

# Skate Queensland Artistic

## CHILD AND YOUTH RISK MANAGEMENT STRATEGY 2024



**SKATE**  
QUEENSLAND

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## 1. STATEMENT OF COMMITMENT

Skate Australia, and therefore Skate QLD Artistic, are committed to ensuring that everyone involved with Skate Sports is treated with respect and dignity and is protected from abuse, bullying, harassment, sexual misconduct, unlawful discrimination, victimisation, and vilification.

This Policy seeks to ensure that everyone involved in our Skate Sports is aware of their rights and responsibilities. This Policy sets out the standards of behaviour expected of those involved in our Skate Sports and the behaviours that are not acceptable ('Prohibited Conduct').

Adapted from <https://www.skateaustralia.org.au/sportintegrity>  
[Member Protection](#)

Skate Australia, and therefore Skate QLD Artistic, are committed to safeguarding and promoting the welfare of Children in Skate Sports by providing a safe and inclusive environment and by ensuring that everyone involved in Skate Sports is educated and informed of their responsibilities to protect and look after Children.

Skate Australia, and therefore Skate QLD Artistic, aim to create and maintain an inclusive, child-safe environment that is understood, endorsed, implemented, and adhered to by everyone involved in Skate Sports.

This Policy is part of Skate Australia's proactive and preventative approach to upholding its commitment to the safety, wellbeing, participation, and empowerment of all Children who access Skate Sports.

This Policy seeks to ensure that everyone involved in our Skate Sports is aware of their rights and responsibilities in relation to Children. This Policy sets out the standards of behaviour expected of those involved in our Skate Sports and the behaviours that are not acceptable ('Prohibited Conduct').

This Policy imposes obligations on Skate Australia and affiliated organisations in relation to responding to allegations of Prohibited Conduct, including by reporting suspected Child Abuse to the appropriate authorities, and to implementing a commitment to child safety and child-safe practices, including recruitment and screening of staff and volunteers.

Skate Australia, and therefore Skate QLD Artistic, is committed to safeguarding everyone involved in our organisation including Children in our care, ensuring that they feel and are safe. Skate Australia Child Safe Practices have been developed to identify and prevent behaviour that may be harmful to the Children in our sport.

Skate Australia, and therefore Skate QLD Artistic, are committed to ensuring the safety and wellbeing of all Children that are involved in our sport. Our policies and procedures seek to address risks to child safety and to establish child safe culture and practices. Skate Australia and Skate QLD Artistic are committed to ensuring the safety and wellbeing of all Children that are involved in our sport. Our policies and procedures seek to address risks to child safety and to establish child safe culture and practices.

Adapted from <https://www.skateaustralia.org.au/sportintegrity>

## Child Safeguarding

Our organisation is committed to ensuring the safety and wellbeing of all children and young people and will endeavour to provide a safe and supportive service environment for children and young people by -

- **understanding** the different types of child abuse;
- **identifying** potential risks and dangers to children and managing those risks;
- **developing** guidelines and processes that clearly outline how to respond to child protection issues;

Skate Australia National Integrity Framework applies to all Activities organised or authorised by Skate Australia or a Member Organisation and will be adopted in full by each Sport Organisation. All should be familiar with the information in all documents.

<https://www.skateaustralia.org.au/sportintegrity>

## National Integrity Framework

Skate Australia has developed the Skate Australia National Integrity Framework which applies to all Activities organised or authorised by Skate Australia or a Member Organisation and will be adopted in full by each Sport Organisation.

## 2. **CODE OF CONDUCT**

We seek to provide a safe, fair and inclusive environment for everyone involved in our organisation and in our sport.

To achieve this, we require certain standards of behavior by players/athletes, coaches, officials, administrators, parents/guardians (of child participants) and spectators.

All committee members and coaches are required to complete the Sports Integrity Australia modules online training, for an understanding of child protection guidelines, non harassment & discrimination principles as per Modules listed as the end of this document. Officials are to complete The Anti Doping Fundamentals Module. Modules required for skaters, coaches and committee members are outlined in a separate document which is revised each year and sent out to clubs to distribute.

Refer to Sport Integrity Skate Australia - <https://www.skateaustralia.org.au/sportintegrity>

### (a) **Who is bound by this policy**

This policy applies to all persons who are involved with the activities of Skate QLD Artistic including but not limited to all categories listed below, whether they are in a paid or unpaid/voluntary capacity at all levels including National, State and Club:

- Persons appointed or elected to SA Boards, committees and subcommittees
- employees of Skate QLD Artistic;
- members of the Skate QLD Artistic Technical Committee
- 
- support personnel, including managers, physiotherapists, psychologists, masseurs, sport trainers and others;
- coaches and assistant coaches;
- athletes;
- officials;
- members, including life members of Skate QLD Artistic;

- athletes, coaches, officials and other personnel participating in events and activities, including camps and training sessions, held or sanctioned by Skate Australia and Skate QLD Artistic; and
- 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 or employment with SA if disciplinary action against that person has begun.

It is also intended this policy will apply to:

- member associations
- affiliated clubs and associated organisations.
- any other associations, such as QAACC

## **National Integrity Framework**

### **(b) Organisational responsibilities**

Skate QLD Artistic and all affiliated clubs and any other affiliated organisations must:

- adopt, implement and comply with this policy
- ensure that this policy is enforceable
- publish, distribute and promote this policy and the consequences of any breaches of the policy
- promote and model appropriate standards of behaviour at all times
- ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies
- review this policy annually.

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#) 3. Requirements

### **(c) Individual responsibilities**

Individuals bound by this policy must:

- make themselves aware of the contents of this policy; comply with all relevant provisions of the policy, including any codes of conduct and the steps for making a complaint or reporting possible child abuse set out in this policy;
- consent to the screening requirements set out in this policy, and any state Working with Children Checks if the person holds or applies for a role that involves regular unsupervised contact with a child or young person under the age of 18 or where otherwise required by law;
- treat other people with respect;
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour;
- comply with any decisions and/or disciplinary measures imposed under this policy
- comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour
- promote equity and respect diversity

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#) Annexure B: Child Safety Commitment Statement 1.2  
<https://www.skateaustralia.org.au/policies> By Law 27 Inclusion Policy

**(d) Supervision of children and young people**

Our organisation is committed to providing a safe environment for the participation of children and young people. Part of this is ensuring that children and young people are not left alone after practice or competitions.

We will:

- Make sure parents/guardians and children know the time and location of practice and games and when they can expect to collect their children.
- Request coaches and other sporting personnel to arrive before scheduled practice or game times.
- Clubs should give coaches a register of parent/guardian emergency contact numbers and make sure they have access to a phone.
- Clubs and parents should ensure that there is adequate care of minors.

<https://www.skateaustralia.org.au/sportintegrity> [Child Safeguarding](#) 2.5\_ Supervision

**(e) Physical contact**

Physical contact is **appropriate** if it:

- is used to assist in skill development - to demonstrate a skill or for instructional purposes as part of an activity – this must be done within sight of others at all times
- is required for the child's safety
- occurs with the player's understanding and permission
- is for the child's benefit, not adult gratification
- occurs in an open environment.
- to treat an injury
- give sports massage
- prevent or respond to an injury
- meet the specific requirements of the sport

Physical contact is **inappropriate** if it:

- includes touching the groin, genital area, buttocks, breasts or any part of the body that may cause distress or embarrassment
- frightens, distresses or embarrasses a child
- destroys their trust
- occurs in a private place.
- Is violent or aggressive behaviour such as hitting, kicking, slapping or pushing
- touching of a sexual nature.

Refer <https://www.skateaustralia.org.au/sportintegrity> [Child Safeguarding](#)  
2.8 Physical Contact with Children

**(f) Avoid being alone with a child**

To protect yourself and the child from risk:

- Do not isolate yourself and a child and avoid being alone with any particular child
- If a child approaches you and wants to talk to you privately about a matter, do so in an open area and in sight of other adults (e.g. other coaches, officials or parents/guardians)

- Before going into change rooms knock or announce that you will be coming in. Try to have at least one adult with you in a change room with children

*Play by the Rule*

## **(g) Coaches**

As a coach appointed by Skate Australia Inc or a Member Organisation you must meet the following requirements in regard to your conduct during any activity held or sanctioned by Skate Australia Inc or a Member Organisation and in any role you hold within Skate Australia Inc or a Member Organisation:

- Treat all students with respect at all times. Be honest and consistent with them. Honour all promises and commitments, both verbal and written.
- Provide feedback to students and other athletes in a caring sensitive manner to their needs. Avoid overly negative feedback.
- Recognise students' rights to consult with other coaches and advisers. Cooperate fully with other specialists (eg. sports scientists, doctors, physiotherapists etc).
- Treat all students fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and any other condition.
- Encourage and facilitate students' independence and responsibility for their own behaviour, performance, decisions and actions.
- Involve the students in decisions that affect them.
- Determine, in consultation with students and others, what information is confidential and respect that confidentiality.
- Encourage a climate of mutual support among your students.
- Encourage students to respect one another and to expect respect for their worth as individuals regardless of their level of play.
- At all times use appropriate training methods which in the long term will benefit the students and avoid those which could be harmful.
- Ensure that the tasks/training set are suitable for age, experience, ability and physical and psychological conditions of the students.
- Be acutely aware of the power that you as a coach develop with your students in the coaching relationship and avoid any sexual intimacy with students that could develop as a result.
- Avoid situations with your students that could be construed as compromising.
- Actively discourage the use of performance enhancing drugs, the use of alcohol and tobacco and illegal substance.
- Respect the fact that your goal as a coach for the student may not always be the same as that of the student. Aim for excellence based upon realistic goals and due consideration for the student's growth and development.
- Recognise individual differences in students and always think of the student's long-term best interests.
- Set challenges for each student which are both achievable and motivating.
- At all times act as a role model that promotes the positive aspects of sport and of Skate Australia Inc. by maintaining the highest standards of personal conduct and projecting a favourable image of Skate Australia Inc. and of coaching, at all times.
- Do not exploit any coaching relationship to further personal, political, or business interests at the expense of the best interests of your students.
- Encourage students and coaches to develop and maintain integrity in their relationship with others.

- Respect other coaches and always act in a manner characterised by courtesy and good faith.
- When asked to coach a student, ensure that any previous coach-student relationship has been ended by the student-others in a professional manner.
- Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
- Know and abide by Skate Australia Inc. rules, regulations and standards, and encourage students to do likewise. Accept both the letter and the spirit of the rules.
- Be honest and ensure that qualifications are not misrepresented.
- Be open to other people's opinion and willing to continually learn and develop.

<https://www.skateaustralia.org.au/policies> Refer to Junior Sports Policy

#### (h) **Staff and Volunteers**

Our staff and volunteers know the behaviour we expect

- We ensure that each person involved in our delivery of services to Children understands their role and the behaviour we expect in relation to keeping Children safe from abuse and neglect through application of our Child Safe Practices.
- We utilise clear position descriptions which clearly state relevant child safe requirements.
- We have Child Safe Practices, which are approved and endorsed by Sport Integrity Australia and the Skate Australia Board that outlines our expectations for behaviour towards Children.
- Our staff and volunteers are given a copy of and have access to the Child Safe Practices.
- Our staff and volunteers indicate, in writing, that they have read and are committed to the Child Safe Practices.

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#)

#### (i) **Child Safe Practices**

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#)

Refer Annexure B : Child Safe Practices

#### (j) **Acceptance of gifts and other items for personal benefit**

Anything offered - as a result of their official duties which provides a personal advantage is considered a gift or an item of personal benefit.

In certain circumstances it may be possible to accept small gifts. Some examples are:

- A gift of "nominal value" in a situation where gifts are generally being distributed (e.g. exchange of small items at Christmas or as a thank you)

*AIS Code of Conduct 2.4*

#### (k) **Transportation of children**

Refer to <https://www.skateaustralia.org.au/sportintegrity>



**(l) International Team Travel**

- Team travel for all teams must be coordinated through and approved by the appointed team manager.
- All Team Members may make arrangements through the appointed Team Manager using flights and airline as chosen by the Team Manager.
- Team members electing to make their own must comply with the following conditions:
  - Senior Team Members (e.g. over the age of 18 as at the 1st January in the year of the competition) may elect to make their own travel arrangements using an airline of their choice or frequent flyer points
  - Junior Team Members may elect to make their own travel arrangements using an airline of their choice or frequent flyer points only on the following condition:
    - ❖ That their parent/guardian provides a letter to Skate Australia giving permission for their son/daughter to travel separately from the team and nominating the responsible guardian who will travel with their child until they are checked in with the Team Manager at a time and place to be determined by the Team Manager
    - ❖ All team members electing to make their own travel arrangements will be provided with a day, time and place to meet the Team Manager and it will be their responsibility to ensure that they arrive at this location by the time required at their own expense.
    - ❖ All team members electing to make their own travel will be provided with a departure date and time and it will be their responsibility for transfers from team accommodation.
- Junior Team Members return travel policy
  - Junior Team Members are required –
    - ❖ to provide a letter of permission from their parent/guardian advising who will be responsible for return travel should they not be traveling home with the team.
    - ❖ A copy of flight confirmation of flights booked through alternative arrangement must be provided to the appointed Team Manager or representative verifying the flight details. This applies to all team members whether under the age of 18 years or not.
    - ❖ All Skaters under the age of 12 are to be accompanied by a parent.
    - ❖ All skaters between the age of 12 and 18 must have an appointed guardian of the same sex.

Refer <https://www.skateaustralia.org.au/policies> *By Law 17 SA*

**Health and safety**

**(m) Emergency and evacuation procedures**

Clubs must complete the facility checklist and Facility Evaluation and Maintenance Checklist (<https://www.skateaustralia.org.au/policies> *By Law 11 SA*) when requesting to hold an event.

Skate QLD Artistic, other relevant people and Clubs will be familiar with the Emergency and Evacuation Procedures of the venues used.

There will be regular checking of the physical premises – floor of venues will be checked prior to a competition and for a competition over a couple of days will be swept/cleaned regularly.

**(n) Management of illness and injury**

The administration of First Aid –

- Permission from the skater or parent must be obtained in the treatment of an injury unless they are unconscious and cannot give permission and first aid must be attended to.

Refer to <https://www.skateaustralia.org.au/policies> *By Law 11 SA*) **Sanctions and Competitions**

*G.3 Risk Consequence Table – Artistic*

**(o) Dealing with infectious diseases and allergic reactions**

*Information to help you understand the issue Play by The Rules*

- Blood borne diseases include HIV and hepatitis B and C.
- Other infectious diseases include tinea (a fungal skin infection), chlamydia, gonorrhoea and scumpox (bacterial infections), genital warts and herpes (viral infections) and scabies and pubic lice (parasites).
- Although people can be exposed to infection by participating in sport, the risk of acquiring a blood borne virus is extremely low.
- People with blood borne diseases may be gay or straight, married or single, very young (e.g., under 10) or middle aged.
- Not everyone with an infectious diseases knows they have one.
- Covid 19 and other pandemic illnesses

Individuals and sporting clubs have the responsibility of playing their part in preventing the spread of infection through participation in sport. Players, officials, coaches, sports trainers and first aiders can be blood aware by following some simple guidelines and encouraging each other to do likewise. Clubs can be blood aware by adopting an infectious disease policy, providing information such as the pamphlet in the Blood Rules, OK kit to players (Sports Medicine Australia), and maintaining a safe and clean environment for players and spectators alike.

All sports, at both professional and amateur levels, should implement blood rules and Covid 19 rules and restrictions

- A player who is bleeding or has blood on their clothing must immediately leave the floor and seek medical attention.
- The bleeding must be stopped, the wound dressed and blood on the player's body or cleaned off before they return
- Skating must cease until all blood on the ground or equipment is cleaned up.
- Use gloves when handling blood or anything with blood on it
- You should treat all blood and body fluids as though they are potentially infectious.

When spills of blood or other body fluids happen, as far as is possible:

- avoid direct contact with blood or body fluids;
- cover any cuts on your hands/body with an appropriate dressing; and

- wear latex gloves.

Skaters should –

- Not share personal items, drink bottles, medication inhalers or any other personal equipment which may have blood, saliva or other body fluids present. These fluids can be present in very minute quantities and not visible to the human eye, but still harbour enough germs to spread infection from one person to another.

It is important that officials, coaches, chaperones are aware of any medical conditions that may impact on an athlete's participation. This includes, but is not limited to chronic infections, cardiovascular abnormalities, musculoskeletal problems such as arthritis and medical conditions such as asthma, diabetes and epilepsy.

- Club membership forms should include a section where a skater can provide confidential Medical Information
- Athletes with pre-existing medical conditions must obtain suitable medical clearance prior to participation in a skating event.
- Committee members & coaches will be responsible for making themselves aware of their skater's medical history and of medications that individual athletes may require e.g. Ventolin for asthma.
- All Medical History & injury record forms will be kept in a secure place.
- All reasonable steps will be taken to protect information that held against loss, misuse, modification, disclosure and from unauthorised access.
- Once personal information is no longer needed for any purpose, our organisation will take reasonable steps to destroy or permanently de-identify that personal information

Skaters:

- should carry relevant medication if required.
- with asthma should have up to date Asthma Management Plan or any other relevant medical management plan.
- Should be familiar with SIA information by completing Anti Doping Fundamentals and Annual Update.

Our organisation is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of discrimination, harassment and bullying.

We recognise that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

## (p) **Discrimination**

Unlawful discrimination involves the less favourable treatment of a person on the basis of one or more of the personal characteristics protected by State or Federal anti-discrimination laws.

Discrimination includes both direct and indirect discrimination:

- **Direct discrimination** occurs if a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.

- **Indirect discrimination** occurs if a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.

For the purpose of determining discrimination, the offender's awareness and motive are irrelevant.

<https://www.skateaustralia.org.au/sportintegrity>  
[Member Protection](#)

#### (q) **Harassment**

Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person and which happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.

The offensive behaviour does not have to take place a number of times, a single incident can constitute harassment.

Sexual harassment is one type of harassment. Sexual harassment involves unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

Every person is covered by the anti-discrimination laws that apply in their State as well as the Federal anti-discrimination laws.

The following is a list of all the personal characteristics that apply throughout Australia:

- gender;
- race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration;
- national extraction or social origin;
- marital status, relationship status, identity of spouse or domestic partner;
- pregnancy, potential pregnancy, breastfeeding;
- family or carer responsibilities, status as a parent or carer;
- age;
- religion, religious beliefs or activities;
- political beliefs or activities;
- lawful sexual activity;
- sexual orientation and gender identity;
- profession, trade, occupation or calling;
- irrelevant criminal record, spent convictions;
- irrelevant medical record;
- member of association or organisation of employees or employers, industrial activity, trade union activity;
- physical features;
- disability, mental or physical impairment;
- defence service; and
- personal association with someone who has, or is assumed to have, any of these personal characteristics.

Legislation also prohibits:

- racial, religious, homosexual, transgender and HIV/AIDS vilification; and
- victimisation resulting from a complaint.

Skate QLD Artistic is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and wellbeing, and we regard bullying in all forms as unacceptable in our organisation.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.

Whilst generally characterised by repeated behaviours, one off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- excluding or isolating a group or person;
- spreading malicious rumours; or
- psychological harassment such as intimidation.

Bullying includes cyber-bullying which occurs through the use of technology. 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. We will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint.

Refer to <https://www.skateaustralia.org.au/sportintegrity>  
[Complaints, Disputes and Discipline](#)

For further information - *SIA Website* has *The Harassment and Discrimination online course* that covers discrimination law and implications for sports clubs and associations. All coaches and committee members must complete this course and provide a copy of the certificate to Skate QLD Artistic Technical Chairperson.

<https://www.skateaustralia.org.au/policies>  
[Member Protection](#)  
[Child Safeguarding](#)

Coaches and officials are required to conduct themselves in a professional and appropriate manner in all interactions with athletes. In particular, they must ensure that

they treat athletes in a respectful and fair manner, and that they do not engage in sexual harassment, bullying, favouritism or exploitation.

We take the position that consensual intimate relationships between coaches or officials and the adult athletes they coach 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 or official and the athlete.

We recommend that if an athlete attempts to initiate an intimate relationship with a coach or official, the coach or official should discourage the athlete's approach and explain to the athlete why such a relationship is not appropriate.

If a consensual intimate relationship does exist or develop between an adult athlete and a coach or official, the coach or official is expected to ensure that the relationship is appropriate and that it does not compromise impartiality, professional standards or the relationship of trust the coach or official has with the athlete and/or other athletes.

In assessing the appropriateness of an intimate relationship between a coach or official and an adult athlete, relevant factors include, but are not limited to:

- the relative age and social maturity of the athlete;
- any potential vulnerability of the athlete;
- any financial and/or emotional dependence of the athlete on the coach or official;
- the ability of the coach or official to influence the progress, outcomes or progression of the athlete's performance and/or career;
- the extent of power imbalance between the athlete and coach or official; and
- the likelihood of the relationship having an adverse impact on the athlete and/or other athletes.

It will often be difficult for a coach or official involved in an intimate relationship with an adult athlete to make an objective assessment of its appropriateness and accordingly they are encouraged to seek advice from the Member Protection Information Officer, to ensure that they have not involved themselves in inappropriate or unprofessional conduct.

If it is determined that an intimate relationship between a coach or official and an adult athlete is inappropriate or unprofessional we may take disciplinary action against the coach or official up to and including dismissal. Action may also be taken to stop the coaching relationship with the athlete. This could include a transfer, a request for resignation or dismissal from coaching duties.

If a coach, official or athlete believes they are being, or have been, harassed they are encouraged to seek information and support from the Member Protection Information Officer. Our complaints procedure is outlined in Part D of this policy.

<https://www.skateaustralia.org.au/sportintegrity>  
**Member Protection**

Bullying behaviour can be incredibly varied. It can include:

- Physical bullying:
  - ❖ Hitting
  - ❖ Pushing
  - ❖ Spitting
  - ❖ Kicking
- Emotional bullying:
  - ❖ Name calling
  - ❖ Teasing
  - ❖ Social bullying:
    - ❖ Social exclusion
    - ❖ Starting and perpetuating rumours
    - ❖ Putdowns
- Drawing attention to a physical difference or disability
- Creating fear, stress and anxiety
- Threatening (e.g. threats of physical violence).

Bullying can be done in a variety of ways, e.g. directly – person to person intimidation or indirectly through texting, the internet and social media.

If bullying is taking place in your team:

- First and most important - STOP THE BULLYING from occurring;
  - ❖ Listen to both parties involved – give everyone a fair and reasonable chance to put their side of the story;
  - ❖ Ask some questions to help you gain a full understanding of the situation:
    - ✚ Was this a one off occurrence or has it been ongoing? Were there any witnesses? Who exactly was involved and what exactly did they do?
    - ✚ When and where did it happen?
- If after establishing all the facts there is clear evidence of bullying, adopt a zero-tolerance approach and remove the bully / bullies from the environment.

<https://www.skateaustralia.org.au/sportintegrity>  
[Complaints, Disputes and Discipline](#)

#### (r) Handling complaints

<https://www.skateaustralia.org.au/policies> Refer to [Member Protection Policy](#),

For further information SIA Module has *The Complaint Handling online course* that covers discrimination law and implications for sports clubs and associations. It is obligatory that all coaches and committee members complete this course and provide a copy of the certificate to Skate QLD Artistic Technical Chairperson.

#### (s) Parent and Guardian Involvement

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#)

2.12 Parent and Guardian Involvement

1.6 We encourage the involvement of children and their parents

**(t) Skate Australia Inc Parent/Guardian Code of Conduct – Photography policy**

Refer <https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#)

2.7 Photographs of Children

**(u) Photography and video at States**

An official photographer may be appointed who will be given the exclusive right to enter the rink surface for the purpose of taking photographs during presentations. However, the general public may take photographs from the edge of the skating floor as directed at any session. Flash photography is not permitted during events.

In the event of no official photographer being appointed, Skate Queensland (in accordance with the rules of World Skate) reserves all rights to the State Championships. Individuals will be permitted to video tape or film events for their own private use but no selling or copying will be permitted without the express approval of Skate Queensland Artistic Technical Committee in writing.

Photographs may be stored by committee members for use in promotion of State Artistic events.

**(v) Photography and video at National/State Events**

**Australian Artistic Notice of Championships**

If an official photographer is appointed, they will be given the exclusive right to enter the rink surface for the purpose of taking photographs during presentations. However, the general public may take photographs from the edge of the skating floor as directed at any session. Flash photography is not permitted during events.

Skate Australia reserves all rights to the Australian Championships. Individuals will be permitted to video tape or film events for their own private use but no selling or copying will be permitted without the express approval of Skate Australia in writing. When videoing or taking photos individual privacy considerations should be maintained.

The Championships may be live streamed depending on budget availability.

Rules for taking photographs and videos at leagues are outlined in programs as well as requirements.

Parents/coaches are only permitted to take photos/videos of their own child/skater unless permission has been given by the parent/guardian of the child/skater.

**(w) Photography at Seminars and other coach education Events**

Only coaches can photograph or video their own skaters during any classes.

Coaches may video skaters who are demonstrating for their own educational purposes in general classes however the video may NOT be posted to any open social media platform.



Any parents wishing to video their child must request in writing to qartcom12@gmail.com prior to the commencement of the seminar – this will only be considered for private lessons **not** classes. Only the coach of the skater having a private lesson is permitted to video during the private lessons. No-one else is permitted to video except parents (if permission has been granted by QAC as outlined above).

**(x) Photography at Events**

At times during events organised by Skate QLD, skaters may be videoed by event organisers or the Technology committee for use in judging or educating officials.

- **Photography at Accreditations** – there is strictly no photography of any kind at a coach accreditation by parents, skaters or others at the venue – unless the presenter wishes to video and use as a teaching tool.

**(y) Technology and social media**

**Social networking**

<https://www.skateaustralia.org.au/policies> Refer to [Social Media Policy](#) By Law 26

SA acknowledges the enormous value of social networking to promote our sport and celebrate the achievements and success of the people involved in our sport.

Social networking refers to any interactive website or technology that enables people to communicate and/or share content via the internet. This includes social networking websites such as Facebook and Twitter.

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

In particular, social media activity including, but not limited to, postings, blogs, status updates, and tweets:

- must not contain material which is, or has the potential to be, offensive, aggressive, defamatory, threatening, discriminatory, obscene, profane, harassing, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate;
- must not contain material which is inaccurate, misleading or fraudulent;
- must not contain material which is in breach of laws, court orders, undertakings or contracts;
- should respect and maintain the privacy of others; and
- should promote the sport in a positive way.

<https://www.skateaustralia.org.au/policies> Refer to [Social Media Policy](#) [By Law 2](#)

**(z) Substance use including: smoking, consumption of alcohol and use of other drugs and medications**

*Refer to warning from SIA supplement use*

<https://www.skateaustralia.org.au/policies>

Refer to Improper Use of Drugs and Medicines Policy,

[Anti-Doping](#)

[Child Safeguarding](#)

**(aa) Confidentiality and privacy**

Skate Australia and Member Organisations shall ensure its Employees and contractors act in a discreet and confidential manner in discharging their obligations under this Framework.

**[National Integrity Framework](https://www.skateaustralia.org.au/sportintegrity)**

<https://www.skateaustralia.org.au/sportintegrity>

**[Complaints, Disputes and Discipline](#)** 3.7 Confidentiality 3.8 Public Disclosure of Sanctions, 5.4 External Referral, 10.3 Recording Decisions and Outcomes

<https://www.skateaustralia.org.au/policies> Refer to [Privacy Policy](#)

Information to the media in relation to State run events can only be provided by the Skate QLD Artistic Technical Committee.

**3. PROCEDURES FOR RECRUITING, SELECTING, TRAINING AND MANAGING STAFF**

**(a) Screening processes**

**[National Integrity Framework](#)** 2. Jurisdiction 6. Additional Responsibilities

6.2 Relevant Person Responsibilities

**[Member Protection](#)** 2. Jurisdiction

**[Child Safeguarding](#)** 2. Jurisdiction 3. Requirements of Relevant Persons and Organisations  
Annexure C: Recruiting and Selection, Appendix 1,2 and 3

**(b) Staff training**

**[National Integrity Framework](#)** 5.5 Education, 5.6 Recruitment of Employees and Volunteers,

**[Child Safeguarding](#)** Annexure B: Child Safe Practices and Commitment, Annexure C:  
Recruiting and Selection, Appendix 1,2 and 3

Refer Coach Accreditation Courses Refer Sk8Info webpage <https://www.sk8info.org.au>

**(c) Management of staff (professional development and performance appraisal)**

<https://www.skateaustralia.org.au/sportintegrity>  
**[Complaints, Disputes and Discipline](#)**

**4. PROCEDURES FOR HANDLING DISCLOSURES OR SUSPICIONS OF HARM**

**(a) What constitutes abuse and harm**

<https://www.skateaustralia.org.au/policies>  
**[Complaints, Disputes and Discipline](#)**  
**[Member Protection Policy](#)**,

**(b) Dictionary of terms**

**[National Integrity Framework](#)** Definitions

**[Member Protection Policy](#)** [1. Definitions](#)

[Child Safeguarding](#) 1. Definitions

[Complaints, Disputes and Discipline](#) 1. Definitions

*Sports Integrity Australia* has an online training section for everyone involved in sport and recreation organisations, including: coaches, administrators, officials, players, parents and spectators. These are free courses on some of the most important topics in sport, including: child protection, harassment and discrimination and complaint handling. Courses to be completed are - *The Harassment and Discrimination online course and The Complaint Handling online course*

These courses are obligatory for all Coaches and Committee members who must provide a copy of the SIA certificate to the Skate QLD Artistic Technical Committee:

- what child abuse is
- your rights and responsibilities under child protection laws
- how the laws apply to sporting organisations, clubs, their employees and volunteers
- when, where and how to report incidents
- how to establish a welcoming and inclusive environment at your club or organisation

This will help to create safer, fairer and more inclusive environments for all people involved in sport.

**(c) Managing suspicions or disclosures of harm**

[Member Protection Policy](#)

4. Complaints, Disputes and Discipline Policy

[Child Safeguarding](#) 5. Reporting, 6. Complaints, Disputes and Discipline Policy

[Complaints, Disputes and Discipline](#)

**(d) Reporting processes for a suspicion or disclosure of harm**

[Member Protection Policy](#)

4. Complaints, Disputes and Discipline Policy

[Child Safeguarding](#) 5. Reporting, 6. Complaints, Disputes and Discipline Policy

[Complaints, Disputes and Discipline](#)

**(e) Conducting a review of your policies and procedures after an incident**

<https://www.skateaustralia.org.au/policies>

**5. A PLAN FOR MANAGING BREACHES OF YOUR RISK MANAGEMENT STRATEGY**

[National Integrity Framework](#)

[Child Safeguarding Policy](#)

[Complaints, Disputes and Discipline](#)

<https://www.skateaustralia.org.au/sportintegrity> Conduct and Disciplinary Procedures

**(a) Complaints procedure**

<https://www.skateaustralia.org.au/sportintegrity>

[Complaints, Disputes and Discipline](#)

<https://www.skateaustralia.org.au/policies> Refer to [Member Protection Policy](#),

[Child Safeguarding Policy](#)

## 6. **POLICIES FOR COMPLIANCE WITH THE REQUIREMENTS OF THE BLUE CARD SYSTEM**

Our strategy document will be reviewed annually.

### (a) **Blue card requirements**

<https://www.skateaustralia.org.au/sportintegrity>  
[Child Safeguarding](#) 5. Working with Children check

The Skate Queensland Artistic Technical Chairperson will be the contact person to whom clubs provide the blue card details. This person will also send a reminder to the clubs and CAOC when blue cards expire if they haven't been updated and sent to Skate Queensland Artistic Technical Committee.

Clubs must also send the Artistic Technical Committee a list of committee members after elections occur each year ensuring that all committee members have a current blue card.

The CAOC Chair will also ensure that all officials have up to date blue cards and provide this information annually at the beginning of each year and throughout the year when new officials make application to become an official.

Clubs must also ensure that all coaches have a current blue card and upload the Blue Card to the relevant cloud account at the beginning of each year. This will be recorded on Revolutionise by the State Administrator.

All club committee members must complete provide relevant information to Chair of Skate QLD Artistic Technical Committee to link on the Blue Card Portal. For those who have to have a Blue Card for another organisation must complete a linking form with Skate QLD.

<https://www.skateaustralia.org.au/policies> Refer to [Member Protection Policy](#),  
[Child Safeguarding Policy](#)

## 7. **RISK MANAGEMENT PLANS FOR HIGH RISK ACTIVITIES AND SPECIAL EVENTS**

<https://www.skateaustralia.org.au/policies>

*By Law 11*

- *G.3 Risk Consequence Table – Artistic*
- *Attachment C. Skate Australia - Facility Check List*
- *Attachment D. Skate Australia -Pre Activity Safety Checklist*

Copies of this document will be forwarded by email to all clubs and CAOC Chair to distribute so all members are aware of the information contained in the document. A copy will also be sent to the Administrator of Skate QLD.

Skate Australia members will be invited to give feedback during the annual review. As well clubs will be required to send a copy of their policy to the Skate QLD Administrator and the Chair of Skate QLD Technical Committee.

## 8. **STRATEGIES FOR COMMUNICATION AND SUPPORT**

Information about our policy and procedures will be emailed to clubs and CAOC chair for distribution

*SIA Module – Course for Coaches* - Mandatory for coaches.

- Coaches should explain to players/athletes expected “on the field” behaviour, talk to them about respectful and appropriate conduct on social media;
- Model good online behaviour, and
- Inform players and/or parents if you want to video the athlete as a tool to analyse and improve performance. Be specific about content storage and deletion.

### (a) **Mandatory Modules**

Please note it is obligatory that all coaches and committee members complete this modules and provide a copy of the certificate to Skate QLD Artistic Technical Committee (qartcom12@gmail.com)

- *The Harassment and Discrimination online course,*
- *The Complaint Handling online course*

These are found on -

*Sports Integrity Website* <https://elearning.sportintegrity.gov.au>