



## Child Protection Policy

This checklist provides an overall summary of the Paddle Queensland requirements expected of clubs in relation to child protection. The checklist needs to be read in conjunction with a number of other documents. These other documents and resource materials will be placed on the new Paddle Queensland website and that have also been emailed to clubs.

## Clubs Checklist

- ✓ Create a code of conduct to let members know that your club is committed to keeping children and young people safe.
  - You may wish to use the Australian Sports Commission template on Child Safe Sport as a template which is available here:[https://www.sportaus.gov.au/integrity\\_in\\_sport/child\\_safe\\_sport/toolkit](https://www.sportaus.gov.au/integrity_in_sport/child_safe_sport/toolkit).
- ✓ Ensure that Working with Children checks are conducted for appropriate volunteers and that a register is kept.
  - Volunteer coaches for children at sporting clubs require a blue card.
  - Information about Working with Children checks can be found here:  
<https://www.bluecard.qld.gov.au/volunteers/Churchesclubsandassociationsinvolvingchildren.html>.
  - A template employee register can be found in the document: Additional Documentation to accompany the Paddle Australia Member Protection Policy ByLaw
  - You can also contact the Queensland Public Safety Business Agency to find out more about the "Blue Card" system on 1800 113 611.
- ✓ Provide training to support your members.
  - Any club member can do the online Child Protection Course for free here:  
<https://www.playbytherules.net.au/online-courses/child-protection-online-course>.
- ✓ Make sure everyone knows their responsibility to report suspected abuse.





- Any incident must be documented on the Child Abuse Incident Form (this can be found here: <http://qld.paddle.org.au/about-us/policies/>).
- Your further response depends on the type of incident. Find out more on our website here: <http://qld.paddle.org.au/about-us/policies/>
- ✓ Create posters, website or social media references, brochures, or other advertising materials to communicate with everyone in the club.
- Communicate this information to members. You could also display your commitment statement at your club premises.
- ✓ Develop a system for review and improvement of your child safe policies.

## Further Information

- Information about the Australian Sports Commission Child Safe Sport program can be found here: [https://www.sportaus.gov.au/integrity\\_in\\_sport/child\\_safe\\_sport](https://www.sportaus.gov.au/integrity_in_sport/child_safe_sport)
- Resources, courses and information can also be found on the Play by the Rules website: <https://www.playbytherules.net.au/>
- You can read the Paddle Australia Member Protection Bylaw and the Paddle Queensland Additional Documentation on our website here: <http://qld.paddle.org.au/about-us/policies/>
- This checklist will also be placed on the Paddle Queensland website.

