



WORKING WITH CHILDREN POLICY

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Authorised by:	President	Next Review Date:	1 December 2025

Purpose

Magic Basketball Club is dedicated to fostering a safe environment for children within its premises and activities. The purpose of this policy is to ensure the safety and well-being of all children involved in our activities.

Scope

South Australian legislation requires organisations that provide services for children to create and maintain child safe environments. It is mandatory that all personnel involved in a sporting club that provides services to children obtain a 'Working with Children Check' (WWCC) regardless of whether they directly work with children.

This policy applies to all volunteers, committee members, coaches (including assistant coaches and other support staff), team managers.

While procedures are adopted to mitigate risk, it is important that all members of the basketball community understand child safety is everyone's responsibility.

Definitions

DHS

Government of South Australia Department of Human Services. Provides Screening Services and Child Safe Environments advice.

DCSI Working with Children Clearance

Assessment conducted by the Department Community and Social Inclusion. From 1 July 2019 the DCSI was replaced with DHS WWCC.

Representative Body Child Safe Compliance Statement

All organisations offering services to children or young people must lodge a child safe environments compliance statement. For sporting clubs, the overarching peak organisation may lodge a compliance statement that represents affiliated sporting member clubs.

Risk of Harm

Harm may be physical or psychological and includes harm caused by sexual, physical, mental or emotional abuse or neglect. A child or young person is at risk of harm if they have suffered, or are likely to suffer harm, if their parent or guardian is unable or unwilling to care for them, or such other circumstances prescribed by the regulations.

Working with Children Check (WWCC)

A risk assessment conducted by the DHS Screening Unit to assess whether a person poses an unacceptable risk when working with children. A valid WWCC will be one that is less than 5 years old and the applicant is identified as 'Not Prohibited'.

Policy

A Working with Children Check issued by the Department of Human Services (DHS) Screening Unit is the only accepted form of background screening for working with children. Police checks, DCSI clearances, teacher's registration, vulnerable person screening, or other screening types will not be accepted.

It is the policy of Magic Basketball Club that the following minimum requirements are met to support the provision of child safe environments:

- All persons 14 years old or over to whom this policy applies must present a valid WWCC prior to engagement, regardless of whether they directly work with children.
- All WWCCs presented must be verified for accuracy using the DHS portal
- All coaches, team managers and committee members must complete the Play by the Rules online training in Child Protection, and Harassment and Discrimination
- Induction processes will include child safety information
- A Member Protection Information Officer and Child Protection Officer will be made available. Members will be informed via Basketball Connect who they can contact.
- Members will be made aware of the policies and codes of conduct that support a child safe environment (including but not limited to this policy and the National Integrity policies).

Magic Basketball expects staff and volunteers to:

- Listen to children and respond to their concerns
- Give consideration to children's needs and how this may differ between children eg. indigenous, cultural diverse backgrounds, disability, LGBTQI.
- Act within the Codes of Conduct and policies
- Maintain professional boundaries
 - Act within the scope of your role when working with children
 - Maintain equal consideration when working with children (ie. no favouritism)

Magic Basketball maintains the following parameters for volunteers when working with children:

- Volunteers should not transport children in their own vehicle unless specifically approved in writing by the Child's Parent or Guardian.
- Volunteers should not give gifts/presents to children other than the provision of official awards
- Volunteers should not engage in open discussions of a mature or adult nature in the presence of children (other than reasonable conversations related to the child's participation in basketball activities)
- Unless there is an existing social, personal, or family relationship, volunteers should not:
 - have one on one contact with a child outside of basketball related activities (includes direct contact such as in-person as well as indirect, such as by phone, or online)
 - accept an invitation to attend any private social function at the request of a child or their family

Delegation

The club is responsible for ensuring child safe systems are in place at a club level and that anyone we engage presents a valid WWCC and completes required training. It is the responsibility of our club to adhere to the record keeping and monitoring requirements and verify all WWCCs in the DHS Screening Unit portal for accuracy. It is the individual's responsibility to maintain the validity of their WWCC and notify their club/association of any changes.

Prohibited Persons

It is an offence to allow a prohibited person to continue to volunteer within the club.

If our club is presented with a 'Prohibited' WWCC it must be forwarded to Magic Basketball Clubs Child Safe Officer.

Should a person engaged by Magic Basketball Club be the subject of misconduct or disciplinary proceedings addressed under the Child Safeguarding or Member Protection Policies, Magic Basketball Club will provide the DHS Screening Unit with this information for consideration in screening assessment/monitoring.

Exclusions

Magic Basketball Club will accept the following exclusions to requiring a WWCC:

- You are a sworn SA Police or Australian Federal Police Officer
- You are acting in a role that is unlikely to be for more than seven days (consecutive or not) in a calendar year
- You live interstate, have a current child-related check from your home state, and are working at an organised event in South Australia lasting no more than 10 consecutive days
- You are under 14 years of age

If applying an exclusion, a record of the reason for exclusion must be recorded on the WWCC register.

Record Keeping and Monitoring

Magic Basketball will maintain a WWCC Register for the purpose of monitoring the status of WWCCs for person's engaged directly by Magic Basketball Club.

Magic Basketball Club have developed a notification system for volunteers that directly reminds persons to ensure that their WWCC is renewed when required.

Magic Basketball Club will maintain a WWCC register and monitor the status of WWCC's for any person engaged by the club in the DHS Screening Unit Portal.

Record keeping should include full name, date of birth, email, screening reference number, WWCC status, and WWCC expiry as a minimum.

The register also includes Play by The Rules training log and other information relevant to working with children.

Magic Basketball Club must have (or have access through an affiliate) to an Organisation DHS Portal. The WWCC for each person engaged must be added to Registration of Interest Table (see WWCC Registration of Interest page of the DHS portal) to enable alerts from DHS.

Mandatory Reporting

Volunteers within sport are classified as mandated notifiers. A mandated notifier is required by law to notify the Department for Child Protection if they suspect on reasonable grounds that a child or young person is, or may be, at risk of harm. This obligation arises when a mandated notifier forms this suspicion in the course of their employment (whether paid or voluntary). The mandated notifier does not have to be able to prove that harm has occurred.

Reasonable grounds to report suspected risk of harm may include:

- when your own observations of a particular child's behaviour and/or injuries lead you to suspect a child is, or may be, at risk of harm
- when a child tells you they have been harmed
- a child telling you that they know of someone who has been harmed (they may possibly be referring to themselves)
- when your own observations about the behaviour of the child, or their adult caregivers, give you cause to suspect that a child is being, or is at risk of being harmed

- when you hear about it from someone who is in a position to provide reliable information, perhaps a relative or friend, neighbour or sibling of a child who is at risk.

All Volunteers have a duty of care to respond to the needs of the child and their family.

To report a reasonable suspicion that a child has been harmed or is at risk of being harmed phone the Child Abuse Report Line (CARL) on [13 14 78](tel:131478). The report line is open 24 hours a day, 7 days a week.

Additional Information

- Child Safety (Prohibited Persons) Act 2016
- Child Safety (Prohibited Persons) Regulations 2019
- Children and Young People (Safety) Act 2017
- SA.GOV.AU – report child abuse
- Basketball Australia Child Safeguarding Policy
- Basketball Australia Member Protection Policy
- Basketball Australia Complaints Policy
- Basketball SA Code of Conduct
- Basketball SA Video and Photography Policy
- Basketball SA Social Media Policy

Appendices

No appendices

Version Control

Version	Date	Nature of Amendment	Update Author(s)
1	Feb 2024	New Policy	Child Safety Officer