



# GYMNASTICS NSW CHILD SAFE AND CHILD FRIENDLY POLICY

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<b>POLICY NAME:</b>	<b>Gymnastics NSW Child Safe and Child Friendly Policy</b>
<b>DATE OF ISSUE:</b>	<b>May 2008 for adoption in June 2008. Replaces the 'Working with Children Policy released in July 2006</b>
<b>POLICY COVERAGE:</b>	<b>All Gymnastics NSW events and activities</b>
<b>DATE OF REVIEW:</b>	<b>December each year</b>
<b>CONTROLLING BODY:</b>	<b>Gymnastics NSW</b>

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## 1. INTRODUCTION

Gymnastics NSW wants children and young people who participate in its activities to have a safe and happy experience. Gymnastics NSW supports and respects children, young people, staff, volunteers and course participants.

## 2. POLICY STATEMENT

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Gymnastics NSW considers that the health, safety and well being of children takes priority over all other competing considerations, and 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 Association and its affiliate members.

## 3. SCOPE

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The Child Safe and Child Friendly Policy replaces the Working with Children Policy which came into effect on the 1<sup>st</sup> of July 2006. This policy will operate until replaced or amended. This policy may be amended from time to time by GNSW. Copies of the policy and its attachments can be obtained from our website at [www.gymnsw.org.au](http://www.gymnsw.org.au).

This policy applies to the following, whether they are in a paid or voluntary capacity;

- Employees and volunteers;
- Support personnel (e.g. managers, physiotherapists, psychologists, masseurs, sport trainers);
- Coaches and assistant coaches;
- Athletes;
- Judges and other officials;
- Parents, guardians, spectators and sponsors to the full extent that is possible.

This policy will continue to apply to a person even after they have stopped their association or employment with GNSW if disciplinary action, relating to an allegation of child abuse against that person, has commenced.

#### 4. RELATED DOCUMENTS

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Related documents include:

- Privacy Policy, which governs the collection and use of personal information;
- Gymnastics NSW Occupational Health and Safety Policy;
- Gymnastics NSW Constitution;
- Member Protection Policy (including codes of behavior) which sets out the procedures where members have a grievance regarding discrimination, harassment, sexual harassment, child protection, or sexual relationships;
- Discipline Policy, which sets out procedures for disciplinary action where members are accused of misconduct and/or failing to comply with the rules of the Association;
- Grievance Policy, which establishes procedure for complaint handling;
- Photography – Acquiring and Displaying Images of Children Policy, which establishes guidelines for the appropriate acquisition and display of images of Gymnastics NSW Members.

This list is not exhaustive and members should consult the Gymnastics NSW website for other relevant information.

#### 5. SUPPORT CHILD PARTICIPATION

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Gymnastics NSW supports the active participation of Children. It listens to Children's views, respects what they say and involves them when making decisions, where appropriate, and especially about matters that will directly effect them.

#### 6. SUPPORT STAFF, VOLUNTEERS AND STUDENTS

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Gymnastics NSW promotes, fairness and consideration for all staff, volunteers and students. For further details please see the *Gymnastics NSW Member Protection Policy* and the *Gymnastics NSW Occupational Health and Safety Policy*.

#### 7. CHILD SAFE AND CHILD FRIENDLY GUIDELINES

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##### 7.1 *Change rooms*

Adult officials, regardless of gender, should only enter change rooms if accompanied by another adult. Prior to entering change rooms, officials should notify the people in the room of their intended entrance.

##### 7.2 *Hotel rooms and other accommodation*

No official should be in the hotel room of an athlete under the age of eighteen without the presence of another adult.

### 7.3 *Travel - General*

All team members over 18 years of age retain an overriding responsibility for the welfare of all athletes they accompany during team travel activities. They must maintain a 'duty of care' towards the athletes and they must avoid unaccompanied and unobserved activities with persons less than eighteen years of age, wherever possible.

### 7.4 *Sexual Relationships while on Tour*

During all team travel activities officials must not, under any circumstances, engage in conduct of a sexual nature with an athlete. Improper conduct of a sexual nature by an official against an athlete includes sexual intercourse and any form of child sexual abuse (defined within the *Member Protection Policy*) as well as but not limited to the following:

- inappropriate conversations of a sexual nature;
- obscene language of a sexual nature;
- suggestive remarks or actions;
- jokes of a sexual nature;
- obscene gestures;
- unwarranted and inappropriate touching;
- sexual exhibitionism; and
- any other action that could lead to an athlete being physically, emotionally or psychologically harmed.

Please also refer to the *Gymnastics NSW Sexual Relationships Policy* which is contained within the *Gymnastics NSW member Protection Policy*.

### 7.5 *Adults under investigation*

Adults under investigation on a matter relating to child abuse, or any matter which has the potential to render them a 'prohibited person' as defined within the *Commission for Children and Young People ACT 1998* and the *Child Protection (Prohibited Employment) Act 1998*, may be prohibited, by the Gymnastics NSW Board, from participating in Gymnastics NSW activities.

### 7.6 *Coach Assistance - 'Spotting'*

Spotting is a necessary part of gymnastics that is required for the safety of the athletes. All coaches must ensure that all physical contact with athletes which occurs when 'spotting' is appropriate for the situation and necessary for the athlete's safety.

## 8. BACKGROUND CHECKS

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The minimum standard for background checks of employees and volunteers of Gymnastics NSW and its members is the law as it applies in NSW. Gymnastics NSW and its members must comply with their legal obligations and statutory requirements at all times. In addition to satisfying legal obligations Gymnastics NSW require that all affiliate members provide a written statement signed by a duly authorised officer/owner of the club attesting to the fact that all persons 'working with children' have completed the working with children background check and that it has been forwarded to a registered screening agency. Gymnastics NSW has the right to and will refuse affiliation

to a club that fails to satisfy this requirement. Clubs that have not complied with the law and provided the written statement with the application to affiliate will be found to have not complied with Gymnastics NSW affiliation requirements.

## 9. POLICY BREACHES

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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. All people that breach this policy are subject to either Part C of the *Member Protection Policy*, or the *Gymnastics NSW Discipline Policy*, whichever is relevant.

## 10. CONCERNS OR COMPLAINTS

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If a person has a concern or complaint with respect to the conduct of a representative of Gymnastics NSW it should be made in accordance with the Gymnastics NSW Grievance Policy or the Gymnastics NSW Member Protection Policy, whichever is relevant. A copy of both policies may be found on the Gymnastics NSW website.

## 11. PROMOTION

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This policy will be made available to all members via the GNSW website at [www.gymnsw.org.au](http://www.gymnsw.org.au) and through the annual yearbook or its equivalent publication.

This policy will be communicated to all staff members, board members, sports management committee members, and regional committees annually.

Reference to this will be included in the information documents that are provided to all team officials that represent NSW at a National Championships.

## 12. REVIEW

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To ensure its efficacy this policy will be reviewed by the GNSW Board prior to the commencement of every calendar year.

## 13. ADDITIONS OR AMENDMENTS

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In addition to the annual review of this policy recommended changes to the policy may be submitted to the GNSW Board for consideration, at any time. In the event that the changes are accepted, the policy will be updated, dated and circulated to all relevant stakeholders.