



Child Safe Standards

CHILD SAFE POLICY

Purpose

This policy was written to demonstrate the strong commitment of the management, staff and volunteers of Train Fitness Professionals to child safety and to provide an outline of the policies and practices we have developed to keep everyone safe from any harm, including abuse.

Commitment to Child Safety

All children who are a part of the Train Fitness Professionals community have a right to feel and be safe.

The welfare of all children that interact with our organisation is of the highest importance at Train Fitness Professionals and we will create and uphold an organization that is inclusive and committed to child safety. Children in our care will always be our first priority and Train Fitness Professionals has a zero tolerance to child abuse.

Scope

This policy applies to all individuals involved in our organisation (paid and volunteer) including, but not limited to:

- administrators;
- trainers;
- members;
- volunteers;
- contractors and subcontractors.

All of the people to which this policy applies have a role and responsibility in relation to child protection. They must all:

- understand the indicators and risks of child abuse;
- appropriately act on any concerns raised by children;
- understand and follow all applicable laws in relation to the protection of children and reporting or management of child safety concerns.

Child Abuse

Child abuse can take a broad range of forms including physical abuse, sexual abuse, emotional or psychological abuse and neglect. People to whom this policy applies need to be aware that child abuse can occur whenever there is actual or potential harm to a child, and these are circumstances that Train Fitness Professionals is committed to reducing the risk of occurrence.



Children's Rights to Safety and Participation

Train Fitness Professionals encourages all children that interact with our organisation to express their views about their safety. We listen to their suggestions, especially on matters that directly affect them. We actively encourage all children to 'have a say' about things that are important to them.

We teach children about what they can do if they feel unsafe. We listen to and act on any concerns children, or their parents, raise with us.

Train Fitness Professionals encourages children to actively participate by:

- ensuring children feel heard and respected;
- providing children and parents with a platform to discuss child safety through this policy;
- encouraging and empowering children and parents to raise any concerns or complaints;
- educating children to ensure they understand their rights and the appropriate behaviour of adults and children;
- teaching children what they can do if they feel unsafe, or unsure if they are safe;
- educating the wider community on discrimination and not tolerating any discriminatory practices.

Valuing Diversity

We value diversity and do not tolerate any discriminatory practices. To achieve this we:

- promote the cultural safety, participation and empowerment of Aboriginal children and their families;
- promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds and their families;
- welcome children with a disability and their families and act to promote their participation;
- seek appropriate staff from diverse cultural backgrounds;
- continue to educate staff, parents and adults about the range of diversity within our community.

Recruiting Staff and Volunteers

Train Fitness Professionals takes the following steps to ensure best practice standards in the recruitment and screening of staff and volunteers:

- interview and conduct referee checks on all staff and volunteers;
- require current and clean Working with Children Checks for staff positions;
- our commitment to Child Safety and our screening requirements are included in all advertisements and as part of the induction process for new staff or volunteers;
- ensure all staff, parents and members have read the code of conduct and understand our commitment to being a child safe organization.



Supporting Staff and Volunteers

Train Fitness Professionals seeks to attract and retain the best staff and volunteers. We provide support and supervision so people feel valued, respected and fairly treated.

Train Fitness Professionals has developed a Code of Conduct to provide guidance to our staff, parents (including carers or legal guardians) and members on expected behaviours when in direct contact with or working around children.

- all employees and parents (including carers or legal guardians) must abide by the Code of Conduct;
- we ask employees to sign a written statement confirming they have read, understood and will comply with the relevant Code of Conduct. We retain a copy of all signed statements.

Reporting a Child Safety Concern or Complaint

- Lisa-Marie Brayshaw - Owner of Train Fitness Professionals
- Megan Jessop - Owner and Director of [Dance Habit](#)

have been appointed as Child Safety Persons with the specific responsibility for responding to any complaints made by staff, volunteers, parents or children. These people can be contacted by Lisa-Marie - 0405 622 270 / lm@trainfp.com.au and Megan - 0406 791 307 / director@dancehabit.com.au. Our complaints process is outlined in Train Fitness Professionals Complaints and Reporting Procedures.

Risk Management

We recognise the importance of a risk management approach to minimising the potential for child abuse or harm to occur and use this to inform our policy, procedures and activity planning. In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children. To reduce the risk of child abuse occurring, adults to whom this policy applies should avoid direct, unsupervised contact with children. For example, this should be a consideration when:

- using change room facilities;
- when at events off site of Train Fitness Professionals locations;
- physical contact when coaching or managing children.

Reviewing this policy

This policy will be reviewed annually and we undertake to seek views, comments and suggestions from children, parents, carers, staff and volunteers involved in the organization.

Dated: 16 September 2017

Endorsed by: Lisa Marie Brayshaw, Owner, Train Fitness Professionals

Next Review: 16 September 2018