

Child Safe Standards

GUIDE FOR TEENS

The following Child Safe resource is provided as a reference and template only. Sporting organisations and clubs should use discretion when distributing this guide to children under the age of 18 years, keeping in mind the age and cultural background of its child members. It is not recommended that this guide be provided to members under the age of 13 years.

This document and its content is provided as a guide for what your organisation may consider for inclusion when drafting a Teens Guide in line with Victorian **Child Safe Standards**. Your organisation should also consider referencing any information, documents and strategies that might be specifically required for your organisation/sport and relevant to its circumstances, structure and operations.

Vicsport reminds organisations that the information contained in this document is general in nature and should not be considered as a substitute for legal advice.

Please note that references in [square brackets] throughout this document should be tailored for your sport or organisation's policies and procedures.

Vicsport recommends sporting organisations develop a Child Safe Kids Guide with due consideration and consult Vicsport, a child safe expert or legal advisor to assist with any questions.

Further Information

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*This resource is supported by the **Victorian Government** and has been developed in consultation with **Laura Johnston of People, Integrity & Culture Consulting**.*



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GUIDE FOR WESTVIC JUNIOR ATHLETES

Date created:	5/12/2023					
Audience:	WestVic Academy of Sport Junior Athletes under the age of 18					
Version:	2021:2					
Purpose of Document:	<p>Help children and young people in sport to understand:</p> <ul style="list-style-type: none"> • that sport should be safe; • that it's OK to tell an adult they trust if they have any concerns; and • their own responsibilities when participating in sport. 					
Actions:	<ul style="list-style-type: none"> • We encourage all WestVic Junior Athletes to read this guide so that they feel informed and empowered to ask and share any issues that arise within their time with WestVic. 					
Review:	Ongoing – every 12months					
[ORGANISATION] Contact:	WestVic CEO – wvas@federation.edu.au or WV Child Safe Officer					
Contents:	<table border="1"> <thead> <tr> <th>Document(s)</th> <th>Page</th> </tr> </thead> <tbody> <tr> <td>Guide for WestVic Junior Athletes</td> <td>3</td> </tr> </tbody> </table>	Document(s)	Page	Guide for WestVic Junior Athletes	3	
Document(s)	Page					
Guide for WestVic Junior Athletes	3					
Other relevant resources (see [ORGANISATION] website) [and insert hyperlinks to all resources listed]:	<p>[AMEND ONCE RESOURCE NAMES ARE FINALISED FOR YOUR SPORT – EG:</p> <ul style="list-style-type: none"> • Summary of the Code of Conduct for dealing with Children & Young People • eSafety Guide • Child Safe Posters • Form – Confidential Record of Child Safe Concern] 					

Your Contact here for Kids:

WESTVIC GEO
[PHONE NUMBER]



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Three Important Messages

The **three key messages** to always keep in mind are:

1. Your time with WestVic should be fun, safe and enjoyable.
2. You should never feel uncomfortable around others at WestVic events or sessions, particularly adults.
3. If you don't feel safe or comfortable, **it's OK to speak up**. We want you to **tell an adult that you trust** – whether that's your Mum or Dad, guardian, coach, team manager, [Club Child Safety Officer] or another member of WestVic or family.

Your rights

We believe that all kids involved in our sport should:

- Feel comfortable;
- Feel safe;
- Have a right to contact your parents/guardians or others if you feel unsafe, uncomfortable or distressed at any time when you are involved in [sport/activity];
- Be provided with clear directions and given the chance to positively change your behaviour if WestVic staff, coaches, volunteers or officials believe that you have broken any rules or policies or you have misbehaved;
- NOT be subject to disciplinary action involving verbal or physical punishment, or any form of treatment that could reasonably be considered cruel, frightening, humiliating or like you are being put down; and
- Contribute suggestions or feedback about WestVic.

Our Commitment to you at WestVic

WestVic Academy of Sport has a **Commitment to Child Safety Statement** that aims to make sure you are protected from harm. When involved in WestVic, we want it to be enjoyable for everyone. So, we'll try to make sure that activities are suitable for your age and development and are led by qualified people.

WestVic commits to:

- Doing our best to make sure that you are protected from harm;
- Supervising your involvement in WestVic in Victoria;



- Obtaining parent/guardian permission in writing before we can:
 - take you on an excursion;
 - arrange overnight stays or camps; and/or
 - provide transport to another location.
- Ensuring that **employee/coach/volunteer/official-to-teens ratios are maintained**. (Note - please check with us if you are unsure what is meant by “ratios”);
- Trying to make sure that **you are not alone** with staff, coaches, volunteers or officials where they can’t be seen by other adults;
- Trying to make sure that **WestVic staff, coaches, volunteers and/or officials stay within their role**. This means that they cannot be employed for looking after you or visiting you at your home unless with the permission of your Parent/Guardian. They are not allowed to friend you on Facebook, take photos or footage of you for Instagram, YouTube, SnapChat or other forms of social media unless they are doing this through official club communication channels with the consent of your parent/guardian.
- **Communication between you and coaches, officials and volunteers** in our sport must be regarding your involvement in WestVic unless your Parent/Guardian has given their permission for you to have contact with them at a particular time;
- **Guiding teens fairly, respectfully and appropriate to their age and background;**
- **Reporting and responding to any incidents** of abuse or neglect towards teens involved in WestVic.
- Where and when possible, our **WestVic staff, volunteers and officials wearing a uniform and/or having an appropriate name badge visible** on when on duty.

What to do if you have concerns:

- If at any stage you feel uncomfortable, unsafe or worried, you should let your parent/guardian or a trusted adult in WestVic know what has happened – they will want to support you.
- All you need to do is tell someone about what happened and they will do their best to make sure that you feel safe and protected from harm.

Responsibilities of Junior Athletes in WestVic.

When you are involved in WestVic, you also have some responsibilities. These include:

- Letting a member/parent/guardian know if you are unhappy or you don’t feel safe;
- Treating other participants and adults with respect;
- Following the rules when involved in WestVic;
- Remembering that there are others involved in WestVic. You are certainly free to choose your own friends. However, don’t stop other teens or younger kids from enjoying and participating in WestVic and



- Listening to others and respecting their opinions.