



SA Barrel Horse Association Inc – Child Safety Policy



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1. Policy Overview

1.1. Purpose

- 1.1.1 SA Barrel Horse Association Incorporated (SABHA) is strongly committed to providing events that are safe, supportive and friendly for children and young people. SABHA is committed to working with all involved in the sport of barrel racing so that children and young people can enjoy our sport and events whilst feeling safe, valued and encouraged to reach their full potential. All children and young people or young people have the right to feel and be safe and protected from all forms of harm or risk of harm to a child or young person
- 1.1.2 SABHA aims to create and maintain an inclusive, Child-safe environment that is understood, endorsed, put into action and adhered to by everyone, as set out in SABHA's Child Safe Commitment Statement.
- 1.1.3 SABHA::
 - a. has a zero-tolerance policy to the harm or risk of harm to children or young people.
 - b. is committed to safeguarding and promoting the welfare of children and young people by providing a safe and inclusive environment and by ensuring that relevant persons are educated and informed on their responsibilities to protect children and young people from harm or the risk of harm.
- 1.1.4 This Policy:
 - a. is part of SABHA's proactive and preventative approach to upholding its commitment to the safety, wellbeing, participation and empowerment of all children and young people attending any SABHA Barrel Racing events.
 - b. outlines prohibited conduct and imposes obligations on persons (committee members) bound by this Policy, to respond to allegations of prohibited and reportable conduct and to implement a commitment to Child safety and Child-safe practices.
 - c. seeks to ensure that persons bound by this Policy are aware of their legal and ethical rights and responsibilities as well as the standards of behaviour expected of them;
 - d. gives effect to the Commonwealth Child Safe Framework, including the National Principles for Child Safe Organisations.

1.2. Scope

- 1.2.1 This Policy applies to and binds the following persons, who for the purpose of this document will be referenced as SABHA attendees as defined below:
 - a. SABHA Committee members,
 - b. SABHA Members & Volunteers,
 - c. All competitors
 - d. Spectators and persons attending SABHA hired sites and events
 - e. SABHA contractors, site users who have agreed to be bound by this Policy; and
 - f. any other individual or organisation who has agreed to be bound by this Policy.
- 1.2.2 SABHA will consider this Policy when developing, designing and managing other policies and programs to ensure they promote Children and young people's rights and include relevant child safety considerations.



2. Child Safe Obligations

2.1.1 Persons bound by this Policy must:

- a. treat all Children and young people with respect and protect them from harm or the risk of harm;
- b. comply with SABHA's Child Safe Practices (appendix 2);
- c. comply with the South Australian Child Protection Legislation; and
- d. if undertaking, managing or supervising Child-related work, familiarise themselves with the mandatory reporting requirements in their relevant jurisdiction and comply with those legislative requirements; and
- e. report any concerns or allegations relating to child safety.

3. Accountability and Responsibilities

3.1.1 Ensuring the safety, welfare and wellbeing of children and young people is a shared responsibility. Key roles and responsibilities within SABHA are outlined below.

Who	Responsibilities
Child Safety Officer (Child Safe Champion)	<ul style="list-style-type: none">• The elected President will fulfill the role of Child Safety Officer (Child Safe Champion) and is responsible for promoting the importance of child safety and how it applies to volunteers, competitors, contractors and site users.• Oversee the implementation and review of the Child Safe Policy.• Oversee the annual SABHA's Child Safe Risk Assessment.• Support, advise and provide expertise to SABHA committee members on child safety issues.• Raise awareness of Child safety with the committee and members volunteering with SABHA.• Promote training for Child safety.• Monitor and assess SABHA's compliance with the Commonwealth Child Safe Framework, including the National Principles for Child Safe Organisations.• Review SABHA's Child Safe Policy, at least every 5 years, and lodge a new child safe environments compliance statement after this policy has been updated.• Annually review the SABHA's Child Safe Risk Assessment.• Periodically review and audit the currency of Working with Children and young people Checks (WWCCs).• Coordinate Child safe training for committee, volunteers and members and monitor compliance.• Manage complaints related to Child safety issues.• Refer as required to law enforcement and Child protection agencies.• Provide referrals for support related to SABHA Child safety issues.• Coordinate preparation of the Annual Statement of Compliance• Be aware of the specific needs of Children and young people connected to SABHA.• Ensure access and awareness of policies and procedures related to Child safety.
Committee	<ul style="list-style-type: none">• Demonstrate commitment to SABHA's Child Safe Policy.• Approve the Child Safe Policy.• Ensure SABHA's annual compliance with the Commonwealth Child Safe Framework.• Lead a Child safe culture for SABHA.• Keep accurate records for any complaints or referrals.• Assist volunteers, members and children and young people within SABHA to make complaints about Child safety if required.• Comply with SABHA Code of Conduct.• Comply with this Policy as applicable• Each Committee member to obtain and provide a copy of a Working With Children Check(WWCC) to the Child Safety Officer (President)• Comply with South Australian Child Protection Legislation



	<ul style="list-style-type: none">• Appropriately report potential risk to child safety including any breaches of this policy.
SABHA financial Members & Volunteers.	<ul style="list-style-type: none">• Comply with SABHA Code of Conduct.• Comply with this Policy as applicable• Complete Child safety training where appropriate.• Comply with South Australian Child Protection Legislation• Appropriately report potential risk to child safety including any breaches of this policy.
SABHA contractors	<ul style="list-style-type: none">• Comply with this Policy and any other Child safety requirements required by SABHA.

4. Risk Assessment and Mitigation

- 4.1.1 SABHA will undertake an Annual Risk Assessment in relation to Child safety activities to identify the level of responsibility for and contact with Children and young people, evaluate the risk of harm or evidence of harm to children or young people, and put in place appropriate strategies to manage identified risks.
- 4.1.2 Further risk assessments will be conducted as directed by the President and/or a change in SABHA programs and operations.
- 4.1.3 SABHA committee members commit to understanding and implementing the Procedure for Handling Harm or Risk of Harm procedure.
- 4.1.4 SABHA committee members must ensure Child safety is considered when developing project and risk plans and managed in accordance with SABHA Risk Framework.
- 4.1.5 SABHA will identify applicable Child safety obligations for contractors, site users and grant recipients to be included in grant and procurement templates and agreements.

5. Recruitment and Screening

- 5.1.1 SABHA is registered with the Department of Human Services (DHS)
- 5.1.2 As per SABHA constitution members are voted on to the committee at an Annual General Meeting (AGM) or Special General Meeting (SGM) by association members. At the conclusion of the AGM/SGM, all new committee members must obtain a Working With Children Check (WWCC), if they do not already hold one, and provide proof of currency as a matter of priority and in any event, within one (1) month of their appointment to the Committee.
- 5.1.3 SABHA will verify the accuracy of the WWCC before allowing committee members to work with children and young people, and for continuing committee members, SABHA will verify they renew their WWCC every 5 years and the status remains as not prohibited. Verification will be done online through the Organisation Portal via the DHS Screening Unit
- 5.1.4 Induction documentation provided to new committee members is to include a copy of the position description which outlines SABHA's commitment to child safety and wellbeing, together with access to this Policy and all other relevant SABHA child safe documentation.
- 5.1.5 SABHA President will advise the Screening Unit when the organisation becomes aware of certain information regarding any person involved with the association, including any serious criminal offence, child protection information, or disciplinary or misconduct information
- 5.1.6 Induction takes into consideration child safeguarding requirements, including mandatory reporting, cultural safety, record keeping, supervision and information sharing
- 5.1.7 Further detail can be found in SABHA *Constitution* and the *South Australian Barrel Horse Association (ABHA) Constitution; and Rules & Regulations*



6. Induction and Training

- 6.1.1 The Child Safety Officer is to ensure that all new SABHA committee members are provided an induction pack with access to all Child Safe Policies and documents and the job description for that specific role as well as a link to the Mandatory Notification Booklet (https://dhs.sa.gov.au/data/assets/pdf_file/0003/103179/CSE-Mandatory-notification-information-booklet.PDF). .
- 6.1.2 Child safety is to be a standing item on all meeting agendas.
- 6.1.3 SABHA will provide committee members with information to assist them to:
 - a. be aware of and remain alert to the risk of Child abuse
 - b. understand the SABHA 's commitment to preventing and responding to Child abuse
 - c. understand how they are expected to behave towards Children and young people
 - d. know how to identify and respond to Child abuse, and
 - e. Understand their responsibility in relation to child safety and identifying and responding to Child abuse.
- 6.1.4 SABHA will provide trauma informed training to assist relevant committee members to improve and enhance Child Safe Practices.

7. Engagement with Children and young people and Families

- 7.1.1 SABHA will ensure that all members are given a copy of relevant documentation via the online membership portal and will ensure an updated copy is always available on the SABHA website.
- 7.1.2 Children and young people and their families are:
 - a. informed about their rights, including their right to safety and the right to be heard
 - b. have access to information via our website to information relevant to them, including how to raise concerns, our approach to Child safety, and our policies and procedures
- 7.1.3 are provided with opportunity via our website to give feedback on our approach to Child safety
- 7.1.4 SABHA will communicate with Children and young people and young people in an age-appropriate way about Child safety.
- 7.1.5 Committee members will follow an induction process for all new members including access to a copy of this policy.
- 7.1.6 SABHA will encourage children and young people to be represented on the committee by encouraging the formation of a Junior member representatives, who will liaise with a nominated committee member, to ensure junior member concerns are heard and addressed.



8.1 Responding to harm or risk of harm to a child or young person

Overview

- 8.1.1 SABHA promotes and provides an environment in which all people including children and young people are encouraged to speak up when they are uncomfortable or concerned about child safety. Persons bound by this Policy must:
- identify, report and respond to any allegation, disclosure or concern regarding Child abuse or Neglect towards Children and young people in accordance with the *Child Safe Procedure – Complaint Handling and Responding to Child Abuse Allegations and Reporting*; and
 - meet any legislated mandatory or other jurisdictional or industry reporting requirements.
- 8.1.2 SABHA will ensure that members and competitors are notified who within the association are mandated notifiers via the website as all mandated notifiers have a legal obligation to report reasonable belief that a child or young person has been harmed or is at risk of harm
- 8.1.3 Reports regarding the reasonable belief that a child or young person is, or may be, at risk of harm are to be made to the Child Abuse Report Line (CARL) on 13 14 78 or if at immediate risk, report to South Australia Police (SAPOL) on 000. In cases involving Aboriginal children and young people, support is provided by Yaitya Tirramangkotti - an Aboriginal team, via the CARL number
- 8.1.4 SABHA committee understands that the individual who identifies the harm or risk of harm is the person who makes the report to CARL/SAPOL and this is not to be reported internally for another committee member to determine if it is a reportable matter or not
- 8.1.5 SABHA understands that committee members have a legal obligation to report child sexual abuse to the police and to protect a child from sexual abuse. Failure to meet these obligations may be considered a criminal offence

8.2 Responding to a disclosure

- 8.2.1 Any person bound by this Policy may receive a direct or third-party disclosure relating to Child safety.

The table below is a summary of how to respond to a disclosure with more information available in *Child Safe Procedure - Complaint Handling and Responding to Child Abuse Allegations and Reporting*:

DO	DO NOT
listen carefully	express anger about the alleged abuser – they may be an adult the Child loves
control your verbal and facial expressions	confront the alleged abuser
tell them you believe them	pressure the Child for information or quiz/question them for details beyond what they freely want to say.
reassure them that they have done the right thing by telling you	make promises you cannot keep – such as promising you will not tell anyone
acknowledge it is hard to talk sometimes	
reassure them that they are not to blame	
tell them what you will do next – let them know you want to protect them and will need to tell someone else who will be able to help	
if you cannot answer a question they have, tell them you don't know but will talk with the right people to get them help	
let them know you are there for them and they can trust you	
make written notes about what they told you and contact child protection agency	



8.3 Complaints and concerns

Managing complaints

- 8.3.1 SABHA is committed to treating complaints or crimes pertaining to harm or risk of harm to children or young people seriously and aims to address all complaints quickly and appropriately.
- 8.3.2 SABHA is committed to protecting the rights of the complainant and treating all parties with respect.
- 8.3.3 SABHA will be flexible when dealing with complaints or concerns from children and young people and their families, including providing communication support or making reasonable adjustments to the complaints process to ensure that any barriers are removed.
- 8.3.4 SABHA will manage complaints as outlined in *SABHA Complaints Policy* specifically addressing the role of children and young people in the complaints or concerns management process.
- 8.3.5 Complaints may be child-initiated or adult-initiated and SABHA encourages people to raise concerns to address the needs and safety of children and young people.
- 8.3.6 Complaints and concerns may be raised informally or formally. Informal concerns may be raised to a SABHA committee member at the time of the concern being identified. Formal complaints must be lodged in writing to SABHA by letter email or using the SABHA website contact form.
- 8.3.7 Providing opportunities for complaints and feedback ensures that children, young people and their parents/guardians feel valued and respected and enables SABHA to improve committee consultation. Children, young people and their families are informed via our website that they can provide feedback via our website, private message or email.
- 8.3.8 Compliments, complaints or feedback should be directed to the President or Secretary, either in person, by telephone (as per website), via email at sabarrelhorseassociation@gmail.com or via Facebook messenger requesting contact in person.
- 8.3.9 The committee will manage all complaints and feedback received from children, young people or their families promptly, sensitively and fairly and will:
- listen to the complaint/feedback
 - respond to the complainant with an outcome in a timely manner
 - clearly document and securely store decisions and actions taken in response to complaints and feedback
 - make sure that procedural fairness is followed at all times.
- 8.3.10 Where SABHA's response about a complaint is not considered sufficient or appropriate, further advice/support can be obtained through the following agencies:
- Australian Barrel Horse Association www.abha.com.au/contact
 -
 - South Australian Equal Opportunities Commission (for complaints relating to discrimination)
Online: www.eoc.sa.gov.au Tel: 08 8207 1977

Historical complaints

- 8.3.11 SABHA is committed to responding to current and historical Child abuse allegations. SABHA will cooperate with external investigations regarding current and historic complaints.
- 8.3.12 Any allegation received - no matter the timeline - will be assessed and responded to as outlined in *SABHA Procedure for Handling Harm or Risk of Harm* specifically addressing the role of Children and young people in the complaints and concerns management process, especially if they relate to an allegation of child harm or risk of harm. If a complaint raises concern about the actions of someone who is no longer a part of SABHA may still require reporting to police if it involves possible criminal conduct, and reporting to the child protection authority if there is a possibility that the individual may have contact with other children and young people.
- 8.3.13 A complaint may involve other parties who are not directly involved in the complaint but have an



interest or concern through SABHA where the complaint has arisen. This includes current committee members, volunteers, parents or carers of other children and young people receiving services from the association and, in the case of complaints involving historical allegations, former service receivers such as former members, committee members or children and young people in care.

Record keeping and information sharing

8.3.14 SABHA will comply with SABHA's Information and Records Management Policy in regards to record keeping and information sharing.

9. SABHA contracts

9.1 Commonwealth Child Safe Framework

9.1.1 The Commonwealth Child Safe Framework requires agencies, including SABHA, to include child safety requirements for organisations that receive Commonwealth funding for activities that involve children and young people, including grants and procurement.

9.2 Child safety requirements in SABHA agreements

9.2.1 SABHA will include in applicable agreements obligations on the contractor or grant recipient related to child safety requirements.

9.2.2 Applicable agreements will include those where the contractor or grant recipient is to provide services directly to children and young people, or for activities that will or may involve contact with children and young people that are a usual part of, and more than incidental to, the services. If the services involve children and young people more broadly, the inclusion of child safety requirements is still advised.

9.2.3 The Department of Finance has model child safe clauses that comply with the requirements of the Commonwealth Child Safe Framework:
<https://www.finance.gov.au/government/procurement/clubbank/child-safety>

10. Procedures and Related Policies

10.1 Child Safe Procedures

- a. SABHA Child Safe Annual Risk Assessment
- b. SABHA Procedure – Handling Allegations of Harm or Risk of Harm

10.2 Related SABHA policies and guidelines

- a. Code of Conduct
- b. Photography & Videography Policy
- c. Member Protection Policy
- d. Anti-Bullying, Discrimination and Harassment Policy
- e. Complaints Policy
- f. Information & Records Management Policy
- g. Social Media Policy



11. Definitions

Term	Definition
South Australian Child Protection Legislation	means all state (South Australian) child protection legislation – refer Appendix 3
Bullying	means a person or group of people repeatedly and intentionally using words or actions, or the inappropriate use of power, against someone or a group of people to cause distress and risk to their wellbeing.
Child	means a person under the age of 18 years.
Child Safe Commitment	means SABHA's commitment to Child safety as set out in Appendix 1.
Child Safe Practices	means the Child safety requirements and practice adopted and implemented by SABHA to help ensure the safety of Children and young people, as set out in Appendix 2.
Commonwealth Child Safe Framework	the South Australian government policy that sets minimum standards for creating and embedding a Child safe culture in Commonwealth entities.
contractors	includes individuals or organisations engaged by SABHA by contract and their employees and subcontractors.
employees	<p>includes all ongoing, fixed term and casual employees engaged under the <i>South Australian Sports Commission Act 1989</i>.</p> <p>The term also refers to any persons working in SABHA on secondment from other Commonwealth government entities, and SABHA employees on secondment to other organisations.</p>
Grooming	describes what happens when a perpetrator or potential perpetrator of Child abuse builds a relationship with a Child with a view to abusing them in the future. There is no set pattern in relation to the grooming of Children and young people. For some perpetrators, there will be a lengthy period of time before the abuse begins - the Child may be given special attention, and what starts as an apparently normal display of affection, such as cuddling, can develop into sexual touching or masturbation and then into more serious sexual behaviour. Other perpetrators may draw a Child in and abuse them relatively quickly. Some abusers do not groom Children and young people but abuse them without forming a relationship at all. Grooming can take place in any setting where a relationship is formed, such as sport, leisure, music, religious activities, on social media or by other technological means.
Harassment	means any type of behaviour (including one-off incidents) towards a person that they do not want and that is offensive, abusive, belittling or threatening and that is reasonably likely to cause harm to the person who is subject to the harassment.
Harm or Risk of Harm	<p>(1) a reference to harm will be taken to be a reference to physical harm or psychological harm (whether caused by an act or omission) and, includes such harm caused by sexual, physical, mental or emotional abuse or neglect.</p> <p>Physical harm occurs when a person subjects a Child to non- accidental physically aggressive acts, which may cause injury intentionally or inadvertently</p>



as a result of physical punishment or the aggressive treatment of a Child. Physically abusive behaviour includes:

- shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking; and

harmful training methods or overtraining where there is the potential to result in significant damage to a Child's physical development.

Emotional or Psychological harm **psychological harm** does not include emotional reactions such as distress, grief, fear or anger that are a response to the ordinary vicissitudes of life.

Psychological harm occurs when a Child does not receive the love, affection or attention they need for healthy emotional, psychological and social development. Such harm may involve:

- repeated rejection or threats to a Child;
- constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule and rejection;
- Bullying or Harassment;
- continual coldness; and
- harmful training methods or overtraining where there is the potential to result in significant damage to a Child's physical, intellectual or emotional wellbeing and development.

Sexual harm occurs when an adult or person in authority (i.e. older, or younger but more physically or intellectually developed) involves a Child in any sexual activity. Perpetrators of sexual abuse take advantage of their power, authority or position over the Child for their own benefit. It can include making sexual comments to a Child, kissing, touching a Child's genitals or breasts, oral sex or intercourse with a Child. Encouraging a Child to view pornographic videos, websites or images, or engaging a Child to participate in sexual conversations over social media or otherwise is also considered Sexual abuse.

Sexual exploitation is a form of Sexual abuse and occurs when a Child is forced into or involved in sexual activities that are then unlawfully recorded in some way, or recorded without the consent of one or more parties, or used to produce pornography. Such pornography can be in the form of photographs or videos, whether published or circulated on the internet or social media.

National Principles for Child Safe Organisations	means the National Principles for Child Safe Organisations approved by the Council of South Australian Governments in 2019, as set out in Appendix 3.
Neglect	is the persistent failure or deliberate failure or denial to meet a Child's basic needs Child Neglect includes the failure to provide adequate food, clothing, shelter, adequate supervision, clean water, medical attention or supervision to the extent that the Child's health and development is or is likely to be harmed. Types of neglect include physical, medical, emotional and educational neglect and abandonment.
Risk management	Identifying the potential for an incident or potential harm to occur and taking steps to reduce the likelihood of its occurrence.
site user	person accessing or utilising an SABHA site, facility or service.



Trauma

can be the result of a singular event or a series of incidents and experiences and can impair normal functioning, reactions, decision making, behaviours and relationships.

SABHA recognises that trauma can manifest itself in a variety of ways and at different points in time dependent on the individual and the incident.



Appendix 1

SABHA Child Safe Commitment Statement

SA Barrel Horse Association Incorporated (SABHA) is strongly committed to providing Barrel Racing events that are safe, supportive and friendly for children.

We are committed to working with all involved in Barrel Racing so that children can enjoy the sport and feel safe, valued and encouraged.

Child safety must be embedded in every Australian sporting organisation's culture, reflected in their policies and procedures, and understood and practiced at all levels of the sport. This includes within SABHA's own organisation where children come to participate and watch Barrel Racing.

SABHA takes seriously its responsibility to provide an environment that is caring, encouraging and safe for children.

We are committed to keeping children safe

- Through our Child Safe Policy, we document our clear commitment to keeping children safe from harm.
- We communicate our commitment to all stakeholders and provide them access to this commitment statement.

We promote equity and respect diversity

- We give all children access to information, support and complaints processes.
- We consider the needs of all children, including Aboriginal and Torres Strait Islander children, children with a disability, LGBTIQ children and children from culturally and linguistically diverse backgrounds.

Our Committee, contractors and site users know the behaviour we require

- We ensure that each person involved within our sport and its committee understands their role and the behaviour we require in relation to keeping children safe from harm and risk of harm through application of our Child Safe Policy.
- We have Child Safe Practices that outline our expectations for behaviour towards children.

We minimise the likelihood of recruiting a person who is unsuitable

- We have appropriate measures in place to minimise the likelihood of persons who are unsuitable to work with children are not voted onto the committee.
- We will meet the requirements of the relevant South Australian Child Protection Legislation.

Induction and training is part of our commitment

- We provide all new committee members and financial members of the organisation with information about our commitment to Child Safety including our Child Safe Policy, Child Safe Practices and Procedures for Handling Harm or Risk of Harm.
- We encourage ongoing education and training for our volunteers to ensure child safe information is provided and updated as required.
- All new SABHA committee members are provided an induction pack with access to all Child Safe Policies and documents and the job description for that specific role as well as a link to the Mandatory Notification Booklet (https://dhs.sa.gov.au/_data/assets/pdf_file/0003/103179/CSE-Mandatory-notification-information-booklet.PDF).
- all new committee members must obtain a Working With Children Check (WWCC), if they do not already hold one, and provide proof of currency as a matter of priority and in any event, within one (1) month of their appointment to the Committee



We encourage the involvement of children and their families

- We involve and communicate with children and their families in developing a safe, inclusive and supportive environment. We promote child and youth safety via our website and social media platforms and ensure documentation is accessible to members via our website.
- We provide information to children and their families about:
 - our commitment to keeping children safe and communicating their rights.
 - the behaviour we expect of our volunteers and themselves.
 - our policy about responding to child abuse.
- We seek their feedback and have a process for responding.
- We have processes for encouraging two-way communication with children and families by providing information via our website and having documentation available at competitions for all attendants.
- We respect diversity and seek to facilitate effective communication and involvement.

Our Committee and contractors understand their responsibility for reporting harm or risk of harm to a child or young person

- Our Child Safe Policy requires employees and contractors to:
 - report any allegation, disclosure or concern regarding child or youth harm or risk of harm to a committee member as soon as possible.
 - meet any legislated mandatory or other jurisdictional or industry reporting requirements.
- We document any allegation, disclosure or concern regarding harm or risk of harm to a child or young person and monitor responses to all allegations, disclosures or concerns.

We maintain and improve our policies and practices

- We are committed to maintaining and improving our policies, procedures and practices to keep children or young person's safe from harm or risk of harm.
 - We have assigned responsibility for maintaining and improving our policies and procedures to our association President and Secretary.
 - We monitor our committee volunteers to ensure appropriate practice, behaviour and policies are followed.
 - We require our committee members to disclose investigations, convictions or charges affecting their suitability to work with children and we review Working with Children Checks periodically.
 - We have formally reviewed our service delivery to identify and document potential risks to Children.
- We undertake an annual risk assessment to identify and document potential risks to Children associated with our service delivery.



Appendix 2

Child Safe Practices

SA Barrel Horse Association Incorporated (SABHA) is committed to safeguarding children. SABHA's Child Safe Practices have been developed to identify and prevent behaviour that may be harmful to children. Refer to SABHA and ABHA rules and regulations for further information.

Sexual Misconduct

- a. Persons bound by the Policy must not engage in or allow any form of sexual behaviour between, with, or in the presence of, children.
- b. 'Sexual behaviour' is to be interpreted widely, to encompass the entire range of actions that would reasonably be considered to be sexual in nature, including but not limited to:
 - i. 'Contact behaviour', such as sexual intercourse, kissing, fondling or sexual penetration; and
 - ii. 'Non-contact behaviour', such as flirting, sexual innuendo, inappropriate text messaging, inappropriate photography or exposure to pornography or nudity.

Professional boundaries

- a. SABHA committee members must act within the scope of their role:
 - i. provide any form of support to a child or their family unrelated to the scope of their role (e.g. financial assistance, babysitting);
 - ii. exhibit any type of favouritism towards a child;
 - iii. transport children unless specifically approved;
 - iv. give gifts/presents to children other than the provision of official awards;
 - v. engage in open discussions of a mature or adult nature in the presence of children;
 - vi. use inappropriate language, in the presence of children (e.g. swearing, sexually explicit language);
 - vii. discriminate against any child, including on the basis of gender identity, culture, race, or disability; or
 - viii. have one on one contact with a child outside of authorised activities (includes in-person as well as by phone or online);
- b. If a SABHA Committee member becomes aware of a situation in which a child requires assistance that is beyond their role or in the case of emergency, they must undertake any or all of the following at the earliest opportunity:
 - i. refer the matter to an appropriate agency
 - ii. refer the child to an appropriate agency
 - iii. contact the child's parent or guardian
- iv. seek advice from the Child Safety Officer Child Safe Champion).



Use of language and tone of voice

SABHA committee members and site users should ensure that their language and tone of voice used in the presence of children:

- a. provides clear direction, boost their confidence, encourage or affirm them;
- b. not be harmful to children. In this respect, avoid language that is:
 - i. discriminatory, racist or sexist;
 - ii. derogatory, belittling or negative, for example, by calling a child a 'loser' or telling them they are 'too fat';
 - iii. intended to threaten or frighten; or
 - iv. profane or sexual.

Positive guidance

- a. SABHA will make children accessing our sites, services and programs aware of the acceptable limits of their behaviour so we can provide a positive experience for all participants.
- b. SABHA Committee Members should:
 - i. use appropriate techniques and behaviour management strategies to ensure an effective and positive environment and the safety and wellbeing of children and other participants
 - ii. use strategies that are fair, respectful and appropriate to the developmental stage of children involved; and
 - iii. provide children with clear directions and give an opportunity to redirect any misbehaviour in a positive manner.
- c. Employees and contractors must not take disciplinary action against children involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating.

Supervision

- a. SABHA requires that children participating or attending SABHA events or using SABHA hired facilities be supervised at all times by their parents/guardians/carers.
- b. One-to-one situations with children should be avoided and another committee member should be contacted or the child's parent/guardian/carer immediately.

Photographing and filming of Children

- a. All competitors and observers must follow SABHA and ABHA rules and regulations pertaining to videography and photography at an event.

Physical contact with Children

- a. Committee members must ensure that any physical contact with children is appropriate to the delivery of SABHA events are based on the needs of the child such as assisting with the use of equipment, helping with a horse and/or administering first aid.
- b. Employees and contractors must not have contact with Children that:
 - i. involves touching of genitals, buttocks or the breast area other than as part of delivering medical or allied health services
 - ii. would appear to a reasonable observer to have a sexual connotation
 - iii. is intended to cause pain or distress to the child (e.g., corporal punishment)
 - iv. is overly physical (e.g., wrestling, horseplay, tickling or other roughhousing)



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- v. is unnecessary (e.g., assisting with toileting when a child does not require assistance)
 - vi. is initiated against the wishes of the child except if such contact may be necessary to prevent injury to the child or to others, in which case:
 - physical restraint should be a last resort;
 - the level of force used must be appropriate to the specific circumstances, and aimed solely at restraining the child to prevent harm to themselves or others; and
 - the incident must be reported to SABHA management as soon as possible.
 - c. Volunteers, competitors and financial SABHA members must report to the SABHA committee any physical contact initiated by a child that is sexual and/or inappropriate, for example, acts of physical aggression, as soon as possible.

Use of, possession or supply of alcohol or drugs

- a. Must follow ABHA and SABHA rules and regulations pertaining to possession or consumption of alcohol. SABHA has a zero drug tolerance. No persons on site are to:
 - i. supply alcohol or drugs (including tobacco or vapes) to children
 - ii. supply medicines or deliver medication to a child. It is the responsibility of the child's parent/guardian/caregiver to administer any medicines.

Transporting Children

- a. Committee members must not transport children without prior written approval from their parent/carer/guardian. Seeking approval requires providing information about the proposed journey, including the:
 - i. form of transport to be used
 - ii. reason for the journey
 - iii. route to be followed, including any stops or side trip; and
 - iv. details of anyone who will be present during the journey.
- b. In the event of an emergency:
 - i. If the parent/guardian/caregiver is unable to transport the child they must accompany the child with the committee member.
 - ii. If their parent/guardian/caregiver is unable to accompany the child, then the appropriate emergency service must be called.



Appendix 3 - Relevant legislation and standards

State legislation and policy

Working with children and young people / vulnerable people requirements by jurisdiction

Jurisdiction	WWCC/WWVP legislation	WWCC/WWVP mandatory reporting requirements
South Australia	<i>Children and young people and Young People (Safety) Act 2017 (or any legislation replacing this Act)</i>	Working with Children and young people Check requirements: Working with child check Mandatory reporting requirements: Children and young people and Young People (Safety) Act 2017 (SA) (or any legislation replacing this Act) Child Safety (Prohibited Persons) Act 2016 (SA)



National Principles for Child Safe Organisation

National Principles for Child Safe Organisations ¹	
1	Child safety and wellbeing is embedded in organisational leadership, governance and culture.
2	Children and young people and young people are informed about their rights, participate in decisions affecting them, and are taken seriously.
3	Families and communities are informed and involved in promoting child safety and wellbeing.
4	Equity is upheld and diverse needs respected in policy and practice.
5	People working with children and young people and young people are suitable and supported to reflect child safety and wellbeing values in practice.
6	Processes for complaints and concerns are child focused.
7	Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people and young people safe through ongoing education and training.
8	Physical and online environments promote safety and wellbeing, while minimising the opportunity for children and young people and young people to be harmed.
9	Implementation of the National Child Safe Principles is regularly reviewed and improved.
10	Policies and procedures document how the organisation is safe for children and young people and young people.

¹ [National Principles | Child Safe Organisations \(humanrights.gov.au\)](https://www.humanrights.gov.au/national-principles-child-safe-organisations)



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