

Child Protection Policy

1.0 Rationale

UQ Sport Ltd (UQSL) is committed to promoting practices and strategies which protect children and youth from harm, abuse and neglect. UQSL has zero tolerance for child abuse and regards its child protection responsibilities with the utmost importance.

At UQSL, we will give equal priority to keeping all children and youth safe regardless of their age, disability, gender, race, religion or belief, sex, or sexual orientation.

UQSL is committed to providing the necessary resources to ensure compliance with all relevant child protection legislation and regulations, and to maintaining a child safe culture.

2.0 Definitions

Child/children/youth – means:

An individual under 18 years.

Harm or abuse – means:

Harm, to a child, is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing.

Harm can be caused by:

- a) physical, psychological or emotional abuse or neglect
- b) sexual abuse or exploitation

Harm can be caused by:

- a) a single act, omission or circumstance
- b) a series or combination of acts, omissions or circumstances

Designated Child Protection Person – means:

A UQSL staff member appointed by the Chief Executive Officer to act as a point of contact for child-related matters and is responsible for the safeguarding of children and youth.

Complaint – means:

An expression of dissatisfaction about UQSL related to one or more of the following:

- its services and its dealings with individuals;
- allegations about the conduct of its staff, volunteers or other individuals engaged by UQSL; or
- another child or young person participating in UQSL programs.

A complaint may either be initiated by a child or young person directly, or initiated by an adult on their behalf and with or without their knowledge.

3.0 Policy Coverage

This policy applies to all staff, contractors, volunteers, and those engaged with UQSL on an unpaid basis.

The coverage of this policy expands to all activities in the organisation which involve, result in or relate to contact with children and youth.

4.0 Policy Statement

UQSL is committed to the protection of all children and youth from all forms of abuse and demonstrates this commitment through the implementation of a comprehensive range of policies, procedures, trainings and guidelines to keep children and youth safe.

The purpose of this policy is to provide the overall framework for child protection within UQSL.

This policy should be read in conjunction with the Child Safe Code of Conduct in the Child & Youth Risk Management Strategy and child protection procedures.

5.0 Principles

The following principles guide the development and regular review of our work systems, practices, policies and procedures to protect children from harm:

- All children have the right to be safe
- The welfare and best interests of the child are paramount
- The views of the child and a child's privacy must be respected
- Clear expectations for appropriate behaviour with children are established in the Child Safe Code of Conduct within the Child & Youth Risk Management Strategy
- The safety of children is dependent upon the existence of a child safe culture
- Procedures are in place to screen all staff, volunteers, and contractors who have direct contact with children
- Child safety and protection is everyone's responsibility
- Child protection training is mandatory for all workers engaged in child-related work
- Procedures for responding to alleged or suspected incidents of child abuse are simple and accessible
- Children from culturally or linguistically diverse backgrounds have the right to special care and support including those who identify as Aboriginal or Torres Strait Islander
- Children who have any kind of disability have the right to special care and support

6.0 Roles, Responsibilities and Accountabilities

Managers are responsible for:

- Ensuring staff, contractors and volunteers have access to and are aware of the Child Safe Code of Conduct in the Child & Youth Risk Management Strategy, and UQSL policies and procedures in relation to child protection
- Receiving and referring child safety concerns or allegations of abuse to the Designated Child Protection Persons(s)
- Ensure confidentiality and privacy of personal information is protected in line with relevant legislation, and UQSL policies and procedures

Staff, Volunteers and Contractors are responsible for:

- Complying with the appropriate behaviour standards expressed in the Child Safe Code of Conduct in the Child & Youth Risk Management Strategy, and UQSL policy and procedures in relation to child protection
- Participating in child protection training
- Reporting any suspicion or reasonable belief that a child’s safety may be at risk to the Designated Child Protection Person(s)

7.0 Complaints and Grievances

UQSL is committed to creating and promoting a culture where all children and young people understand their rights and are empowered to speak up. UQSL uses complaints as an opportunity to support continuous improvement and will use reasonable endeavours to respond to complaints in a just, thorough and timely manner, with regard to principles of natural justice, fair process and respect for the parties involved.

All complaints regarding breach of this policy should be emailed to kids@uqsport.com.au.

Upon receiving a complaint, UQSL will acknowledge the complaint in writing within two (2) working days of receipt. Where necessary, an investigation will be conducted into the issue(s) raised. Should management decide not to proceed with the investigation after initial enquiries, a written notification outlining the reasoning will be provided to the person making the complaint. The person making the complaint and all affected parties will be advised of the outcome within 7 working days of lodging the complaint.

Complaints regarding the behaviour of a UQSL employee will be treated seriously and promptly and managed in accordance with the Misconduct/Serious Misconduct Policy. The management of breaches will be dependent on the severity of the breach. Disciplinary actions that may be taken include:

- Requirement to attend further training
- Increased supervision
- Restriction of duties
- Appointment to an alternate role
- Suspension
- In the case of serious breaches, termination of employment

At any time, an individual may withdraw a complaint, seek assistance or lodge a complaint with an external agency, as appropriate. Where required by legislation, UQSL will notify relevant external agencies and reporting bodies of the matter as necessary.

Confidentiality applies with respect to both information relating to the person making the complaint, and, if relevant to a person against whom a complaint is made. UQSL will use its reasonable endeavours to maintain the confidentiality of information throughout the complaints process.

8.0 Meta Data for Document Management

Web Links	N/A
Approval Authority	CEO
Last Approval Date	16.02.21
Next Review Date	16.02.23
Audience / Users	All staff, contractors and volunteers
Notes	N/A