

HDNA MEMBER PROTECTION POLICY



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HINTERLAND DISTRICT NETBALL ASSOCIATION MEMBER PROTECTION POLICY



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1. Introduction



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'Our vision is to be recognised as a proactive netball Association for the community' whilst
"Providing all members with positive pathways in Netball at all levels"

2. Purpose of Our Policy

The main objective of our Member Protection Policy (policy) is to maintain responsible behaviour and the making of informed decisions by participants in this Association. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from abuse. Our policy informs everyone involved in our Association of his or her legal and ethical rights and responsibilities and the standards of behaviour that are required. It also covers the care and protection of children participating in our Association's activities.

3. Who Our Policy Applies To

This policy applies to the following people, whether they are in a paid or unpaid/voluntary capacity;

- 3.1 persons appointed or elected to committees and sub-committees
- 3.2 support personnel, including coaches, managers, umpires, scorers, sports medic, sport trainers and others
- 3.3 All members
- 3.4 Life members of Hinterland District Netball Association
- 3.5 Players, coaches, umpires, officials and other personnel participating in events and activities, including camps and training sessions, held or sanctioned by Hinterland District Netball Association.
- 3.6 any other person to whom the policy may apply

This policy will continue to apply to a person even after he or she has stopped their association with Hinterland District Netball Association, if disciplinary action against that person has begun.

This policy also applies to:

- 3.7 affiliated clubs and associated organisations.
- 3.8 any other associations including members that may participate in events including carnivals and training sessions, held or sanctioned by Hinterland District Netball Association.



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4. Extent of Our Policy

Our policy covers unfair decisions (e.g. team selection) and actions, breaches of our code of behaviour and behaviour that occurs at practice, in the Association rooms, at social events organised or sanctioned by the Association, and on away and overnight trips. It also covers private behaviour where that behaviour brings our Association or sport into disrepute or there is suspicion of harm towards a child or young person.

5. Association Responsibilities

We will:

- implement and comply with our policy;
- promote our policy to everyone involved in our Association;
- promote and model appropriate standards of behaviour at all times;
- respond to breaches or complaints made under our policy promptly, fairly, and confidentially;
- review this policy every 12-18 months (at the AGM); and
- seek advice from and refer serious issues to our state body Netball Qld.

Serious issues include unlawful behaviour that involves or could lead to significant harm and includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) and any other issues that our state or national body request to be referred to them.

6. Individual Responsibilities

Everyone associated with our Association must:

- comply with the standards of behaviour outlined in our policy;
- treat others with respect;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour;
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment or other inappropriate behaviour.



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7. Protection of Children

7.1 Child Protection

The Hinterland District Netball Association is committed to the safety and wellbeing of all children and young people accessing our service. We support the rights of the child and will act without hesitation to ensure a child safe environment is maintained at all times. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.

Hinterland District Netball Association acknowledges that our committee, members and volunteers provide a valuable contribution to the positive experiences of children involved in our sport. Hinterland District Netball Association aims to continue this and to take measures to protect the safety and welfare of children participating in our sport by:

7.1.1: Identify and Analyse Risk of Harm

The Hinterland District Netball Association will develop and implement a risk management strategy, which includes a review of existing child protection practices, to determine how child-safe and child-friendly the organisation is and to determine what additional strategies are required to minimise and prevent risk of harm to children because of the action of a member, coach, umpire, volunteer or another person.

7.1.2: Develop Codes of Conduct for Adults and Children

The Hinterland District Netball Association will ensure that the organisation has codes of conduct that specify standards of conduct and care when dealing and interacting with children, particularly those in the organisation's care. The organisation will also implement a code of conduct to address appropriate behaviour between children.

The code(s) of conduct will set out professional boundaries, ethical behaviour and unacceptable behaviour. (See Part B)

7.1.3: Choose Suitable Committee Member, Coaches, Managers, Umpires and Volunteers

The Hinterland District Netball Association will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children (in prescribed positions).

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.

The Hinterland District Netball Association will ensure that working with children checks/criminal history assessments are conducted for committee and volunteers working with children, where an assessment is required by law and Netball Qld.

A criminal history report is obtained as part of their screening process for all voted Committee Members; the Hinterland District Netball Association will ensure that the criminal history information is dealt with in accordance with relevant state requirements. (See Part C)



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7.1.4: Support, Train, Supervise and Enhance Performance

The Hinterland District Netball Association will ensure that volunteers and employees who work with children or their records have ongoing supervision, support and training such that their performance is developed and enhanced to promote the establishment and maintenance of a child-safe environment.

7.1.5: Empower and Promote the Participation of Children In Decision-Making And Service Development

The Hinterland District Netball Association will promote the involvement and participation of children and young people in developing and maintaining child-safe environments.

7.1.6: Report and Respond Appropriately To Suspected Abuse and Neglect

The Hinterland District Netball Association will ensure that volunteers, members and committee are able to identify and respond to children at risk of harm.

The Hinterland District Netball Association will make all volunteers, members and committee aware of their responsibilities under respective state laws if they have suspicion on reasonable grounds that a child has been or is being abused or neglected. (See Part E)

In addition to any legal obligation, if any person feels another person or organisation bound by this policy is acting inappropriately towards a child or is breaching the code'(s) of practice set out they may make an internal complaint. Please refer to our complaints procedure outlined in attachment [C1] of this policy. This will explain what to do about the behaviour and how the Hinterland District Netball Association will deal with the problem.

7.2 Supervision

Members under the age of 5 must be supervised at all times by a responsible adult. Our Association will provide a level of supervision adequate and relative to the members' age, maturity, capabilities,

level of experience, nature of activity and nature of venue. If a member finds a member under the age of 5 is unsupervised, they should assume responsibility for the member's safety until the parent/guardian or supervisor can be found.

Parents must turn up on time to collect their child for reasons of courtesy and safety. If it appears a member will be left alone at the end of a club or representative training session with just one child, they will ask another member to stay until the child is collected.

7.3 Transportation

Parents/guardians are responsible for transporting their children to and from Association activities (e.g. practice and games).



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Where our Association makes arrangements for the transportation of children (e.g. for away carnivals or overnight trips), we will conduct a risk assessment that includes ensuring vehicles/buses are adequately insured, the driver has a current and appropriate licence for the vehicle being used and appropriate safety measures are available (e.g. fitted working seatbelts). Refer to

7.4 Accommodation

Where our Association makes arrangements for the accommodation for away carnivals or overnight trips we will conduct a risk assessment that includes ensuring that the facilities are of a reasonable standard and have an appropriate bed and the use of bathroom facilities and will be provided with meals. Encompassed in the Duty of Care each player will be chaperoned.

7.5 Taking Images of Children

Images of children can be used inappropriately or illegally. The Association requires that members, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. We also require the privacy of others to be respected and disallow the use of camera phones, videos and cameras inside changing areas, showers and toilets.

If anyone is to take photos of a player or their team, they will be required to report to the HDNA office for approval.

If the Association uses an image of a child it will avoid naming or identifying the child or it will, wherever possible, avoid using both the first name and surname. We will not display personal information such as residential address, email address or telephone numbers without gaining consent from the parent/guardian. We will not display information about hobbies, likes/dislikes, school, etc as this information can be used as grooming tools by paedophiles or other persons. We will only use appropriate images of a child, relevant to our sport and ensure that the child is suitably clothed in a manner that promotes the sport, displays its successes, etc.

7.6 Sexual relationships

Hinterland District Netball Association takes the position that consensual intimate relationships (whether or not of a sexual nature) between coaches, volunteers, committee member and the adult athletes they coach or associate with should be avoided as they can have harmful effects on the athlete involved, on other athletes and coaches and on the sport's public image.

These relationships can also be perceived to be exploitative due to the differences in authority, power, maturity, status, influence and dependence between the coach and the athlete.



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If an athlete attempts to initiate an intimate sexual relationship with a coach, volunteer, committee member it is the responsibility to discourage the approach and to explain why such a relationship is not appropriate.

The coach, volunteer, committee member or athlete may wish to seek advice or support from the Member Protection Information Officer if they feel harassed. Our complaints procedure is outlined in Part D of this policy

7.7 Duty of Care

“The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in any activity for which that individual or organisation is responsible.”

As the organisers of the Club/Association activity, there is a possibility of someone being harmed. In a small percentage of cases action may be taken against you if the person decides to make a claim. This action may result in financial losses but can also harm the reputation of your Association.

7.7.1 Travelling with Children

The risk assessment form will be used and completed as an introduction to identifying the types of risks your members may be exposed to. If anything occurs which had not been anticipated, it may be held that it was an unforeseeable incident, and was something the Club/Association could not have been prepared for.

7.7.2 Event Registration Forms

A tour registration form should be completed when the main activity of the tour is something different to the stated aims and objectives of the Club/Association and when the tour is overnight and/or involves young people.

7.7.3 Event Organiser

A complete itinerary of a event should be completed by the Vice President and provide it to the Executive committee to review and be signed by the President of the Association. In most cases of an away event coaches, managers and/or additional adults may be needed to exercise a higher degree of care than usual to satisfy the Duty of Care this includes an adult in each room during the stay at the event.

7.7.4 Private cars

These should be registered with the Club/Association so that you can make sure that the owner has checked with the insurance company that their insurance will be valid and that appropriate breakdown cover is available should this be required.



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7.7.5 Participants

A comprehensive list must be completed for Association President by the Vice President, a copy of which should be left with a responsible Club/Association member not going to the event. The list should include any medical conditions the participants have for example allergies to food or drugs. This information can be taken from the Player Registration/Medical Forms. This is extremely important in case an accident does occur. Next of kin details are also needed on this form.

A contact name, address and telephone number at your destination is required in case of emergency. If participants are under the age of 18 this should be given in advance to all.

7.8 Anti-harassment, Discrimination and Bullying

Our Association opposes all forms of harassment, discrimination and bullying. This includes treating or proposing to treat someone less favourably because of a particular characteristic; imposing or intending to impose an unreasonable requirement, condition or practice which has an unequal or disproportionate effect on people with a particular characteristic; or any behaviour that is offensive, abusive, belittling, intimidating or threatening – whether this is face-to-face, indirectly or via communication technologies such as mobile phone and computers. Some forms of harassment, discrimination and bullying are against the law and are based on particular characteristics such as age, disability, gender, sexual orientation, pregnancy, political or religious beliefs, race, and marital status.

Our Association takes all claims of harassment, discrimination, bullying and cyber bullying seriously. We encourage anyone who believes they have been harassed, discriminated against or bullied to raise the issue with the Association (see Responding to Complaints).

7.9 Cyber-bullying

Hinterland District Netball Association regards bullying and harassment in all forms as unacceptable in our sport. Bullying has the potential to cause great anxiety and distress to the person targeted by hurtful or derogatory comments or statements.

New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments.

Hinterland District Netball Association will not tolerate abusive, discriminatory, intimidating or offensive statements being made online. In some cases, bullying is a criminal offence punishable.

Frustration at a umpire, teammate, coach or sporting body should never be communicated on social networking websites. These issues should instead be addressed – in a written or verbal statement or a complaint – to the relevant Club President first.



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7.10 Social networking websites

Hinterland District Netball Association acknowledges the enormous value of social networking websites, such as Facebook and Twitter, Snapchat to promote our sport and celebrate the achievements and success of the people involved in our sport.

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport.

Social media postings, blogs, status updates and tweets:

- must not use offensive, provocative or hateful language
- must not be misleading, false or injure the reputation of another person
- should respect and maintain the privacy of others
- should promote the sport in a positive way.

7.11 Responsible service and consumption of alcohol

Hinterland District Netball Association is committed to conducting competitions and social events in a manner that promotes the responsible service and consumption of alcohol. We also recommend that state associations and member clubs follow strict guidelines regarding the service and consumption of alcohol.

In general, our policy is that:

- Alcohol should not be available or consumed at sporting events involving children and young people under the age of 18
- Alcohol-free social events will be provided for young people and families
- Food and low-alcohol and non-alcoholic drinks will be available at events we hold or endorse where alcohol is served
- A committee member will be present at events we hold or endorse where alcohol is served to ensure appropriate practices are followed
- Safe transport options will be promoted as part of any event we hold or endorse where alcohol is served.

7.12 Smoke-free environment



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Hinterland District Netball Association recommends that the following policies be applied to all sporting and social events that we hold or endorse.

- No smoking shall occur at or near sporting events involving children and young people under the age of 18. This policy shall apply to coaches, managers, players, umpires and volunteers.
- Social events shall be smoke-free, with smoking permitted at designated outdoor smoking areas.
- Coaches, managers, umpires, volunteers and players will refrain from smoking and remain smoke-free while they are involved in an official capacity in our sport, both on and off the field.

7.13 Adverse Weather

Hinterland District Netball recognises that adverse weather conditions present some level of risk that can harm the performance and/or the health of participants. Activities that occur in adverse weather conditions can place participants at risk of injury, illness and in extreme circumstances, even death.

The health and safety of our members is important to reduce the risk of injury, manage potentially dangerous weather situations and meet legal obligations for duty of care, Hinterland District Netball and persons identified in the Member Protection Policy Clause 3 aim to provide a safe environment for players, coaches, umpires, administrators, and spectators. The purpose of this policy is to provide clear cancellation guidelines for event organisers and coordinators on the occasion of adverse weather conditions.

This Policy the following adverse weather procedures:

- Hot Weather
- Wet Weather
- Lightening
- Fire, Smoke and Haze

Hinterland District Netball reserves the right to cancel/postpone or alter games/events in the interest of participant health and safety as such has developed clear cancellation guidelines for event organisers and coordinators. These guidelines aim to assist when managing events in adverse weather conditions and minimise the risk of injury and illness for all participants involved.

8. Inclusive practices

Our Association is welcoming and we will seek to include members from all areas of our community and will do everything in our power to provide competitions that are not discriminative;

8.1 People with a disability



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Where possible we will include people with a disability in our teams and Association. We will make reasonable adaptations (e.g. modifications to equipment and rules) to enable participation.

8.2 People from diverse cultures

We will support and respect people from diverse cultures and religions to participate in our Association and where possible will accommodate requests for flexibility (e.g. modifications to uniforms).

8.3 Sexual & Gender Identity

All people, regardless of their sexuality, are welcome at our Association. We strive to provide a safe environment for participation and will take action over any homophobic behaviour.

8.4 Pregnancy

Pregnant women should be aware that their own health and wellbeing, and that of their unborn children, should be of utmost importance in their decision making about the way they participate in our sport. We recommend pregnant women to consult with their medical advisers, make themselves aware of the facts about pregnancy in sport, and ensure that they make informed decisions about participation.

8.5 Girls playing in boys teams

If there is not a separate sex competition, our Association will support boys playing in club teams up until the age of 12 years (when federal sex discrimination law says if differences in strength, stamina and physique are relevant, then single sex competition is required). After this age our Association will consider each request on an individual basis including looking at the nature of our sport and other opportunities to compete.

9. Responding to Complaints

9.1 Complaints

Our Association takes all complaints about on and off-field behaviour seriously. Our Association will handle complaints based on the principles of procedural fairness (natural justice), that is:

- all complaints will be taken seriously;
- both the person making the complaint (complainant) and the person the complaint is against (respondent) will be given full details of what is being said against them and have the opportunity to respond (give their side of the story);
- irrelevant matters will not be taken into account;
- decisions will be unbiased and fair; and
- any penalties imposed will be fair and reasonable.



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More serious complaints may be escalated to Golden South regional representative and further Netball Qld.

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then our Association will need to report the behaviour to the police and/or relevant government authority.

9.2 Complaint Handling Process

When a complaint is received by our Association, the person receiving the complaint (e.g. President, Member Protection Information Officer) will:

- listen carefully and ask questions to understand the nature and extent of the problem;
- ask what the complainant would like to happen;
- explain the different options available to help resolve the problem;
- take notes; and
- maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, the Association will assist, where appropriate and necessary, with the resolution process. This may involve:

- supporting the person complaining to talk to the person being complained about
- bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- gathering more information (e.g. from other people that may have seen the behaviour);
- seeking advice from our regional, state and/or national body or from an external agency (e.g. State Department of Sport or anti-discrimination agency);
- referring the complaint to our regional representative or Netball Qld ; and/or
- referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.

In situations where a complaint is referred to our Regional representative or Netball Qld an investigation is conducted, the Association will:

- co-operate fully;
- ensure the complainant and respondent are not victimised;
- where applicable, ensure the complainant is not placed in an unsupervised situation with the respondent(s); and
- act on our regional representative or Netball Qld recommendations.



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At any stage of the process, a person can seek advice from or lodge a complaint with an anti-discrimination commission or other external agency.

9.3 Disciplinary Measures

Our Association will take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must:

- Be applied consistent with any contractual and employment rules and requirements;
- Be fair and reasonable;
- Be based on the evidence and information presented and the seriousness of the breach;
- Be determined by our Constitution, By Laws and the rules of the game.

Possible measures that may be taken include:

- verbal and/or written apology;
- counselling to address behaviour;
- withdrawal of any awards, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our Association;
- suspension or termination of membership, participation or engagement in a role or activity;
- de-registration of accreditation for a period of time or permanently;
- a fine; or
- any other form of discipline that our Association considers reasonable and appropriate.

9.4 Appeals

The complainant or respondent can lodge one appeal against decisions of or disciplinary measures imposed by our Association to Netball Qld. Appeals must be based on either a denial of natural justice, because of unjust or unreasonable disciplinary measure(s) being imposed, or on the grounds that the decision was not supported by the information/evidence presented and available to the decision maker/Association.

10 Amendment and Interpretation

10.1 This Policy may be amended from time to time by Hinterland District Netball Association.

10.2 Headings used in this Policy are for convenience only and shall not be deemed part of the substance of this Policy or to affect in any way the language of the provisions to which they refer.

10.3 Words in the singular include the plural and vice versa.



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- 10.4 Reference to “including” and similar words are not words of limitation.
- 10.5 The Definitions shall be considered an integral part of this Policy.
- 10.6 The Attachments shall be considered an integral part of this Policy.
- 10.7 This Policy shall apply from its specified effective date.
- 10.8 Words importing a gender include any other gender.
- 10.9 A reference to a clause is a reference to a clause or sub clause of this Policy.
- 10.10 Where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings.
- 10.11 In the event any provision of this Policy is determined invalid or unenforceable, the remaining provisions shall not be affected. This Policy shall not fail because any part of this Policy is held invalid.
- 10.12 Except as otherwise stated herein, failure to exercise or enforce any right conferred by this Policy shall not be deemed to be a waiver of any such right nor operate so as to bar the exercise or enforcement thereof or of any other right on any other occasion.

11 Definitions

- 11.1 These Definitions set out the meaning of words used in this Policy and its attachments without limiting the ordinary and natural meaning of the words. State/Territory specific definitions and more detail on some of the words in this dictionary can be sourced from the relevant State/Territory child protection commissions or equal opportunity and anti-discrimination commissions.
- 11.2 Unless otherwise stated, words that are not defined in this Framework and Rules will have the same meaning as in Hinterland District Netball Association Constitution.

Abuse	Is a form of harassment and includes physical abuse, emotional abuse, sexual abuse, neglect and abuse of power. Examples of abusive behaviour include bullying, humiliation, verbal abuse and insults.
Activity	To encompass all Netball Queensland organised events. Including but not limited to competitions, player camps, team selections, trainings, meetings, courses and presentations.
Advanced, Elite & High Performance Coach	Representative, talent identification and state league level coaches, as amended and updated from time to time.



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Ambient Temperature	Temperature of the surrounding air, not taking into account humidity or wind in the air.
Athlete	Any individual who is involved in the playing of netball at a Hinterland District Netball Association Netball Queensland, Netball Australia or International Netball Federation endorsed or managed event, competition or program.
Athlete and Team Support Personnel	Doctor, Physiotherapist, Massage Therapist, Performance Analyst, Nutritionist, Psychologist, Strength and Conditioning, Dietician or other personnel working with, treating or assisting and athlete preparing for or participating in netball.
Child	Means a person who is under the age of 18.
Child abuse	<p>Involves conduct which puts a child at risk of harm and may include:</p> <p>physical abuse by hurting a child or a child's development (e.g. hitting, shaking or other physical harm; giving a child alcohol or drugs or training that exceeds the child's development or maturity)</p> <p>sexual abuse by adults or other children, where a child is encouraged or forced to watch or engage in sexual activity or where a child is subject to any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography including child pornography, or inappropriate touching or conversations)</p> <p>emotional abuse, by ill-treating a child (e.g. humiliation, taunting, sarcasm, yelling, negative criticism, name-calling, ignoring or placing unrealistic expectations on a child)</p> <p>neglect (e.g. failing to give a child food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury).</p>
Coaches	As described in Netball Australia's coach accreditation framework as amended and updated from time to time. Tiers include Advanced Coach, Elite Coach and High Performance Coach. Tier levels – Foundation, Beginner, Intermediate, Advanced & Elite & High Performance.
Codes of Behaviour	Hinterland District Netball Association Codes of Behaviour as amended from time to time.
Complainant	Means the person making a complaint.
Complaint	Means a complaint made under Clause 16 of this Policy.
Complaint handler/ manager	Means the person appointed under this Policy to investigate a complaint.
Conduct that may bring netball into disrepute	Conduct that is dishonest, fraudulent, corrupt, illegal, unethical, improper, unsafe and conduct that may cause financial or reputational loss.
Dehydration	Loss of body water and salts essential for normal body function. Excessive dehydration in a sporting environment may lead to heat exhaustion and heat stroke.



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<p>Discrimination</p>	<p>Occurs when someone is treated unfairly or less favourably than another person in the same or similar circumstances because of a particular personal characteristic. This is known as direct discrimination. Indirect discrimination occurs when a rule, policy or practice disadvantages one group of people in comparison with others, even though it appears to treat all people the same.</p> <p>In Australia, it is against the law to discriminate against someone because of their:</p> <ul style="list-style-type: none"> • age • disability • family/carer responsibilities • gender identity/transgender status • homosexuality and sexual orientation • irrelevant medical record • irrelevant criminal record • political belief/activity • pregnancy and breastfeeding • race • religious belief/activity • sex or gender • social origin; • trade union membership/activity. <p>Some State/Territories include additional protected characteristics, such as physical features or association with a person with one or more of the characteristics listed above.</p> <p>Examples of discrimination are available on the Play by the Rules website: www.playbytherules.net.au/legal-stuff/discrimination</p> <p>Some exceptions to State/Territory and Federal anti-discrimination law apply, such as:</p> <ul style="list-style-type: none"> • holding a competitive sporting activity for boys and girls only who are under the age of 12, or of any age where strength, stamina or physique is relevant • not selecting a participant if the person's disability means he or she is not reasonably capable of performing the actions reasonably required for that particular activity.
<p>Drizzle</p>	<p>To rain gently in fine, mist like drops</p>
<p>Employee Personnel</p>	<p>Any Person or Persons employed by or contracted to Hinterland District Netball Association.</p>
<p>Fog</p>	<p>Condensed water vapour in cloudlike masses lying close to the ground and limiting visibility</p>



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Frost	A deposit of minute ice crystals formed when water vapour condenses at a temperature below freezing
Harassment	<p>Any type of behaviour that the other person does not want and is likely to make the person feel intimidated, insulted or humiliated. Unlawful harassment can target a person because of their race, sex, pregnancy, marital status, sexual orientation or some other personal characteristic protected by law (see the list under “Discrimination”).</p> <p>Public acts of racial hatred which are reasonably likely to offend, insult, humiliate or intimidate are also prohibited. This applies to spectators, participants or any other person who engages in such an act in public. Some States/Territories also prohibit public acts that vilify people on other grounds such as homosexuality, gender identity HIV/AIDS, religion and disability (see also “Vilification”).</p>
Hearings Officer	Means a person appointed by an organisation who is responsible for the administration of hearings by the hearings tribunal.
Heat Exhaustion	A form of heat illness characterised by a high heart rate, dizziness, headache, loss of endurance/skill/confusion and nausea
Heat Illness	Occurs with high intensity activity that elevates body temperature and or prolonged exposure to hot weather
Heat stroke	A form of heat illness with characteristics similar to heat exhaustion in conjunction with dry skin and confusion. Heat stroke may arise in a participant who has not been identified as suffering from heat exhaustion and has persisted in further activity
High Performance Coach	Australian Netball League, State/Territory and top level State League coaches, as amended and updated from time to time.
Individual Member	Means a registered financial individual member of a Member or Affiliate of Hinterland District Netball Association (as the case may be).
Intermittent	Stopping and starting at intervals
Junior	Means a person under the age of eighteen (18) years who is participating in an activity of the Hinterland District Netball Association
Lightning	a flash of light in the sky, occurring during a thunderstorm and caused by a discharge of electricity, either between clouds or between a cloud and the earth
Mediator	Means a person appointed to mediate complaints made under this Policy. It is preferable that the mediator has relevant skills, qualifications and/or training in mediation.
Member	Means a member for the time being of Hinterland District Netball Association under Section 3, Membership, in the Hinterland District Netball Association Constitution and includes Member Organisations, Affiliates, Individual Members and Service Award Holders.



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Member Protection	<p>A term used by the Australian sport industry to describe the practices and procedures that protect members – both individual members such as players, coaches and officials, and the member organisations such as clubs, State/Territory associations, other affiliated associations and the national body.</p> <p>Member protection involves:</p> <ul style="list-style-type: none"> • protecting those that are involved in sport activities from harassment, abuse, discrimination and other forms of inappropriate behaviour • adopting appropriate measures to ensure the right people are involved in an organisation, particularly in relation to those involved with juniors, and • providing education.
Member Protection Information Officer (MPIO)	Means a person trained to be the first point of contact for a person reporting a complaint under, or a breach of, this Policy. He or she provides impartial and confidential support to the person making the complaint.
National Child Protection Regulation	Means the specific requirements and/or processes that must be followed in a specific State or Territory in regards to child protection requirements. Where specific State legislation does not exist the national requirements must be followed.
National Complaint Handling Regulation	Means the national complaints, tribunal, investigation and mediation processes which must be followed by all Hinterland District Netball Association and Affiliates.
Natural justice (or procedural fairness)	<p>Requires that:</p> <ul style="list-style-type: none"> • both the complainant and the respondent must know the full details of what is being said against them and have the opportunity to respond • all relevant submissions must be considered • no person may judge their own case • the decision-maker(s) must be unbiased, fair and just • the penalties imposed must be fair.
Person	Individuals and organisations identified in Clause 5.
Police check	Means a national criminal history record check conducted as a pre-employment, pre-engagement or current employment background check on a person.
Policy, policy and this policy	Means this Member Protection Policy.
Privacy Act	<i>Privacy Act, 1988 (Cth)</i> which regulates how personal information is handled.
Respondent	Means the person whose behaviour is the subject of the complaint.



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Role-specific codes of behaviour	Means standards of conduct required of people holding certain roles in netball (e.g. coaches, officials, umpires).
Sexual harassment	<p>Means unwanted, unwelcome or uninvited behaviour of a sexual nature which could reasonably be anticipated to make a person feel humiliated, intimidated or offended. Sexual harassment can take many different forms and may include unwanted physical contact, verbal comments, jokes, propositions, displays of pornographic or offensive material or other behaviour that creates a sexually hostile environment.</p> <p>Sexual harassment is not behaviour based on mutual attraction, friendship and respect. If the interaction is between consenting adults it is not sexual harassment.</p>
Sexual offence	<p>Means a criminal offence involving sexual activity or acts of indecency. Because of differences under State/Territory laws, this can include but is not limited to:</p> <ul style="list-style-type: none"> • rape • indecent assault • sexual assault • assault with intent to have sexual intercourse • incest • sexual penetration of child under the age of 16 • indecent act with child under the age of 16 • sexual relationship with child under the age of 16 • sexual offences against people with impaired mental functioning • abduction and detention • procuring sexual penetration by threats or fraud • procuring sexual penetration of child under the age of 16 • bestiality • soliciting acts of sexual penetration or indecent acts • promoting or engaging in acts of child prostitution • obtaining benefits from child prostitution • possession of child pornography • publishing child pornography and indecent articles.
Storm	An atmospheric disturbance manifested in strong winds accompanied by rain, snow, and/or other precipitation and often by thunder and lightning
Therapeutic Use Exemption (TUE)	An exemption for the legitimate use of a Prohibited Substance and Method granted in accordance with the International Standard for Therapeutic Use Exemptions under an applicable anti-doping policy or granted under a Rule.



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Transgender	Is a general term applied to individuals and behaviours that differ from the gender role commonly, but not always, assigned at birth. It does not imply any specific form of sexual orientation.
Thunder	The crashing or booming sound produced by rapidly expanding air along the path of the electrical discharge of lightning
Umpire	An official who umpires at Hinterland District Netball Association sanctioned event, selection trial, clinics, Regional Academy and any event endorsed by Hinterland District Netball Association
Victimisation	Means subjecting a person, or threatening to subject a person, to any unfair treatment because that person has or intends to pursue their right to make any complaint, including a complaint under government legislation (e.g. anti-discrimination) or under this Policy, or for supporting another person to make complaint.
Vilification	Involves a person or an organisation doing public acts to incite hatred towards, serious contempt for, or severe ridicule of a person or group of people having any of the characteristics listed under the definition of "Discrimination".
Wet Bulb Globe Temperature (WBGT)	is a composite temperature used to estimate the effect of temperature, humidity, wind speed (wind chill, and visible and infrared radiation) (usually sunlight) on humans. It is used by industrial hygienists, athletes, and the military to determine approximate exposure levels to high temperature.

Attachment 1.1: SCREENING REQUIREMENTS

This attachment sets out the screening process for people in our Association who work, coach, supervise or have regular unsupervised contact with people under the age of 18 years.

Our Association will:

1. Identify positions that involve working, coaching, supervising or regular unsupervised contact with people under the age of 18 years.
2. Obtain a completed *Member Protection Declaration (MPD)* (Attachment 1.2) from all people who are identified in the above step and keep it in a secure place.
3. Provide an opportunity for a person to give an explanation if a MPD isn't provided or it reveals that the person doesn't satisfactorily meet any of the clauses in the MPD. We will then make an assessment as to whether the person may be unsuitable to work with



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people under the age of 18 years. If unsatisfied we will not appoint them to the allocated role/position.

4. Where possible, check a person's referees (verbal or written) about his/her suitability for the role.
5. Ask the people identified in step 1 to sign a consent form for a national criminal check (only committee members as required by Netball Qld by-laws).
6. Protect the privacy of any person who is checked and maintain confidentiality of any information obtained through the checking process.
7. Return information collected during screening (such as a completed MPD form, police records and referee reports) to the relevant person if that person is not appointed to the position, or otherwise be destroyed within 28 days of the date of the decision or the expiry of any appeal period, unless within that time the person requests that the documents be returned to them. For appointed persons, information will be kept on file in a secure location.



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Attachment 1.2: MEMBER PROTECTION DECLARATION

Our Association has a duty of care to all those associated with our Association. As a requirement of our Member Protection Policy, we must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I..... (name) of
.....(address)/...../..... born

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence, convictions for drug/alcohol related offences.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence, misuse of drugs/alcohol.
4. To my knowledge there is no other matter that the Association may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the President of the Association immediately upon becoming aware that any of the matters set out in clauses 1 to 4 above has changed.

Declared in the *State/Territory of*
on/...../.....(date) Signature

Parent/Guardian Consent (in respect of a person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:.....

Signature:.....

Date:



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Attachment 1.3: WORKING WITH CHILDREN CHECK REQUIREMENTS

QUEENSLAND

A person will need a Working with Children Check, also known as the **blue card**, if they propose to work in a paid or voluntary capacity or to carry on a business in a child-related area regulated by the *Commission for Children and Young People and Child Guardian Act 2000*. Once a person is checked and approved they are issued with a "blue card." Volunteers and paid employees employed in sporting organisations generally fall under the 'churches, Associations and associations' category of regulated employment. Volunteers and paid employees employed in private businesses may fall under the 'sport and active recreation' category of regulated employment. The check is a detailed national criminal history check including charges and investigations relating to children.

People such as those with previous convictions involving children are disqualified from applying for or renewing a blue card (refer to website below for details).

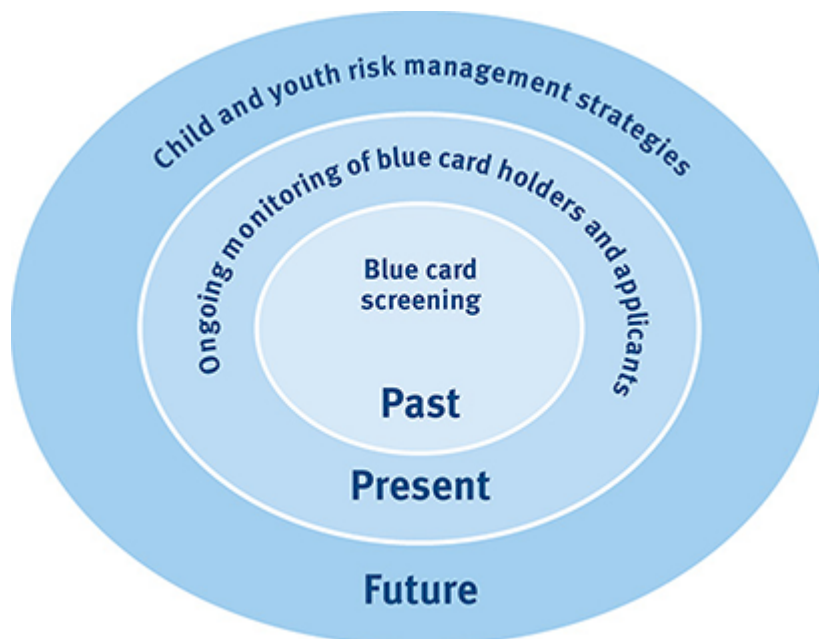
A blue card remains current for two years. Existing card holders will be notified by the Queensland Commission for Children and Young People and Child Guardian before their card expires.

In addition to obligations regarding the blue card, the Association must develop and implement a written child protection risk management strategy and review it each year.

For more information on the blue card, including current forms:

<http://www.bluecard.qld.gov.au/>

The blue card system





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The blue card system:

- is a key prevention and monitoring system of people working with children and young people in Queensland
- aims to minimise the risks of harm to children and young people by contributing to the creation of safe and supportive environments, and
- is founded on the principle that all children have a fundamental right to be protected from harm.

Key benefits:

- the **past** is risk managed through the initial assessment, which determines a person's eligibility to work with children, based on known police or disciplinary information
 - the **present** is risk managed through police information of all blue card or exemption card holders, which is continuously monitored so any changes are actioned appropriately, and
 - the **future** is risk managed by service providers, who are required to implement child and youth risk management strategies and review them annually.
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ATTACHMENTS

- PART A: Codes of Behaviour
 - PART B: Child Protection and Working with Children Requirements Policy
 - PART C: Anti-Discrimination Policy
 - PART D: Pregnancy Policy
 - PART E: Gender Identity Policy
 - PART F: Cyber Safety Policy
 - PART G: Complaints Handling Policy
 - PART H: Adverse Weather Policy
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