

Archery Victoria Guidance Note			
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Commitment to the Safety of Children and Young People

Archery Victoria is committed to ensuring the safety and wellbeing of all children and young people that are involved in our sport. Our policies and procedures seek to address risks to child safety and to establish a child safe culture and practices.

We will keep Children and Young People safe

- Through our Safeguarding Children and Young People Policy, we document our clear commitment to keeping children safe from harm, risk of harm, or abuse.
- We shall communicate our commitment to all of our Persons in a Position of Responsibility and Authority (PPRA), members and volunteers and give them access to a copy of this commitment statement.

We promote inclusion, respect and diversity

- We consider the needs of all children and young people and support them to participate safely in archery, particularly children with increased vulnerabilities, such as:
 - Aboriginal and Torres Strait Islander children;
 - children from culturally and linguistically diverse backgrounds;
 - children with disability;
 - children living in out of home care,
 - children with diverse genders and/or sexualities.
- We recognise the rights of all children and young people to be recognised for their gender identity, sexual orientation or intersex status, and to feel safe and respected when participating in our sport.

Our officials, members and volunteers know the behaviour we expect

- We ensure that each person involved in the management of archery in Victoria understands their role and the behaviour we expect in relation to keeping children and young people safe from abuse through application of our policies and practices.
- We utilise clear position descriptions which clearly state relevant Child Safe requirements.
- Our PPRA and volunteers are given a copy of and have access to the Safeguarding Children and Young People Policy.
- Our PPRA, and volunteers indicate, in writing, that they have read and are committed to the Safeguarding Children and Young People Policy.

We minimise the likelihood of appointing or accrediting a person who is unsuitable

- We have appropriate measures in place to minimise the likelihood that we will accredit officials, judges and coaches (PPRA) who are unsuitable to volunteer with children.
- We will meet the requirements of Victorian Legislation; Working with Children Check regulations.

Induction and training are part of our commitment

- We will provide all new officials, members and volunteers with information about our commitment to children and young people including our Safeguarding Children and Young People Policy, and Conduct and Disciplinary Policy.
- We support ongoing education for our officials, and volunteers to ensure Child Safety information is provided and updated as required.
- We ensure that our officials and volunteers have up-to-date information relevant to specific legislation applying in Victoria.

We encourage the involvement of Children and Young People and their parents

- We involve and communicate with children and young people and their families in developing a safe, inclusive, and supportive environment.
- We will provide information to children and young people and their parents/carers (such as brochures, posters, handbooks, guidelines) about:
 - our commitment to keeping children safe and communicating their rights;
 - the behaviour we expect of our officials and volunteers and of themselves;

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- our policy about responding to Child Abuse.
 - We have processes for two-way communication with children and young people and families.
 - We seek feedback from children and young people and have a process for responding.
 - We empower children and young people.
 - We respect diversity and seek to facilitate effective communication with, and empowerment and involvement of children and young people.

Our officials, members and volunteers understand their responsibility for reporting Child Abuse

- Our policy for responding to child abuse is endorsed by the Archery Victoria Board and the Affiliated Club Presidents and applies to all our officials, members and volunteers.
- Officials, members and volunteers must:
 - immediately report abuse or neglect and any concerns with policies, practices or the behaviour of officials, members and volunteers;
 - meet any legislated mandatory or other jurisdictional reporting requirements;
 - follow a specified process when reporting abuse or neglect.
- Our officials, members and volunteers are given a copy of and have access to the Conduct and Disciplinary Policy and understand the implications of the policy for their role.
- We document any allegation, disclosure or concern regarding child abuse and take action and monitor responses to all allegations, disclosures, or concerns.

We maintain and improve our policies and practices

- We are committed to maintaining and improving our policies, procedures, and practices to keep children and young people safe from abuse.
- We have assigned responsibility for regularly maintaining and improving our policies and procedures to the Secretary and Board of Archery Victoria.
- We monitor our officials, members, volunteers, and external providers and take action to ensure appropriate practice, behaviour and policies are followed.
- We require our officials, members and volunteers to disclose guilty findings or charges affecting their suitability to work with children. We review WWCC checks monthly.
- We have formal reviews to identify and document potential risks to children and young people
- We undertake formal reviews, at least bi-annually, to identify and document potential risks to children and young people associated with archery clubs.