 8:** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

Policies and Procedures (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
- Principle 6: Processes to respond to complaints and concerns are child focused.
- **Principle 8:** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Human Resource Management (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS continued

Complaints, Discipline and Disputes Practices and Processes (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- Principle 4: Equity is upheld and diverse needs respected in policy and practice.
- Principle 6: Processes to respond to complaints and concerns are child focused.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
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Training and Education (affiliated bodies [associations/clubs] only)

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
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- **Principle 8:** Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

System, Policy and Process Review and Improvement

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Principle 6:** Processes to respond to complaints and concerns are child focused.
- **Principle 9:** Implementation of the national child safe principles is regularly reviewed and improved.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

LINKS TO THE NATIONAL PRINCIPLES FOR CHILD SAFE ORGANISATIONS continued

Equity and Inclusion

- **Principle 1:** Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- **Principle 4:** Equity is upheld, and diverse needs respected in policy and practice.
- **Principle 5:** People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
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- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 8**: Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- **Principle 9:** Implementation of the national child safe principles is regularly reviewed and improved.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

Engagement with Children, Families and the Community

- **Principle 2:** Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.
- **Principle 3:** Families and communities are informed and involved in promoting child safety and wellbeing.
- **Principle 4:** Equity is upheld, and diverse needs respected in policy and practice.
- **Principle 7:** Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Principle 9:** Implementation of the national child safe principles is regularly reviewed and improved.
- **Principle 10:** Policies and procedures document how the organisation is safe for children and young people.

For more information: Email: safeguarding@sportintegrity.gov.au





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