



Old Aquinians (Reds)  
Hockey Club Safeguarding  
Children and Young People  
Policy

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## Policy Statement

Old Aquinians Hockey Club (OAHC) is committed to the safety and wellbeing of the children and young people who access the services provided by club. We support the rights of children and young people and will act to ensure a child safe environment is maintained at all times. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.

OAHC acknowledges that our staff, members and volunteers provide an invaluable contribution to safety and positive experiences of the children and young people involved in the sport of hockey.

## Policy Aim

This Child Safety policy summarises OAHC's commitment to providing a safe and harm free environment for children and young people under the age of 18. It outlines the requirements, responsibilities and behavioural expectations of people associated with the when dealing with children and young people in line with legislation in Western Australia and the policies of Hockey Australia and Hockey Western Australia.

## Policy Refers to

This policy refers to everyone who is engaged in child related work or who is involved with children and young people whilst participating in a OAHC provided service, or whilst participating in an event/service whilst representing OAHC, including but not limited to

- Employees of OAHC (permanent and casual)
- Volunteers- including coaches, managers, umpires, committee members
- Club members
- Contractors
- Sub-Contractors
- Indirect Service Providers
- Any other individual involved in the OAHC

## Expected Outcome

OAHC will meet all of its obligations and responsibilities with regard to the legislative requirements for the protection of children and young people in the State of Western Australia and an appropriate safe, child friendly environment will be created and maintained.

This policy has been written in conjunction with the requirements of the [Working with Children \(Criminal Record Checking\) Act 2004](#), the [Working with Children \(Criminal Record Checking\) Amendment Regulations 2023](#), the [Working with Children \(Criminal Record Checking\) Regulations 2005](#) and the [National Integrity Framework: Hockey Australia Safeguarding Children and Young People Policy from Hockey Australia](#).

## Abbreviations

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HA Hockey Australia

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HWA Hockey Western Australia

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OAHC Old Aquinians Hockey Club

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Reds Reds Hockey Club

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WA Western Australia

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WWC Working With Children

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## Definitions

In conjunction with the Hockey Australia Safeguarding Children and Young People Policy

**Adult:** means a person aged 18 years or over

**Child/ Children, Young People/ Person:** A person under the age of 18

**Child Abuse means;**

- (a) **Physical Abuse** is when a person subjects a Child/Young Person to application of physical force, which may cause injury intentionally or inadvertently as a result of physical punishment or the aggressive treatment of a Child/Young Person. Physically abusive behaviour includes, but is not limited to:
  - i. shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking; and
  - ii. harmful training methods or overtraining where there is the potential to result in damage to a Child/Young Person's physical development.
- (b) **Emotional Abuse** occurs when a Child/Young Person does not receive the love, affection, or attention they need for healthy emotional, psychological, and social development or are exposed to violence/abuse against other Children/Young People or Adults. Such abuse may involve
  - i. repeated rejection or threats to a Child/Young Person (either in-person or online);
  - ii. constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule, intentional exclusion, continual coldness, and rejection (either in-person or online);
  - iii. Bullying and Harassment (either in-person or online);
  - iv. threats to physically harm or hurt a Child/Young Person (either in-person or online); and
  - v. harmful training methods or overtraining where there is the potential to result in damage to a Child/Young Person's physical, intellectual, or emotional wellbeing and development.
- (c) **Sexual Abuse** occurs when an Adult, or a person in authority (i.e., older, or younger but more physically or intellectually developed) involves a Child/Young Person in any sexual activity. Perpetrators of sexual abuse take advantage of their power, authority, or position over the Child/Young Person for their own benefit. It can include making sexual comments to a Child/Young Person, kissing, touching a Child/Young Person's genitals or breasts, oral sex, or intercourse with a Child/Young Person.
- (d) **Neglect** is the persistent failure or deliberate failure or denial to meet a Child/Young Person's basic needs. Neglect includes the failure to provide adequate food, clothing, shelter, adequate supervision, clean water, medical attention, or supervision to the extent that the Child/Young Person's health and development is or is likely to be harmed. Types of Neglect include physical, medical, emotional, educational neglect and abandonment.
- (e) **Exposure to Family and Domestic Violence** refers to abusive behaviour in any personal relationship that allows one person to intimidate, or to gain power and control over the other. This is often thought of to occur between married spouses or in other intimate relationships, but actually refers to any family relationship, or persons living in the same home.

**Child Related Work:** Any normal duties of the role that involve or will be likely to involved contact with children.

**Contact:** interaction with a child that includes actual physical contact, oral communication, and electronic communication.

**Contractor:** means any person or organisation engaged to provide services for, or on behalf of, OAHC. This includes agents, advisers, and subcontractors of a Relevant Organisation and employees, officers, volunteers, and agents of a Contractor or subcontractor.

**Volunteer:** means any person engaged by the OAHC in any capacity who is not otherwise an Employee or Contractor, including parents or carers that volunteer, directors, office holders, coaches, officials, administrators and team and support personnel.

## General Information

### Working With Children Check

The OAHC committee will assume responsibility for ensuring a minimum of one person is designated to ensure all people involved in child related work within the OAHC are screened in accordance with legislation in the State of Western Australia.

Anyone fulfilling a role that contains child related work will be required to supply the OAHC with a copy of a current Working with Children (WWC) Check unless they are exempt from applying for a WWC under Western Australian legislation.

Exemptions for WWC's recognised by the OAHC are volunteers under the age of 18 and any parent who has a child under the age of 18 involved in the activities and services provided by the OAHC where by the role the volunteer is conducting has a direct relationship with the child who is the child or young person e.g. the coach or manager of the team the child or young person is a member of.

A register will be kept of all WWC's supplied to the OAHC by the volunteers requiring one. This register will be lodged with the Working with Children Check Western Australia and a copy kept in the OAHC records.

### Recruitment Process

The OAHC will take reasonable steps to ensure the most appropriate people are appointed to fulfil roles that contain child related work.

If a WWC is required and proof of a current WWC cannot be supplied to the OAHC or the validity of the WWC supplied to the club changes, the OAHC will remove the individual from any roles that contain child related work as per Western Australian legislative requirements.

If there is a change in the criminal history of a volunteer at the OAHC who is not required to supply the club with a WWC due to one of the exemptions previously mentioned, the club will remove them from all child related work as per legislative requirements as soon as they are notified of the change.

### Club Responsibilities as noted by WWC Check WA

The OAHC will acknowledge and accept the below responsibilities as dictated by the Working With Children Check Western Australia

- All employees, volunteers, students and self-employed people who engage in child-related work have applied for a WWC Check or hold a current WWC Card
- OAHC will validate WWC Cards of any new employees, volunteers or students who already hold current WWC Cards from other child-related work they engage in;
- All current WWC card holders renew their WWC Card before it expires if they are continuing to engage in child-related work;
- OAHC will keep records to demonstrate compliance
- OAHC will not engage a person in child-related work if we have been made aware that the individual has been convicted of a Class 1 offence committed when an adult;
- OAHC will not engage a person in child-related work if they have been issued with an Interim Negative Notice, Negative Notice or if they have withdrawn their application for a WWC Check;

OAHC will notify the WWC Screening Unit if we reasonably suspect an employee, volunteer or student has been charged with or convicted of an offence which makes it inappropriate for them to engage in child-related work

## Reporting and Responding to Suspected Child Abuse and Neglect

The OAHC will ensure that its employees and volunteers are aware of their responsibilities under Western Australian Legislation to report any disclosed, witnessed or suspected child abuse or neglect.

While employees and volunteer at OAHC are not required under law to mandatorily report child abuse or neglect, if an employee or volunteer at OAHC witnesses or suspects any form of child abuse or neglect or a child makes a disclosure about abuse or neglect it is the position of the OAHC that the employee or volunteer has a moral obligation to report it to the relevant authorities, and the OAHC expects them to do so. Notification can be made to the Western Australian Police or The Department of Communities, contact information below. The incident will also need to be reported to the OAHC committee.

## Transportation

Parents/ guardians are responsible for transporting their children to and from club activities. In the event of employees and volunteers transporting children to and from club activities it must be by the request and approval of the parents. If the child is from any school boarding house it must be done in compliance with the school's policies, protocols and processes including any sign in and sign out requirements and escorting to and from the boarding house. The OAHC discourages employees and volunteers from transporting any non-related children to or from club activities.

## Supervision

Children under the age of 18 must be supervised at all times by a responsible adult when taking part in club activities. As well as the coach of a team a minimum of one parent of a child in that team must also be present at any club activities. It is the team's responsibility to ensure the presence of a parent.

If an OAHC member finds a junior member under the age of 18 unsupervised, they should assume responsibility for the junior member's safety until the parent/guardian or supervisor can be found.

Parents are responsible for collecting their children on time. This is crucial for reasons of courtesy and safety. If it appears a member will be left alone with a child at the end of a club activity, they are encouraged to ask another member of the OAHC or a parent to stay until the child is collected.

## Codes of Conduct

The OAHC has codes of conduct for both their senior and junior members. These codes set out the appropriate and ethical standards of behaviour that are endorsed by the club. These codes stipulate the professional boundaries and acceptable behaviour which ensures the safety of all members of the OAHC. These codes are presented to members during player/member registration and are available on the club website.

## Support for Volunteers

The OAHC will ensure that volunteers and employees who work with children have on-going supervision, support and training such that their performance is developed and enhanced to promote the establishment and maintenance of a child-safe environment. The OAHC will complete this by providing verbal feedback when required and providing its volunteers with access to the child safety policy, the behavioural code of conduct and relevant WA government agency produced fact sheets on safely working with children.

## Images of Children

Images of children can be used inappropriately or illegally. The OAHC requires that members, wherever possible obtain permission from a child's parent/ guardian before taking an image of a child that is not their own.

If the OAHC uses an image of a child it will avoid naming or identifying the child, or it will wherever possible avoid using both the first name and surname. The OAHC will not display personal information such as residential address email address or telephone numbers without gaining consent from the parent/guardian. We will not display information about hobbies, like/dislikes, or school attended.

We will only use appropriate images of a child, relevant to our clubs' activities and we will ensure that the child is suitably clothed in a manner to promote the OAHC whilst recognising the child's privacy and rights. Permission for use of photography will be obtained at time of registration each year.

## Empowering and Promoting the Participation of Children in Decision Making and Service Development

The OAHC will promote the involvement and participation of children and young people in developing and maintaining child-safe environments

## Nominated Contact Person/ Child Safety Officer

The OAHC will nominate one committee member to act as a Child Safety Officer. This person will be registered with the Working With Children Check Western Australia, to be notified if anyone registered to the OAHC has their ability to work with children revoked.

## Important Information

Contact Information for Relevant Authorities

Western Australian Police: Phone 131 444 or 000

The Department of Communities Child Protection and Family Support: Phone 1800 622 258

The Department of Communities Central Intake Team: Phone 1800 273 889

More Information on Reporting of Child abuse or neglect can be found thru the below link

[Mandatory Reporting of Child Sexual Abuse in WA](#)

## Fact Sheets and Other Information

- Factsheet CAT12 Categories of child-related work  
[https://www.wa.gov.au/system/files/2024-08/wwcc\\_factsheet\\_cat12 - categories of child-related work 12 a club association or movement.pdf](https://www.wa.gov.au/system/files/2024-08/wwcc_factsheet_cat12_-_categories_of_child-related_work_12_a_club_association_or_movement.pdf)
- Factsheet CRW03 Exemptions The parent Volunteer Exemption  
[https://www.wa.gov.au/system/files/2024-09/factsheet\\_crw03-exemptions-the\\_parent\\_volunteer\\_exemption.pdf](https://www.wa.gov.au/system/files/2024-09/factsheet_crw03-exemptions-the_parent_volunteer_exemption.pdf)
- Factsheet CRW04 Exemptions Narrowing of Access  
<https://www.wa.gov.au/system/files/2023-06/wwcc-factsheet-crw04-exemptions-narrowing-of-access.pdf>
- Factsheet ORG03 Working with Children Check Sport and Recreation Sector  
[https://www.wa.gov.au/system/files/2023-11/factsheet\\_org03\\_wwcc\\_sport\\_and\\_recreation\\_sector.pdf](https://www.wa.gov.au/system/files/2023-11/factsheet_org03_wwcc_sport_and_recreation_sector.pdf)

- Hockey Australia National Integrity Framework; Hockey Australia Safeguarding Children and Young People Policy  
<https://cdn.revolutionise.com.au/cups/hockeyaus/files/6zcmzd2ocrujzifz.pdf>
- Hockey WA Working with Children Check Frame Work  
<https://cdn.revolutionise.com.au/cups/wahockey/files/owgoyrvmbkc9mi7m.pdf>
- WA Sports Federation Fair Safe Sport (Safe Clubs for Kids) Project  
[https://www.dlgsc.wa.gov.au/docs/default-source/sport-and-recreation/safe-clubs-4-kids-brochure.pdf?sfvrsn=5017a02e\\_1](https://www.dlgsc.wa.gov.au/docs/default-source/sport-and-recreation/safe-clubs-4-kids-brochure.pdf?sfvrsn=5017a02e_1)
- Working With Children (Criminal Record Checking) Act 2004  
[https://www.legislation.wa.gov.au/legislation/prod/filestore.nsf/FileURL/mrdoc\\_5189.pdf/\\$FILE/Working%20with%20Children%20\(Criminal%20Record%20Checking\)%20Act%202004%20-%20%5B00-00-02%5D.pdf?OpenElement](https://www.legislation.wa.gov.au/legislation/prod/filestore.nsf/FileURL/mrdoc_5189.pdf/$FILE/Working%20with%20Children%20(Criminal%20Record%20Checking)%20Act%202004%20-%20%5B00-00-02%5D.pdf?OpenElement)
- Working with Children (Criminal Record Checking) Amendment Regulations 2023  
[https://www.legislation.wa.gov.au/legislation/statutes.nsf/law\\_s54209.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/law_s54209.html)
- Working with Children Screening Regulations 2005  
[https://www.legislation.wa.gov.au/legislation/statutes.nsf/law\\_s37824.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/law_s37824.html)