McLaren Flat Recreation Ground Inc
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MEMBER AND PATRON PROTECTION AND CHILD SAFE ENVIRONMENT POLICY

Policy Number: 1	Approved by Committee:	12/08/2026
Version: 2	Scheduled review date:	01/08/2031
Related Documents: Constitution Regulations MFRG Navigating Conflict Policy 9 Volunteering Policy 3		

INTRODUCTION

This policy is for the protection and support of members and patrons at the McLaren Flat Recreation Ground from potential bullying, discrimination and child abuse.

McLaren Flat Recreation Ground Inc complies with the Children and Young People (Safety) Act 2017, the Child Safety (Prohibited Persons) Act 2016 and aligns with the National Principles for Child Safe Organisations.

We value and respect children and young people and welcome them regardless of their abilities, sex, gender, or socioeconomic or cultural background. Bullying and discrimination will not be tolerated.

Affiliates will provide their own Child Safe Environment Policy, where required under the Children and Young People (Safety) Act 2017, complying with that Act and the Child Safety (Prohibited Persons) Act 2016 and aligning with the National Principles for Child Safe Organisations.

PURPOSE

The main objective of the Member Protection and Child Safe Environment Policy ("policy") is to maintain responsible behaviour and direct the making of informed decisions by members and other participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from discrimination and abuse.

The policy informs everyone involved in our club of their legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It also addresses the care and protection of children participating in our club's activities.

SCOPE

This policy applies to everyone involved in the activities of the organisation whether they are in a paid or unpaid/voluntary capacity and including:

- Committee members, administrators and other officials;
- Voluntary personnel and others;
- Members, including any life members;
- Parents; and
- Spectators or visitors.

The policy covers all matters directly and indirectly related to the McLaren Flat Recreation Ground and its activities so far as it has reasonable control.

This policy and related documents are available on our website and on display in the Community Club and as part of the Induction following recruitment.

In particular, the policy governs unfair actions, and conduct that occurs in the facilities and grounds, and at social events organised or sanctioned by the McLaren Flat Recreation Ground Inc. It also covers private behaviour where that behaviour brings the organisation into disrepute or there is suspicion of harm towards a child or young person.

DUTIES

McLaren Flat Recreation Ground will:

- Adopt, implement and comply with this policy;
- Ensure that this policy is enforceable;
- Publish, distribute and promote this policy and where appropriate, the consequences of any breaches of this policy;
- Promote and model appropriate standards of behaviour at all times;
- Deal with any complaints made under this policy in an appropriate manner;
- Deal with any breaches of this policy in an appropriate manner;
- Recognise and enforce any penalty imposed under this policy;
- Ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies;

Each person associated with the organisation will:

- Make themselves aware of the contents of this policy;
- Comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- Consent to the screening requirements set out in this policy, and any state or territory Working with Children checks if the person holds or applies for a role that involves regular unsupervised contact with a child or young person under the age of 18, or where otherwise required by law;
- Treat other people with respect;
- Always place the safety and welfare of children above other considerations;
- Be responsible and accountable for their behaviour; and
- Follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour;
- Comply with any decisions and/or disciplinary measures imposed under this policy.

PROTECTION OF CHILDREN

Child Protection

McLaren Flat Recreation Ground is committed to the safety and wellbeing of children and young people who participate in activities located on our grounds or use our services. We support the rights of the child and will act at all times to ensure that a child safe environment is maintained. We also support the rights and wellbeing of our volunteers and encourage their active participation in building and maintaining a secure and safe environment for all participants.

McLaren Flat Recreation Ground acknowledges the valuable contribution made by our members and volunteers and we encourage their active participation in providing a safe, fair and inclusive environment for all participants.

Identifying and Analysing Risks of Harm

McLaren Flat Recreation Ground will continually monitor its activities to identify and assess risks of harm, and implement a risk management strategy to manage any assessed risks. Monitoring will include a review of any existing child protection practices, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the action of an employee, volunteer or another person.

Code Of Conduct

McLaren flat Recreation Ground are responsible for promoting and protecting the safety and wellbeing of children and young people.

Each person associated with McLaren Flat Recreation Ground must:

- abide by our Member Protection and Child Safe Environment Policy at all times and take all reasonable steps to ensure the safety and protection of children and young people
- treat everyone including those of different race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes and religious beliefs with respect and honesty and ensure equity is upheld
- uphold the rights of the child and always prioritise their needs
- make sure the needs of all children remain the paramount focus of any decision making
- be a positive role model to children and young people in all conduct with them
- set clear boundaries and maintain appropriate behaviours with children and young people – boundaries help everyone to understand their roles
- listen and respond appropriately to the views and concerns of children and young people
- be alert to bullying behaviours and respond promptly and appropriately
- ensure another adult is always present or in sight when conducting one to one activity
- take all reasonable steps to protect children and young people from abuse and harm
- be alert to children and young people who have been harmed, or may be at risk of harm and reporting this quickly to the Child Abuse Report Line (13 14 78)
- respond quickly, fairly and transparently to any complaints made by a child, young person or their parent/guardian
- encourage children and young people to ‘have a say’ on issues that are important to them
- include a child’s parent or carer in any direct online communication or correspondence with a child or young person
- raise concerns with the McLaren Flat Recreation Ground Committee if risks to child safety are identified
- make sure breaches of the Member Protection and Child Safe Code of Conduct and any instances of concerning behaviour from adults are reported immediately.

Each person associated with McLaren Flat Recreation Ground must not:

- condone or participate in unsafe, harmful or abusive behaviour towards children, including psychological, physical and sexual abuse, grooming, misconduct or lack of appropriate care

- ignore or disregard any concerns, suspicions or disclosures of child abuse
- exaggerate or trivialise child abuse issues
- use hurtful, discriminatory or offensive behaviour or language with children
- use racial, cultural, homophobic or sexist slurs
- be intimidating such as yelling, finger pointing, moving into a child's personal space
- be verbally abusive to a child, or create a climate of fear
- engage in unwarranted and inappropriate touching involving a child
- encourage a child to communicate in a private setting, including online or on social media
- engage in rough physical games
- develop any 'special' relationships with children and young people that could be seen as favouritism such as the offering of gifts or special treatment
- do things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes
- discriminate against any child or young person because of age, gender, cultural background, religion, vulnerability or sexuality.

Breaches or suspected breaches of the Code of Conduct will be reported as soon as practicable to management either in person, or via email at Chair@mclarenflatrecreationground.com.au and secretary@mclarenflatrecreationground.com.au. Breaches or suspected breaches of the Code of Conduct will be taken seriously and dealt with quickly, fairly and transparently.

Any person associated with McLaren Flat Recreation Ground who breaches the Code of Conduct will face disciplinary action and depending on severity of the breach, the person associated with McLaren Flat Recreation Ground may have their membership, role or employment terminated.

Engaging Volunteers

McLaren Flat Recreation Ground will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people in positions that involve regular unsupervised contact with children. This may be achieved using a range of screening measures or role specification. Such measures will aim to minimise the likelihood of engaging (or retaining) people for the purpose of working closely with children who are unsuitable to work with children.

McLaren Flat Recreation Ground will ensure that "Working with Children" checks and criminal history assessments are conducted for volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of the screening process, the *McLaren Flat Recreation Ground* will ensure that the criminal history information is dealt with confidentially and in accordance with relevant legal requirements.

Support, Train, Supervise and Enhance Performance

McLaren Flat Recreation Ground will ensure that all our employees and volunteers who work with children have ongoing supervision; support and if necessary, training. Our goal is to ensure their skills and performance is sufficient to maintain a child-safe environment in our organisation's activities.

Empowerment and Participation of Children in Decision-Making and Service Development

Should McLaren Flat Recreation Ground become responsible for undertaking child-related services, it will promote the involvement and participation of children and young people in developing and maintaining a child-safe environment in our club.

Report and Respond Appropriately to Suspected Abuse and Neglect

McLaren Flat Recreation Ground aim to ensure that children and young people are safe from harm and risk of harm. Section 17 of the Safety Act defines 'harm' to mean physical or psychological harm (whether caused by an act or omission), including harm caused by sexual, physical, mental or emotional abuse or neglect.

McLaren Flat Recreation Ground will ensure that employees and volunteers are able to identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable ground that a child has been, or is being, abused or neglected.

In addition to any legal obligations, if any person believes that another person or organisation bound by this policy is acting inappropriately towards a child or is in breach of this policy they may make an internal complaint.

Employee, volunteers and members have a legal obligation to report direct to the Child Abuse Report Line (CARL) on 13 14 78 as soon as practicable if they have a suspicion that a child or young person has been harmed or may be at risk of harm. If the child or young person is at immediate risk, report to South Australia Police (SAPOL) on 000. Failure to meet these obligations may be considered a criminal offence.

Following a report being made to CARL or SAPOL workers must make an internal report to management. We will be guided by the Department for Child Protection and/or SAPOL after a report has been made as to whether we can conduct an internal investigation.

If a person associated with McLaren Flat Recreation Ground is reported to CARL or SAPOL for causing harm or risk of harm to a child or young person, they will be removed from any role that involves working with any child or young person until authorities have concluded their investigation.

Following a report to CARL or SAPOL we will support the child or young person by:

- referring the child, young person or their family to other appropriate services
- continuing to provide a service to the child, young person and their family and monitor their circumstances.

We will document all information received regarding the report and store this securely in a separate file.

Supervision

Children under the age of 18 must be supervised at all times by the child's parent/guardian. If a member finds a child under the age of 18 is unsupervised, they should assume responsibility for the child's safety and as soon as practicable ensure another member or patron is also present until the child's parent/guardian or supervisor is located.

For reasons of courtesy and safety, parents and caregivers must supervise their children at all times. If it appears a member of the association will be left alone with just one child at the end of any club activity, they will ask another member to stay until the child is reunited with their parent/guardian.

Transportation

McLaren Flat Recreation Ground will not be responsible for organising the transportation of children.

Taking Images of Children

Images of children can be used inappropriately or illegally. We require that members, wherever possible, obtain permission from a child's parent or guardian before taking an image of a child that is not their own. We will also make sure that the parent or guardian understands how the image will be used.

Camera phones, videos and cameras are not to be used inside changing areas, showers and toilets which we control or are used in connection with our club.

When using a photo of a child, we will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the child's parent or guardian. We will not provide information about a child's hobbies, interests, school or the like, as this can be used by paedophiles or other persons to "groom" a child.

We will only use images of children that are relevant to our organisation's activities and we will ensure that they are suitably clothed in a manner that promotes our club. We will seek permission from a child's parent or guardian before using their images.

INCLUSIVE PRACTICES

Our club is welcoming and we will seek to include members from all areas of our community. The following is our commitment to inclusive practices.

People with a disability

The organisation will not discriminate against any person because they have a disability. Where it is necessary, we will make reasonable adjustments (e.g. modifications to equipment and rules) to enable participation.

People from diverse cultures

We will support, respect and encourage people from diverse cultures and religions to participate in our club and where possible we will accommodate requests for flexibility (e.g. modifications to uniforms).

Sexual & Gender Identity

All people, regardless of their sexuality or gender identity, are welcome at our club. We strive to provide a safe environment for participation and will not tolerate any form of discrimination or harassment because of a person's sexuality or gender identity.

Pregnancy

McLaren Flat Recreation Ground is committed to treating pregnant women fairly and to removing any unreasonable barriers to their full participation in our activities. We will not tolerate any discrimination or harassment against pregnant women.

RESPONDING TO COMPLAINTS

Complaints will be handled according to the principles of procedural fairness, and ensure:

- All complaints will be taken seriously;
- The person making the complaint (complainant) will be given full details of what is being alleged and have the opportunity to respond to those allegations;
- Irrelevant matters will not be taken into account;
- Decisions will be unbiased; and

- Any penalties imposed will be reasonable.

More serious complaints may be escalated to the relevant authority. If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then the organisation may refer and/or report the behaviour to the police and/or relevant government authority.

Complaint Handling Process

Complaints will be handled in accordance with the Discipline and Dispute Resolution requirements of the Constitution and Regulations.

Complaints relating to this policy should be directed to a member of the management committee or appointed officer. The person receiving the complaint will:

- Listen carefully and ask questions to understand the nature and extent of the concern;
- Ask the complainant how they would like their concern to be resolved and if they need any support;
- Explain the different options available to help resolve the complainant's concern; inform the relevant government authorities and/or police, if required by law to do so; and where possible and appropriate, maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, McLaren Flat Recreation Ground will assist, where appropriate and necessary, with the resolution process. This may involve:

- Supporting the person complaining to talk to the person being complained about;
- Bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- Gathering more information (e.g. from other people that may have seen the behaviour);
- Seeking advice from an external agency;
- Referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.

At any stage of the process, a person can seek advice from an anti-discrimination commission or other external agency and, if the matter is within their jurisdiction, may lodge a complaint with the antidiscrimination commission or other external agency.

Disciplinary Sanctions

Any disciplinary action will be taken in accordance with the Discipline and Dispute Resolution requirements of the Constitution and Regulations. McLaren Flat Recreation Ground may take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must be:

- Applied consistently with any contractual and employment rules and requirements;
- Fair and reasonable;
- Based on the evidence and information presented and the seriousness of the breach; and possible sanctions that may be taken include:
- A direction that the individual make verbal and/or written apology;
- Counselling of the individual to address behaviour;
- Withdrawal of any awards, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our club;
- Suspension or termination of membership, participation or engagement in a role or activity;
- De-registration of accreditation for a period of time or permanently;
- A fine; or

- Any other form of discipline that our club considers reasonable and appropriate.

Appeals

The complainant or respondent may be entitled to lodge an appeal against a decision made in relation to a complaint. Appeals must be based on any right of appeal provided for in the relevant constituent documents, rules, regulations or by laws.

POLICY APPROVAL AND REVIEW

We will, at a minimum, review this policy and the related procedures once every 5 years as required by the Children and Young People (Safety) Act 2017. We will also review this policy when:

- new or added risks are identified for children or young people, which may require a change in the policy or procedures
- a critical incident occurs where a child or young person has experienced harm through involvement in the organisation
- concerns are raised by anyone involved in your organisation about child safety or welfare in the organisation
- awareness or compliance to the child safe policy and/or procedures is low
- legislative changes/requirements.
- We will lodge a new child safe environments compliance statement with the Department of Human Services each time we review and update this policy.

This Policy was adopted by the Management Committee of McLaren Flat Recreation Ground Inc on:

Date: 12 August 2026 .....

Review Date: August 2031 .....

Child Safe Environments Compliance Statement

Date compliance statement with the Department of Human Services each time we review and update this policy.

Date lodged: 3 September 2026 .....