



SAFETY AND WELLBEING OF CHILDREN POLICY

National Integrity Framework supplementary documentation

Working with Children (Risk Management and Screening) Act 2000 (Qld)

Working with Children (Risk Management and Screening) Regulation 2011 (Qld)

(together Law)

Any capitalized words in this Policy, if not defined in this Policy, will take the definition detailed in the Club Handbook.

Samford Amateur Swim Club (SASC) Purpose and Commitment

SASC is committed to the safety and wellbeing of children and the protection of children from harm. The purpose of Safety and Wellbeing of Children Policy (Policy) is to:

- provide details on how SASC will comply with the Law in order to protect children from harm.
- Create a positive and ethical culture for SASC
- Ensure protocols are in place to support SASC and its members for the reporting and investigation into a potential incident.

Compliance with the Law

To comply with the Law, SASC will comply with the below procedure to minimize risk and ensure the safety and wellbeing of children.

1. Annual review of Blue Card strategy

- 1.1 An annual review of this policy must be undertaken to ensure that the strategy:
 - a) reflects current legislation including the obligations for blue card holders.
 - b) continues to be effective in addressing risks of harm to children and young people; and
 - c) reflects and considers whether any incidents occurred, whether your procedures were followed and identify any learnings which may require the procedure to be updated.

2. Blue Card Requirements

- 2.1 The SASC Management Committee has determined that those in the following positions require a blue card:
 - a) members of the SASC Management Committee.
 - b) all accredited coaches.
 - c) anyone involved in coaching people under 18 years of age in swimming, unless they fall into the exemption categories listed by the Queensland Government.

3. Incidents and Investigations

- 3.1 Should SASC receive a complaint or report of an alleged incident (Complaint), SASC will:
 - a) Obtain information in relation to any complaint, including:
 - Nature of the incident.
 - People involved.
 - Background to the Complaint including dates and history of the issue.
 - Any other supporting information available.
 - b) Ensure all information is kept strictly confidential, treated seriously, and addressed promptly and discreetly.



- c) Document any findings from the investigation into the complaint.
- d) Advise the complainant and any impacted persons of the findings.
- e) Take any other action SASC deems necessary, in its absolute discretion, to ensure the safety and wellbeing of children remains paramount, this may include, but is not limited to, terminating or suspension SASC membership or coaching.

Communication and Support Strategies

SASC is committed to communicating this Policy to all stakeholders including employees, contractors, officials, volunteers, children and young people, coaches, parents, and guardians.

This Policy, including documentation related to the National Integrity Framework, will be publicised to all members annually and made available for access at any time. This publication will be included as an item in the introductory email at the start of each new season and for each new or returning member as well as on our website.

Compliance with this Policy

1. The SASC President is responsible for:
 - a) Keep a record of Committee Members, coaches, and Officials to ensure that all the above hold a current and valid blue card.
 - b) Maintain a blue card register of staff and volunteers, using the Queensland Government Portal.
 - c) Ensure any Complaint is investigation in accordance with section 3 of this Policy.
 - d) Maintain a process to manage changes in police information. (Note: staff and volunteers are no longer required under the Act to tell you if they have had a change in police information and the organisation no longer has the obligation to report these changes to Blue Card Services.)
 - e) Maintain a process to manage high risk notifications (if an individual is issued with a negative notice; has their blue card suspended or cancelled; has their application withdrawn, etc.)
 - f) Managing changes in police information and high-risk notifications which will be dealt with by placing the suspected individual's membership on hold until further investigations are undertaken with the assistance of Swimming Queensland and Swimming Australia.
 - g) Ensure this Policy is publicly available at any time, for members and stakeholders.

Related Policies & Resources	
Queensland Government	Blue Cards for working with children

Version History	
Amendment document formally titled NIP Supplementary Information	Adopted by Committee on 20 August 2023.