

2.2 Child Safeguarding Policy

Adopted: 14 August 2025

Approved by: AUTRA Committee

1. Purpose

This policy ensures AUTRA provides a safe environment for children and young people in accordance with the Sport Integrity Australia National Integrity Framework and Victorian law.

2. Scope

Applies to all AUTRA members, athletes, coaches, volunteers, officials, committee members, staff, and contractors in any AUTRA activity or event.

3. Statement of Commitment

AUTRA is committed to safeguarding all children and young people, promoting safety, inclusion, and wellbeing, and taking all reasonable steps to protect them from harm.

4. Definitions

- **Child/Young Person:** Under 18 years old.
- **Child Abuse:** Includes physical, emotional, sexual abuse, neglect, grooming, exploitation.
- **Child-Related Role:** Direct, regular contact with children/young people.

5. Roles & Responsibilities

- **AUTRA Committee:** Implementation and annual review of the policy.
- **All members:** Comply with the policy and report concerns.
- **Coaches, volunteers, staff:** Must have valid WWCC and safeguarding training.
- **Child Safeguarding Officer:** First point of contact for all concerns.

6. Risk Management

AUTRA will assess and manage child safety risks for events, programs, and activities as required by law.

7. Child Safe Practices

- All adult-child interactions (including online) must be appropriate.
- Physical contact is allowed only for necessary safety, medical, or instructional reasons, with consent where possible.
- Children must be supervised at all AUTRA activities.

8. Recruitment, Screening & Training

- Individuals in child-related roles must provide a current WWCC before starting.
- AUTRA will maintain a confidential WWCC register.
- All committee, coaches, and volunteers must complete child safeguarding induction and training.

9. Responding to Concerns

- All reports or suspicions of child abuse/inappropriate conduct must be made immediately to the Child Safeguarding Officer and, if required, authorities and Sport Integrity Australia.
- AUTRA will handle all complaints promptly, impartially, confidentially, per NIF complaints process.

10. Communication

- The policy and child safety contact information will be made public and communicated to all stakeholders.
- Complaint/concern reporting procedures will be visible at events and online.

11. Review

This policy will be reviewed every two (2) years or sooner if required due to changes to AUTRA's governing rules, relevant laws, or integrity frameworks, or upon feedback/incident review.

12. Related Documents

- Sport Integrity Australia National Integrity Framework – Child Safeguarding Policy
- Member Protection Policy
- Working With Children Check Register
- AUTRA Complaints & Reporting Procedures

Compliance Note:

These requirements are mandatory under:

- Sport Integrity Australia National Integrity Framework – Child Safeguarding Policy
- Child Wellbeing and Safety Act 2005 (Vic)
- Working With Children Act 2005 (Vic)

Contact AUTRA's Child Safeguarding Officer at childsafeguardingofficer@autra.asn.au for questions or concerns.

Appendix A – Child Safeguarding Policy Acknowledgement

Declaration

I, _____ [full name], acknowledge that:

1. *I have read and understood the AUTRA Child Safeguarding Policy (Version 1, approved on August 14 2025).*
2. *I agree to comply with the requirements of this Policy at all times while engaged in any AUTRA activity.*
3. *I understand that failure to follow this Policy may result in disciplinary action under AUTRA's Complaints, Disputes & Discipline Policy, and referral to external authorities as appropriate.*

Signature: _____

Date: _____

Role/Position: _____

Appendix B – Child Safeguarding Induction and Training Requirements

Purpose

Outlines the induction and training actions that AUTRA Committee members, coaches, and volunteers must complete before commencing and during engagement in any role involving contact with children or young people.

1. Mandatory Working With Children Check (WWCC)

- Obtain a current Victorian WWCC (or equivalent if interstate) before commencing.
- Provide verification to AUTRA's Child Safeguarding Officer.
- Maintain the currency of WWCC and report any changes.
- WWCC details recorded on AUTRA's secure register.

2. Policy Familiarisation

- Read and understand:
 - AUTRA Child Safeguarding Policy
 - AUTRA Member Protection Policy
 - Relevant NIF policies adopted by AUTRA
- Sign Appendix A declaration confirming understanding and agreement.

3. Induction Session

Attend induction covering:

- AUTRA's child safeguarding responsibilities and reporting pathways.
- Expected behaviour and boundaries with children.
- Risk management in events and training.
- Recognising and responding to signs of harm or abuse.

4. Mandatory Training Modules

Complete before starting:

1. Sport Integrity Australia – Child Safeguarding in Sport eLearning Module (<https://elearning.sportintegrity.gov.au/>)

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2. AUTRA Safeguarding Scenarios & Code of Conduct Workshop
(case studies and practical procedures)

5. Ongoing Requirements

- Participate in annual refresher training.
- Immediately report child safety concerns.
- Maintain professional boundaries at all times.
- Ensure safeguarding training is updated with role changes.

6. Record Keeping

- Completion of training and induction will be recorded.
- Non-compliance may result in suspension or termination per AUTRA's Complaints Policy.