

ABSL Child Protection Policy

Last updated: 10 November 2020

Approved by Board: 17 November 2020

Review date: 1 December 2021

ABSL is committed to the safety and wellbeing of children and young people who participate in all our Association activities 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 staff and volunteers and encourage their active participation in building and maintaining a secure and safe environment for all participants.

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

This Policy has been developed from resources sourced from Sport New Zealand, the New Zealand Government, and BBNZ.

Additional information and resources are available from:

- Sport New Zealand: www.sportnz.org.nz – (Safe Sport for Children)
- New Zealand Government: www.childrensactionplan.govt.nz
- Stop Services Child Protection

Scope

This policy covers all employees and volunteers carrying out activities on behalf of the three Associations – Basketball Auckland, Counties Manukau Basketball and Waitakere West Auckland Basketball, and ABSL.

Objective

The aim of this policy is to ensure that all our basketball activities:

- promote the health and welfare of young people by providing safe basketball-opportunities;
- respect and promote the rights, wishes and feelings of young people;
- promote and implement appropriate procedures to safeguard the well-being of young people and protect them from harm;
- commit to recruiting, training, supporting and supervising staff (and participants where applicable) to adopt good practice to safeguard and protect young people from harm, and to reduce the risk of allegations or complaints against themselves;
- educate young people, staff and participants to adopt and abide by this Policy;
- promote the collective responsibility within our sport for ensuring safe sport for young people;
- commit to responding to allegations of misconduct or harm to young people in line with this Policy and these procedures, as well as implementing, where appropriate, the relevant investigative, disciplinary and appeals procedures;
- regularly monitor and evaluate the implementation of this Policy and these procedures.

Detail

Identifying and Analysing Risks of Harm

ABSL will develop and implement a risk management strategy, which includes a review of our 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

Developing Codes of Conduct for Adults and Children

We will develop and promote a code of conduct that specifies standards of conduct and care we expect of adults when they deal and interact with children, particularly those in our care. We will also implement a code of conduct to promote appropriate behaviour between children.

The codes will clearly describe professional boundaries, ethical behaviour and unacceptable behaviour.

Choosing Suitable Employees and Volunteers

ABSL will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children. This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

ABSL will ensure that Working with Children Checks and criminal history assessments are conducted for employees and volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of the screening process, ABSL will ensure that the criminal history information is dealt with confidentiality and in accordance with relevant legal requirements.

Support, Train, Supervise and Enhance Performance

ABSL will ensure that all our employees and volunteers who work with children have ongoing supervision; support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in all our basketball activities. Efforts will be made to include volunteers in programme planning and training where deemed possible and appropriate.

Recruitment and Training Processes for Staff

Part of a ABSL's duty of care requires us to ensure that only suitable staff and volunteers are working with young people. This means developing a simple but robust recruitment process that involves some form of screening, including police vetting.

Recruitment Process:

Creating role descriptions

Simple role descriptions make it easier to find the right type of staff (including volunteers). The role description should outline the purpose of the role, what is involved, and the desired skills and experience. This also helps recruitment by providing a clear role scope and dispelling any insecurities volunteers might have about not having the skills, or concerns they'll end up over-committed.

Interviewing candidates

Short interviews help communicate clear expectations about the role and the type of person the appropriate candidate is likely to be. It is a chance to share information, ask and answer questions, and emphasise the organisation's Child Protection Policy.

Follow up with the candidate's referees

Candidates should provide contact details of at least one referee who can be contacted to discuss their suitability for the role. This is particularly important for roles that potentially carry a higher risk.

Screening applicants – Police Vetting

Police vetting is part of the screening process, but this should not constitute a participating organisation's complete response to keeping young people safe. Police vetting will provide an organisation with a judgment by Police about a person's suitability to work with young people based on the information it holds – this should be considered a 'red flag' rather than detailed information.

Roles and Responsibilities

ABSL shall appoint a **Young Persons Protection Officer** (or another suitable role with responsibility for young person protection issues). This person is our champion for young person protection and can lead the implementation of your organisation's Protection of Young People Policy. They will also act as a positive role-model for the creation of a safe environment for young people and the adults that work with them.

Their main responsibilities would include:

- ensuring that young person protection procedures are understood and adhered to by all participants;
- organising promotional activities and training, and raising awareness within the organisation;
- establishing and maintaining the complaints procedure;
- reporting to the Board and Chief Executive;
- acting as the main contact and support for young person protection matters;
- keeping up-to-date with developments in young person protection legislation;
- liaising with local young person-protection agencies as required;
- maintaining confidential records of reported cases and any action taken;
- regularly monitoring and reviewing existing policies and procedures.

Code of Conduct

Various **Code of Conduct** will be developed to provide guidance on acceptable and unacceptable behaviour by all participants.

The appendix to this policy includes a Code of Conduct for:

- Parents
- Players
- Coaches
- Officials

Education and Training of Staff

In addition to the pre-selection checks, the young person protection process should include subsequent monitoring and training of staff in order to:

- ensure that staff is working safely and effectively with young people;
- identify and respond to any unacceptable behaviour or practices of staff;
- enable staff to analyse their own behaviour and practices, and compare them against the Code of Conduct and Good Practice Guidelines – this helps minimise the risk of allegations or complaints against that person;
- respond in a positive way to concerns raised about staff i.e. via training to improve practices.

This Policy is designed to support the education and training of staff. New staff will be given a copy of the Child Protection Policy and be able to demonstrate an understanding of the Code of Conduct and Good Practice Guidelines

The Young Persons Protection Officer will take new staff through this policy and has them sign a copy of the Code of Conduct.