



Child Safeguarding Policy and Procedure

Table of Contents

1. Administration..... 2
 Purpose 2
 Definitions 2
 Roles and Responsibilities..... 3
2. Child Safe Recruitment 4
 Requirement to hold a Working with Children Check 4
 Reference Checks 5
 Code of Conduct..... 5
3. Complaints Handling..... 6
 Complaints Policy 6
4. Child Safety..... 7
 Requirements to comply with Child Abuse Reporting obligations..... 7
 Management of Allegations of Child Abuse or Neglect by a Crows Official, Coach or
 Manager 8
 Management of Barred WWCC for Coaches, Managers or Officials from matters arising
 outside of the APCJACFLC 9
 Management of Suspected Child Abuse or Neglect of Crows players by parents,
 guardians or other members of the community 10
 When a child is not collected from training..... 11
 Managing Game Day Spectator Behaviour 12
5. Bullying and Harassment..... 13
6. Online Safety..... 14
7. Photography (Official, Third-party and Parental) 15
 Official Photography..... 15
 Third-Party Photography 15
 Parental Photography..... 16
8. Child Safe Sport Education 17
 Training for the Committee and the Coaches..... 17
 Education for Parents..... 17
 Education for Players 17



1. Administration

Purpose

In NSW, all sporting clubs are listed as Child Safe Organisations and are regulated under Part 3A of the Children's Guardian Act 2019 - Child Safe Scheme (The Scheme). The Scheme was developed to operationalise the 10 Child Safe Standards in response to the Royal Commission on Institutional Responses to Child Sexual Abuse.

As a sporting club, the Albion Park Crows Junior AFL Club (the Crows / the Club) are required to comply with the NSW Child Safe Standards and enforce policies and procedures for child safeguarding that align with NSW Legislation and regulations in regard to child safety and child protection. As a member of the Australian Football League (AFL) the Crows are required to uphold satisfactory standards of child safeguarding practice.

All children and young people have the right to be safe and to be protected from harm. To achieve this, the adults who hold power in the lives of children must be trained to understand their responsibilities to protect children from harm both proactively through adherence to policy and guidelines, good governance and fostering a culture of speaking up and reactively by responding appropriately when complaints or allegations are made about members of the Club. As a child safe organisation, the members of the Committee, the coaches and ground staff are required to understand their obligations to report suspected harm both on and off the field to the NSW Child Protection Helpline.

The Crows have developed a public Child Safe Commitment which affirms the Club's views and intentions on keeping the children and young people who are affiliated with the club safe from harm. This policy is intended to underpin the Commitment and provide the practical elements that bring the Commitment to life.

Definitions

AFL	Australian Football League
APCJAFLC	Albion Park Crows Junior Australian Football League Club Ltd
Child	A person under the age of 16 years.
Child Safety Coordinator	The person responsible for all child safeguarding matters within the club including training, child safety complaint handling, working with children checks and implementation of the Child Safe Standards.
Child Safe Ground Official	A person trained to ensure that game days are safe and supportive for the players.
Coach	A person who supports players to achieve their AFL goals and have fun through training and guidance on game days.
Committee Member / Club Official	A person responsible for the administration of the Albion Park Crows Junior AFL Club. This includes but is not limited to Crows Official/Officer Bearer such as the President, Vice President, Secretary or Treasurer.



Manager	A person who supports the Coach to manage the team.
NSW Office of the Children's Guardian	The regulatory body responsible for the oversight of the Child Safe Scheme in NSW.
Player	Any child or young person under the age of 18 who trains with or plays for the Albion Park Crows Junior AFL Club.
President	Head of the Albion Park Crows Junior AFL Club
Subject of Allegation	A person(s) alleged to have harmed a child or young person.
Young Person	A person who is aged 16-17 years of age.

Roles and Responsibilities

Head of Entity - The Club President assumes this role and is responsible for the oversight of complaint handling and child safety in conjunction with the Child Safety Coordinator

Child Safety Coordinator - This role is responsible for the upholding of the APCJAFLC Child Safe Commitment and implementing this policy which includes, but is not limited to:

- Verifying Working with Children Checks (WWCC) for Committee members, coaches and third-party contractors prior to engagement and maintaining the WWCC register to ensure checks are current and verified.
- Receiving notifications of WWCC interim and final bars and liaising with the President in relation to stand downs and removal of coaches and Committee members.
- Providing advice and support to the Committee and coaches regarding safeguarding matters and complaint handling.
- Providing training to coaches and Committee members to ensure they are aware of their child safety obligations and implementing best practice into the APCJAFLC.
- Providing information to parents and players about the APCJAFLC Child Safeguarding policy, what they can expect and what is expected of them.
- Managing the complaints register.

Whenever possible, this position should be an Independent Committee Position to ensure impartiality of any complaint process and to ensure that advice is free of bias. In the event an allegation or serious complaint is made against the President this role assumes the position of Head of Entity until such time as the President is cleared or a new President is elected.

Child Safe Ground Officials - Pink Vest Wearers are Crows Officials who are trained to manage crowd behaviour to ensure Crows games remain positive experiences for all players and their families on game days.



2. Child Safe Recruitment

Requirement to hold a Working with Children Check

Under NSW law, all people over the age of 18 who volunteer or work with children must hold a current cleared Working with Children Check (WWCC). There are fines for non-compliance with this law.

While the legislation currently states that parents who coach their own child's sporting team do not require a WWCC, best practice dictates that anyone who holds a position of power over a child should hold a valid clearance. To this end, all Committee members, coaches and managers are required to hold a current cleared WWCC before they can commence their tenure.

From time-to-time volunteers may help in the canteen and as a ground manager, these people are usually parents or close relatives of a child who plays for the APJAFLC and they do not have contact with children for extended periods of time without other adults being present. Therefore, these people do not require a WWCC to volunteer in the canteen or as a grounds manager or child safety official.

The process to obtain a WWCC is as follows:

For New WWCC Applications

- Person is identified as appropriate for the role to be filled.
- Person applies online at www.ocg.nsw.gov.au and follows the prompts.
- Person attends a Service NSW Centre to have their ID verified. Volunteer checks are free.
- Person provides the APP number to the Child Safety Coordinator for tracking.
- When the clearance is provided from the Office of the Children's Guardian via email the WWC number is provided to the Child Safety Coordinator for verification.

All Committee roles require a verified clear WWCC prior to being engaged in any official business related to children. The Committee are seen as the supervisors

If the person receives a Bar notice they cannot be engaged in any role within the APCJAFLC.

Where a person already holds a WWCC

- The person should provide their WWC number, last name and date of birth to the Child Safety Coordinator for verification. These details including the expiry are added to the WWCC tracking sheet.

All roles require a verified clear WWCC prior to being engaged in any official business related to children.

If the person receives a Bar notice they cannot be engaged in any role within the APCJAFLC.

If the person has previously served as a Club Official and their WWCC is still current, they do not need to do anything.



The Child Safety Coordinator will report at each Committee meeting on the status of WWCC's and ensure that any person with a check expiring in the proceeding 3 months (during the season for coaches and managers) is advised of the requirement to renew their check. The steps above for a new check then apply.

Reference Checks

From time to time, the Crows may engage a coach that is not known to the Club nor a parent of a player. It may be appropriate for the President to obtain 2 references from people that can attest to the coaches' required capabilities and commitment to child safety. Wherever possible, the referees should not be a relative or close family member.

Code of Conduct

The AFL has developed a Code of Conduct for coaches and managers that the APCJAFLC is bound by. The Committee agrees to adopt the Code of Conduct for Administrators and for its members to be bound by the Code.

Any breaches of the Code of Conduct will be dealt with as per the AFL's breach policy and procedure unless the breach relates to an allegation of abuse or neglect as outlined in this policy.

Due to the jurisdictional nuances in child safety laws, the APCJAFLC are bound to comply with reporting requirements of NSW Legislation outlined in this policy.

3. Complaints Handling

Complaints Policy

The APCJAFLC respects and welcomes the views of parents, guardians and players within our Club. If at anytime there is an issue that needs to be brought to the attention of a coach or the Committee, parents and guardians have the right to raise the issue or concern and for it to be taken seriously and, where necessary, investigated.

At anytime a parent, guardian or player may raise a complaint with their coach, manager or a member of the Committee verbally. The person receiving the complaint will:

1. Notify the Secretary of the complaint as soon as possible.
2. The Secretary will make a written record of the complaint on the complaints register.
3. Where the complaint relates to a child's experience with respect to a coach or managers behaviour, the coach or manager should attempt to rectify the situation themselves and report to the Committee at the next general meeting for noting.
4. Where the complaint cannot be resolved at the team level, the complaint will be discussed at the next Committee meeting and a resolution provided to the complainant in writing.

Where the complaint is of a serious nature, the person receiving the complaint should encourage the complainant to make an official complaint in writing directly to the Club child safety email - childsafety.apcrowsafl@gmail.com.

Once a complaint is received the Child Safety Coordinator will:

1. Review the information and direct it to the relevant Committee member for follow up (this may include notifying the Secretary to add to the agenda for discussion at the next meeting).
2. Add the complaint to the complaints register.
3. Where required, obtain further information from the complainant including what resolution they are seeking.
4. Notify the President of the complaint.
5. Work with the President to determine suitable next steps in resolving the complaint.
6. Where it is possible to resolve the complaint quickly, advise the complainant in writing of the outcome as soon as practicable.
7. Where the complaint cannot be resolved easily, the complainant should be kept informed about the steps being taken to resolve the complaint.
8. If the complaint relates to an allegation of child abuse or criminal behaviour, the steps in Part 4 below will apply.

At any anytime throughout the process or following the resolution of a complaint, if the complainant is not satisfied with the outcome, they may contact the AFL via the [Complaint Form](#) link and make a formal complaint or Play by the Rules www.playbytherules.net.au. Complainants may also submit a Concern about a Child Safe Organisation to the NSW Office of the Children's Guardian via the 'Report a Concern' button on their website - www.ocg.nsw.gov.au.

4. Child Safety

Requirements to comply with Child Abuse Reporting obligations

From time-to-time children who play AFL may be identified as at risk of significant harm (ROSH) through the complaints/allegations process or by their coach or another member of the APCJAFLC Committee or coaching staff.

Significant Harm can be defined as:

- Harm serious enough to need a response by a statutory authority irrespective of the family's consent
- Likely to result in a substantial and demonstrably adverse impact on the child or young person's safety, welfare and wellbeing
- It may be the result of a single incident or accumulation of these.

There are 5 main types of child abuse:

Neglect (including medical, physical, emotional, educational): Neglect is when a parent or caregiver cannot regularly give a child the basic things needed for his or her growth and development, such as food, clothing, shelter, medical and dental care, adequate supervision, and enough parenting and care.

Physical Abuse: Physical abuse is a non-accidental injury or pattern of injuries to a child or young person caused by a parent, caregiver or any other person. It includes but is not limited to injuries which are caused by excessive discipline, severe beatings or shakings, cigarette burns, attempted strangulation and female genital mutilation.

Psychological Abuse: Serious psychological harm can occur where the behaviour of their parent or caregiver damages the confidence and self-esteem of the child or young person, resulting in serious emotional disturbance or psychological trauma.

Sexual Abuse (including Grooming): Sexual abuse is when someone involves a child or young person in a sexual activity by using their power over them or taking advantage of their trust. Often children or young people are bribed or threatened physically and psychologically to make them participate in the activity. Sexual abuse is a crime.

Grooming: Grooming refers to intentional behaviours that manipulate and control a child, as well as their family, kin and carers, other support networks, or organisations in order to perpetrate child sexual abuse. Grooming can occur online or in person. Online child grooming is the process of establishing and building a relationship with a child or young person while online, to facilitate sexual abuse that occurs either in person or online. This is achieved through use of the internet or other technologies, such as phones, social media, gaming, chat and messaging apps.

Exposure to Domestic and Family Violence: While not in and of itself child abuse, Child Safe Organisations must be able to identify and respond to children being a danger to themselves and others.

Danger to self and others: This includes acts of self-harm or suicide attempts, suicidal ideation or thoughts of self-harm with or without a plan, threatening to cause or actually causing harm others.



Management of Allegations of Child Abuse or Neglect by a Crows Official, Coach or Manager

Where a child or young person makes a disclosure of abuse or neglect by an APCJAFLC coach, manager or Committee member to a parent, guardian or an official of the APCJAFLC that person should:

Where the disclosure relates to serious physical abuse, sexual abuse or grooming made to a child by a member of the APCJAFLC Committee, Coach or Manager:

1. Allow the child to finish talking and actively listen (this can be uncomfortable and traumatic but please persevere. You will be provided with the opportunity to debrief with an appropriate person).
2. Do not ask any follow up questions but respond with 'I'm sorry that happened/is happening to you. Thank you for telling me about this. I will have to tell someone who can help you like the Police. Please know you are important and I will make sure I tell someone who can help.'
3. Immediately write down or dictate as much of the disclosure as you can.
4. Do not tell the person the disclosure is about that the child has told you, as this will place the child at further risk and potentially taint the evidence.
5. Notify the child's parent or guardian as soon as possible and advise them you will be making a Police report.
6. As soon as reasonably practicable notify the NSW Police in person at the nearest Police Station or call Crimestoppers on 1800 333 000.
7. Contact the Child Safety Coordinator for advice as soon as possible and if required they will attend the Police station with you.
8. The Child Safety Coordinator will, as soon as reasonably practicable, notify the President of the disclosure.
9. The President will immediately stand down the coach, manager or Committee member from their position pending further advice from NSW Police noting there has been a complaint and they are being stood down pending an investigation.
10. The President will notify the AFL as per the AFL Integrity Unit Guidelines and notify of the steps taken. [Complaint Form](#).
11. The Child Safety Coordinator will note on the WWCC register that the Coach, Manager or Committee member has been stood down due to an allegation. Within 7 days, and each 7 days after that until such time as Police or the Dept of Communities and Justice advise if they will be pursuing the matter, the Child Safety Coordinator will re-verify the subject of allegation's WWCC to ascertain if an interim bar has been placed on the person's WWCC.
12. The subject of allegation will remain stood down until such time as NSW Police or the Dept of Communities and Justice have completed their investigation and have advised of the outcome.
13. If a final bar is placed on the subject of allegation's WWCC, the person will be removed from their position with the APCJAFLC.



IF it is a parent who has advised you of the allegation:

1. Ensure they have reported to the NSW Police or the NSW Child Protection Helpline.
2. Ask them to email a copy of the Helpline or event number and another other information to childsafety.apcrowsafl@gmail.com as soon as possible.
3. Ask them if they require any support to access services or make the report.
4. Follow steps 8-13 outlined on page 8.

Where the disclosure relates to minor physical abuse or neglect

1. Contact the Child Safety Coordinator and advise of the allegations (if a parent has told you about the allegations, ask them to email their concerns to childsafety.apcrowsafl@gmail.com as soon as possible.
2. Do not tell the person the allegation is about that an allegation has been received.
3. The Child Safety Coordinator will advise the President of the allegations and together they will discuss next steps following a risk assessment for future potential harm to determine if stand down is required at this point.
4. The Child Safety Coordinator and/or the President will gather further information from the parent/guardian regarding the allegations. Where it is thought that the threshold for criminality has been met, the above procedure for managing allegations of serious abuse will apply.
5. Where the risk is low and there is no criminality, the President and Child Safety Coordinator will speak with the subject of allegation to ascertain their view as is fair due process.
6. President and Child Safety Coordinator will consider the most appropriate course of action which may include:
 - Education on the code of conduct and acceptable child safe behaviour.
 - Supervision by a member of the Committee at training and games for an agreed period.
 - Recommendation for support outside of the Club where external factors have contributed.
 - Removal from their position within the APCJAFLC .

If at any time, the subject of allegation is the Child Safety Coordinator or the President then the Secretary will be substituted for the position in question unless the Secretary has a conflicting relationship (partner, relative etc) with the subject of allegation in which case the Vice President will be the substitute.

Management of Barred WWCC for Coaches, Managers or Officials from matters arising outside of the APCJACFLC

Where the APCJAFLC are made aware that a coach, manager or Committee member is the subject of an allegation of child abuse or neglect or a criminal matter that constitutes a Scheduled offence under the Working with Children Act the Child Safety Coordinator and/or the President will immediately act to stand down the person from all duties at the APCJAFLC until such time as further information is provided that either clears the person of any wrong doing or their WWCC is barred on a final basis rendering them unable to continue in their role with the Club.



Management of Suspected Child Abuse or Neglect of Crows players by parents, guardians or other members of the community

While APCJAFLC Committee members and coaches are not mandatory reporters, they do fall into a category of people covered by s.316A of the Crimes Act 1900 (NSW) which states that 'it is a criminal offence for adults not to report to police if they know, believe or reasonably ought to know that a child abuse offence has been committed or they have information that could assist in apprehending, prosecuting or convicting a person guilty of a child abuse offence.'

This means that where an adult knows or suspects a child known to them is being abused or is at risk of significant harm, they are obligated to report to the NSW Child Protection Helpline in the first instance or in more serious cases (including all cases of child sexual abuse) the NSW Police.

Where a child makes a disclosure of abuse to an APCJAFLC official, that person should:

1. Allow the child to finish talking (this can be uncomfortable and traumatic but please persevere).
2. Do not ask any follow up questions but respond with 'I'm sorry that happened/is happening to you. Thank you for telling me about this. I will have to tell someone who can help you like the Police. Please know you are important and I will make sure I tell someone who can help.'
3. Immediately write down or dictate as much of the disclosure as you can.
4. Do not tell the person the disclosure is about that the child has told you, even if it is about the parent or guardian, as this will place the child at further risk and potentially taint the evidence.
5. Contact the Child Safety Coordinator for advice as soon as possible.
6. The Child Safety Coordinator will support the official to complete a Child Protection Helpline report by calling 132 111 (24/7-365 days) and/or a report to the NSW Police either in person or via Crime Stoppers.
7. If you make a report to the Helpline or Crime Stoppers, always record the Helpline Report/ASM number and have the Helpline Caseworker email you a copy of the record. This information should be sent to childsafety.apcrowsafl@gmail.com for filing.



Where an APCJAFLC official is concerned that a child is being abused or neglected, that person should:

1. Contact the Child Safety Coordinator for advice as soon as possible.
2. The Child Safety Coordinator will support the official to complete a Child Protection Helpline report by calling 132 111 (24/7-365 days) and/or a report to the NSW Police either in person or via Crime Stoppers.
3. If you make a report to the Helpline or Crime Stoppers, always record the Helpline Report/ASM number and have the Helpline Caseworker email you a copy of the record. This information should be sent to childsafety.apcrowsafl@gmail.com for filing.
4. Continue to monitor the situation at training and keep detailed records about your concerns:
 - What led to your initial concerns (what did you see, hear, smell etc? Have you noticed changes in appearance or behaviour-what are they?)
 - Why do you have ongoing concerns? What have you continued to notice that makes you believe that the child is being harmed?
5. If further Helpline reports are required, continue to check in the with Child Safety Coordinator for support and guidance.
6. In some circumstances it might be appropriate to have a conversation with parents or guardians about your concerns. Speak with the child safety coordinator to formulate appropriate questions.
7. If you are concerned that the child is at risk of imminent harm i.e. not safe to return home, the NSW Police should be immediately notified. Note that it is a criminal offence to hold a child against their parent's wishes without statutory authority and while in these circumstances it may be difficult to allow the child to return to a harmful situation, your role is to report the imminent harm as outlined in this procedure.

When a child is not collected from training

1. If a parent or guardian does not collect their child from training or a game the coach or manager should attempt to call the parent(s) or guardian(s) on the known numbers. If there are any other methods of communication known to be used by the parent or guardian, the coach or manager may try these channels.
2. Two APCJAFLC representatives should stay with the child at the grounds until they are collected. If two APCJAFLC representatives are not available, one Crows official and one person over the age of 18 known to the Club is sufficient.
3. If after 1 hour the child has not been collected or a suitable arrangement made for the collection of the child, the APCJAFLC representative should contact the NSW Child Protection Helpline and advise that the child has not been collected.
4. The Helpline will advise of the most appropriate steps to be taken in the circumstances which may include a caseworker coming to collect the child while the parents are located.
5. Record the Helpline Report/ASM number and have the Helpline Caseworker email you a copy of the record. This information should be sent to childsafety.apcrowsafl@gmail.com for filing.

6. Follow the directions of the Helpline and the After Hours Crisis Team from this point.
7. If the parent(s) or guardian(s) arrive to collect their child or make contact with you after you have reported to the Helpline, you will need to advise the parent that you have notified the Helpline and you cannot allow the child to leave until you have spoken with the caseworker.
8. Call the Helpline back and advise them of the update and follow their direction.
9. If at any point you require support, call the Child Safety Coordinator or the President who can come and assist you to manage the situation.
10. If the situation escalates, contact the NSW Police on 000.

Managing Game Day Spectator Behaviour

The APCJAFLC is committed to ensuring our games are free from sideline abuse and violence. Each team has at least one (1) Child Safety Official (CSO) who is responsible for ensuring spectators are complying with the Parents Guardians and Spectators Code of Conduct. Child Safety Officials wear a pink hi-vis vest during games to ensure they are easily identifiable. Prior to the commencement of the season, the Child Safety Coordinator will meet with the CSO's to provide training about the role and responsibilities, what the code of conduct says, how to approach spectators, when to engage the Ground Manager and how to manage repeated non-compliance. If there are any incidents of violence or that are traumatic, the Child Safety Coordinator will be responsible for checking in with the CSO and providing an opportunity to debrief.

Where a CSO becomes concerned with the behaviour of a spectator, they should:

1. Make themselves known to the spectator, remind them that this is a child safe sport and they need to ensure their behaviour is in line with the code of conduct.
2. Where the behaviour does not stop, the CSO should again speak with the spectator and warn them that further poor behaviour may result in them being asked to leave.
3. The CSO should notify the Ground Manager of the behaviour and have them on standby for assistance.
4. If further poor behaviour occurs, the Ground Manager should be called to assist the CSO in directing the spectator from the ground. If the person becomes heightened, aggressive or non-compliant, the Police should be called for assistance.
5. The Ground Manager should obtain the name of the person being removed and note the club they are affiliated with and advise the President. The Crows President will write to the President of the club affiliated with the spectator and advise of the breach of the code of conduct and that they are banned from attending games at the Crows home ground for the remainder of the season.
6. If the spectator is affiliated with the Crows, the President shall advise the person as soon as possible that they are temporarily banned from attending all games due to a breach of the code of conduct. The Committee will discuss an appropriate sanction, having regard to the AFL Handbook, at the next Committee meeting.
7. The President will advise the person in writing of the sanction within 7 days of the Committee meeting.



5. Bullying and Harassment

As a child safe organisation committed to inclusive, safe and fun sport the APCJAFLC has a zero-tolerance policy on bullying and harassment. It is the view of the APCJAFLC Committee that all children and young people associated with the Club have the right to be safe, included and respected no matter their skill level, disability, sexuality, gender, family circumstances or other diversity.

Bullying is any unwanted, ongoing, negative behaviour that's directed at a person or group, with the intention to hurt or harm; verbally, physically, psychologically and electronically. Bullying is behaviour that is repeated, or has the potential to be repeated, over time. It can be verbal, physical, psychological or electronic.

Where a player believes they are experiencing bullying by another player they should notify their coach, manager, Child Safety Coordinator or other trusted Crows official as soon as possible. Where possible, these disclosures should be put in writing and any supporting evidence/information included.

If it is a coach, manager or Crows official that has noticed the behaviour, the victim should be spoken to by the coach/manager following training/the game to ascertain how long the behaviour has been occurring and if the player is ok. They should make the player aware that bullying will not be tolerated and that it needs to be reported as per this policy. The players parent(s) and/or guardian(s) will be notified as soon as possible of the bullying and the next steps.

The Vice President and the Child Safety Coordinator will be responsible for investigating the complaint and following the AFL Handbook's requirements for managing and responding to bullying within Junior AFL clubs.

Where it is determined that bullying has occurred, sanctions will be handed down in line with the AFL's requirements. In some circumstances, such as where the behaviour is threatening, hate speech or inciting violence or further bullying, it may be necessary to report the behaviour to the NSW Police.

In the event that coaches or managers note a lack of cohesion within their teams they may seek to hold team building sessions with their teams to promote camaraderie and stamp out any behaviour that may turn into bullying quickly.



6. Online Safety

The APCJAFLC is committed to creating online environments for players and their families that are free from abuse or disrespectful comments. Where the Crows have shared content to our social media that is the subject of hate speech, disrespectful or hurtful comments, the offending comments will be removed and commenting turned off. Where the person responsible continues to comment in the same manner, they will be blocked from accessing the Crows social media pages. Where necessary, the Child Safety Coordinator will report the behaviour and comments to the NSW Police and/or the eSafety Commissioner for follow up.

It is a rule of the APCJAFLC that all communication between Crows Officials (coaches, managers and Committee members) and players occurs within the approved group chats currently on WhatsApp. The chat groups are established as parent only groups with the President, Secretary and Child Safety Coordinator included in each group as moderators. Where a player is over 16, they may be added to the team group chat with their parents, in line with current social media laws and best practice guidelines. At no time should a coach, manager or Committee member seek to contact or communicate with a child directly via phone, messenger service or image sharing service (such as SnapChat). Where it is reported that a coach, manager or Crows official has broken this rule, the process for managing serious allegations will apply.

7. Photography (Official, Third-party and Parental)

The APCJAFLC acknowledge that photography plays a large role in the lives of all people and that the accessibility of mobile phones makes taking photographs easier than ever. However, the Crows do not endorse the unauthorised sharing of images of players by parents or third-parties without the consent of the player or their parent/legal guardian.

The most recent research shows that AI is playing concerning role in the production of child abuse material and that a significant portion of the images are taken from social media accounts and edited. Even images of a seemingly normal nature are no longer safe from editing. Abuse such as this can be both explicit or exploitative in nature and can have life-long implications for the children in the images and their families.

There are also children who are the subject of court orders or who are at risk of harm due to domestic and family violence who cannot/should not be identified through photography. The rise in domestic and family violence adds severity to the risk posed by third parties posting images online without consent.

Wherever possible, the APCJAFLC will adhere to the best practice guidance set out by Sport Integrity Australia [Sport Integrity Australia | Photography and Filming of Children and Young People in Sport](#).

Official Photography

At the beginning of each season, parents and legal guardians are asked to provide consent to official photography at the time of registration. Where the box has been checked, the APCJAFLC reserves the right to use the appropriate images of players for official purposes as defined in the AFL Handbook. However, as the Club is committed to best practice, all parents/guardian and players will be asked to consent to the use of specific images prior to their publication.

All official images will be taken on a device approved in advance by the Committee or on the day by the Grounds Manager, and the images uploaded to a secure USB device. The images will be stored until the end of the current season and then deleted unless there is a proper reason for the images to be kept. USB devices will be appropriately labelled and stored.

Parents/guardians/players may request copies of official images and these may be emailed by the Secretary to the linked email address of the parent/guardian.

Third-Party Photography

From time to time the Crows may request that a photographer attend games to photograph teams or players during games. There may also be times where a third-party photographer may approach the Club for permission to take photos at APCJAFLC games. Where this occurs, the Child Safety Coordinator will:

- Obtain and verify the photographer and any assistants' WWCCs prior to the day. In the event, the WWCC comes back with a bar, the photographer will not be engaged.



- The Club will send out an official communication via approved channels (email, WhatsApp etc) notifying parents and players that an official photographer will be at the game that week, the purpose of the photography and how the images will be used and made available to parents and players.
- Parents will be given the opportunity to decline to have their child photographed and this will be enforced by giving the photographer a list of jersey numbers not approved for photography.
- Where a third-party photographer intends to post the images to social media, parents must be made aware prior to any images being taken and given the opportunity to decline to have their child photographed. The Club will as far as reasonably practicable decline requests from the photographers to post images to social media and request they follow the policy relating to official club photography and the requirements for safe storage and dissemination of the images.

Parental Photography

It is no secret that photography provides parents and children with lasting memories of their sporting campaigns and that social media and smartphones have provided people with the ability to share images in real time with family and friends. However, and as noted above, there are children who cannot and should not have their images shared online for legal reasons but also those children for whom parents do not consent to their images being shared. To this end, as far as reasonably practicable, parents and legal guardians are requested to consider the images they are sharing online or outside of the Club and blur or remove any image of a child not their own or without consent from a publicly available image. Each year the Club will provide education to parents and guardians about their responsibilities as parents to keep children safe.

8. Child Safe Sport Education

Training for the Committee and the Coaches

At the beginning of each season the Child Safety Coordinator will be responsible for facilitating training with the Crows Committee and coaches to update them on current child safe practices. Training will consist of

- What the NSW Child Safe Standards are and how they apply to the APCJAFLC
- What child abuse and neglect is
- What constitutes child safe conduct in sport
- What APCJAFLC officials need to do if they suspect a child is being abused at home or outside of the game
- What to do if a child discloses abuse to you
- The role of the child safe ground officials

Education for Parents

At the beginning of each season the Child Safety Coordinator will be responsible for facilitating an education session with the Crows parents and guardians. This session will include education about:

- What the NSW Child Safe Standards are and how they apply to the APCJAFLC
- What the complaint handling policy of the APCJAFLC is and how it works
- What the responsibility of the coaches, managers and officials are in relation to child abuse and neglect
- What the photography policy is of the APCJAFLC and what role parents play in implementing that policy
- What the policy is in relation to bullying and harassment and how to report it to the Club
- Remind parents to update their registration or advise the Club if there is a change in circumstances that means their child can no longer be photographed or have their images used publicly.

Education for Players

At the beginning of each season the Child Safety Coordinator will be responsible for facilitating training with the Crows players. This training will include:

- Help players understand what unsafe behaviour by coaches and officials in sport is
- Tell players what they can do if they feel unsafe, unsupported or unfairly treated and what to expect if they raise a concern (complaints process)
- Help players identify safe people within their networks they can turn to if they need to report abuse, unsafe or unfair treatment
- Help players understand photography and sharing photos online including consent
- Educate players about bullying and harassment including, what is bullying and harassment, what to do if they experience bullying and/or harassment and what to expect from the Club when they report bullying and/or harassment.
- For older players (13+) talk through the Code of Conduct for Players