



Child and Youth Risk Management Strategy

Purpose

This document describes the practices and procedures to promote the wellbeing and to protect any child or youth from harm attending our events.

This document should be read in conjunction with Sailability Shorncliffe policies and procedures.

Refer website – www.sailabilityshorncliffe.org.au/information/risk-management/

Document Information

Version	Date	Person/s	Comments
1		Writer: Kent Sawyer, Sailability Qld	
2 DRAFT	Nov 24	Writer: Donna Wenham	For review
2	25 Feb 25	Owner: Peter Tyrrell, President Writer: Donna Wenham Approval: Peter Tyrrell, President	Minor requested updates Endorsed and approved at Management Meeting
3	Aug26	Owner: Peter Kearney, President	Reviewed

Compliance

Under the *Working With Children (Risk Management and Screening) Act* Sailability Shorncliffe are required to develop and implement risk management strategies for our volunteers to promote and protect the rights, interests and wellbeing of children.

Statement of Commitment

Sailability Shorncliffe are committed to the safety and wellbeing of all children and youths who participate in our events.

Our volunteers will treat them with respect and understanding, address their concerns at all times and advocate for their best interests.

We are dedicated to this strategy that includes policies and procedures to address the safety and wellbeing of children visiting us as a not-for-profit charity with the *Australian Charities and Not-for profits Commission (ACNC)*.

Code of Conduct

Sailability Shorncliffe Management Committee and members:

- Foster mutual respect between themselves, carers and clients regardless of disability, cultural identity, cultural practices/behaviour or age
- Use language which is age/stage appropriate, clear, non-threatening and non-sexual
- Use physical contact only where it is welcome or completely necessary
- Willingly listen to a client's concerns and requests
- Openly listen to carer and client suggestions, feedback and complaints
- Take a preventative, proactive and participatory approach to client safety
- Report suspected abuse, neglect or mistreatment promptly to the police or Department of Child Safety, Youth and Women, or other appropriate authority
- Focus on safety for volunteers, guests, clients and carers

Recruiting, Selecting and Inducting Volunteers

Recruitment of volunteers is undertaken by advertising via social media platforms and local publications, word of mouth and our general presence in the community.

Refer to Volunteer Management section in *Organisation Policy* for registration and inducting of volunteers.

Handling Disclosures or Suspicions of Harm

Sailability Shorncliffe will inform all volunteers about identifying risks of harm and handling disclosures or suspicions of harm as part of their introduction as a volunteer.

We will report disclosed or suspected harm to the police or Department of Child Safety, Youth and Women.

The facts of a disclosure or suspicion of harm will be documented in a nonjudgmental and accurate manner in an Incident Report as soon as possible after the disclosure.

Under no circumstances should any volunteer investigate or probe the child for additional information.

A copy of the written account shall be given to the police or the Department of Child Safety, Youth and Women as appropriate.

The original report is to be securely filed and the incident reported to the President, ensuring appropriate confidentiality.

Managing Breaches

Breaches of the Sailability Shorncliffe *Child and Youth Risk Management Strategy* will be managed in a fair, unbiased and supportive manner, as part of our *Incident Management process*.

The details of the alleged breach, including (where relevant) statements from all parties involved and any decided outcome will be recorded.

Matters discussed in relation to the breach will be kept confidential.

Unless the reported breach involves the President, it will be managed by the President or the President's nominated representative.

If the breach involves a conflict of interest with the President, it will be managed by the Secretary or the Secretary's nominated representative.

Depending on the nature of the breach, suitable breach resolutions and outcomes may include:

- Further education and training and/or providing closer supervision.
- Mediating between those involved in the incident (where appropriate).
- Reviewing our risk strategy and making appropriate changes if necessary.
- If the alleged breach involves one of our volunteers, that volunteer will immediately discontinue involvement with us until the alleged breach is resolved.

Managing Compliance with the Blue Card System

All volunteer members are assessed as being suitable through the acquisition of a Queensland Government issued 'Blue Card', linked to Sailability Shorncliffe, as described in Sailability Shorncliffe *Blue Card Process document*.

Risk Management Plans

The Sailability Shorncliffe *Risk Policy document* supports the common law obligations to identify risks and develop process to manage them as part of their general duty of care.

Risks associated with providing children with disability (Clients) the opportunity to participate in the sport of sailing and other on-water activities are captured as part of Sailability Shorncliffe *Risk Register*.

Communication and Support

The management committee liaise with local disability groups to communicate our commitment to the safety and wellbeing of all children who participate in our events.

Sailability Shorncliffe policies and procedures are available on our website - www.sailabilityshorncliffe.org.au/information/risk-management/