

CHAPTER 3 – CHILD SAFETY POLICIES

OUR COMMITMENT TO CHILD SAFETY

Maccabi is committed to ensuring child safety throughout our organisation, by protecting the safety and wellbeing of all children and young people accessing Maccabi services, events and activities. This commitment is endorsed at the highest level and applies throughout all levels of our organisation.

Recent changes to the law and changes to convention in the community around us mean that we all have changed responsibilities. Our task is now to inform, train and educate our Participants about those responsibilities.

In accordance with its commitment to child safety, Maccabi:

- has developed this Child Safety Policy. This policy provides clear guidelines prohibiting any form of abuse against children and young people; and
- has adopted a procedure for the screening, recruitment and induction of individuals who are engaged in child-related work to undergo checks in accordance with relevant child-protection legislation; and
- aims to train Maccabi Representatives to recognise signs of child abuse and to respond to allegations, suspicions and disclosures of child abuse appropriately and in accordance with legislative requirements.

WHAT IS CHILD ABUSE?

Child abuse involves conduct that puts children and young people at risk of harm (usually by adults, sometimes by other children) and often by those they know and trust.
child abuse includes:

- **Child Grooming:** occurs when communication or conduct is linked to facilitating the involvement of a Child in future sexual behaviour with an Adult. Indicators of 'grooming' include but are not limited to:
 - Developing special relationships with, favouring or giving gifts to a Child.
 - Inappropriate interactions with Children either in person or via forms of media and electronic devices.
 - Asking a Child to keep a secret of any aspect of their relationship.
 - Testing of or ignoring professional boundaries or rules

Grooming can be conducted in person or online, for example via interaction through social media, web forums and emails. Many perpetrators of sexual offences against children purposely create relationships with victims, their families or carers in order to create a situation where abuse could occur.

Grooming is not uncommon in child based organisations, due to the way in which many sex offenders target their victims. Please refer to the following resource relating to

[Grooming - Betrayal of Trust info sheet](#)

- **Physical abuse:** non-accidental injury (or a pattern of injuries) to a child or young person by their parent, care-giver or another person. Behaviours include but are not limited to hitting, shaking or other physical harm.
- **Sexual abuse:** any act in which a person with power or authority over a child (female or male, adult or older child) uses a child for sexual gratification. Sexual abuse includes a range of contact and non-contact behaviour:

- **Non-contact acts of sexual abuse include:**
 - making sexual comments by verbal, letter, telephone or via electronic communication;
 - exposure to pornography and/or voyeurism;
 - nudity - adult exposing parts of their body or a child's body; and
 - photography of child in a sexual or suggestive pose.
- **Contact acts of sexual abuse include:**
 - fondling a child's genitals or breasts, or forcing the child to fondle another person's genitals;
 - masturbation;
 - intimate kissing;
 - sexual penetration;
 - oral sex; and
 - exploiting a child through prostitution.
- **Emotional abuse and psychological harm:** occurs when a parent, caregiver or other person in authority or with power damages the confidence or self-esteem of a child or young person, resulting in serious emotional disturbance or psychological trauma. Often this is a pattern of emotional or psychological abuse, rather than a single incident. Such abuse might include: threats, humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a child to the extent that it results in significant damage to the child's physical, intellectual or emotional wellbeing and development.
- **Neglect:** occurs when a parent or caregiver fails to provide a child with basic necessities of life. Such neglect includes the failure to provide food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury. Also the failure to provide supervision or medical attention to the extent that the child's health and development is, or is likely to be significantly harmed.
- **Exposure to Domestic Violence:** occurs when Children witness or experience the chronic domination, coercion, intimidation and victimisation of one person by another by physical, sexual or emotional means within a domestic relationship. Exposure to family violence places children and young people at increased risk of physical injury and/or psychological harm and has a significant impact on their wellbeing and development.

APPROPRIATE CONDUCT AND BEHAVIOUR

The purpose of this section is to provide clear guidance to all Participants in regard to the treatment of children and young people within Maccabi. It is designed to ensure the highest possible level of safety to children and young people, protecting them from abuse and neglect. Children and young people expect and deserve to be safe when participating in Maccabi-related activities. Acting in accordance with this Child Safety Policy not only protects children and young people but also supports personnel by providing standards of care that are transparent and practical.

Failure to act in accordance with this Child Safety Policy and other policies and procedures outlined in this Handbook will be dealt with in a manner dependent upon the seriousness of the conduct in question.

SEXUAL MISCONDUCT

Any sexual behaviour or contact between a Maccabi Representative and person under the age of 18 is prohibited, even if the child or youth is over the relevant age of consent in their jurisdiction (unless the people in question were already a couple). This is because the relationship is formed under circumstances of authority of power. Sexual conduct, involving a person placed in a position of authority, whether consensual or not may be exploitative because there is usually a disparity between coaches and athletes in terms of authority, maturity, status, influence and dependence.

If a person under the age of 18 attempts to initiate an intimate relationship, the Maccabi Representative must take personal responsibility for discouraging the approach, explaining the ethical basis for such actions.

PHOTOGRAPHY OF CHILDREN AND YOUNG PEOPLE

Maccabi understands that images of children can be used inappropriately or illegally by individuals with sinister intentions. Children and young people are sometimes exploited photographically by child sexual abusers who may or may not Photoshop photos and/or display children in sexual poses or engaging in sexual acts with each other or with an adult. Evidence also shows that sexual abuse perpetrators use a digital image trails to track down and monitor children and young people via a digital image trail.

The following rules apply to the photography and/or videoing of children and young people:

- obtain permission from a child's parent/guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. This will depend on the context of the particular sport and venue;
- only use appropriate images of a child and ensure that the child is suitably clothed in a manner that promotes the sport or event, and displays its successes;
- do not allow the use of camera phones, video cameras or cameras inside changing areas, showers and toilets;
- where an image of a child is used, do not display identifying personal information such as residential address, email address or telephone numbers or photo tags that could provide this information;
- where images of children are used for commercial or other purposes such as the website or newsletters, or social media or by a third party, obtain permission for the use of such images;
- ensure that all photographers/videographers seeking permission or accreditation to act as photographers at any of Maccabi's events or activities which involve the participation of children have undertaken the relevant Working with Children Check (or alternatively where such check is not available in their normal place of residence, a National Police check). If the person within Maccabi who requests to sight the Working with Children Check is not satisfied of the applicant's suitability at any time, permission or accreditation may be denied or withdrawn;
- ensure that the photographer and/or videographer has a copy of the MAI guidelines for photography and/or videography and abides by them. Please note: these guidelines form part of the rules of individual events for which the person is engaged;
- ensure that any image or video is taken in the presence of other personnel; and
- images should not be taken of children or youth which reveal private body parts; if this does occur all images should be immediately destroyed or deleted by MAI Executive Director or a delegate of the MAI Executive Director.

USE, POSSESSION AND SUPPLY OF ALCOHOL OR DRUGS

MAI has a comprehensive Drug and Alcohol Policy as well as a Drug and Anti -Doping Policy (Chapter 5). MAI recommends that bodies bound by the MPP adhere to sound and reasonable guidelines regarding the responsible consumption of alcohol. It also condemns doping as a fundamentally contrary to the spirit of sport.

In the case of use, possession and supply of alcohol or drugs (performance enhancing, illicit or prescription drugs), the law is always the minimum and any illegal acts will be referred to the police, without exception.

TRANSPORTING CHILDREN AND YOUNG PEOPLE

Transporting children and young people to or from training or match venues by Maccabi Representatives (particularly coaches) is discouraged. However, it is recognised that it is not practical to prohibit it because from time to time Maccabi Representatives will be required to transport children in their own or rented vehicles to facilitate club activity. In such a case, if the driver is not a parent or sibling, then permission must to be sought from the child/young person's parent or guardian and the appropriate form needs to be completed. (see end of this Chapter)

Maccabi strongly discourages Maccabi Representatives from being alone in a vehicle with children or young people. At all times another Maccabi Representative should accompany the driver. This action is designed to protect both the child and the Maccabi Representative. Only in the case of an emergency (when all possible other options have been explored and a third person is not available) are Maccabi Representatives permitted to transport a child alone in a vehicle. When this occurs it needs to be communicated to the parent and to a member of their club committee before the journey takes place, where possible should be done in writing (eg. Text message or Email).

IMPORTANT: There is a zero tolerance policy in relation to the consumption of drugs and alcohol when transporting children or young people. All adults must be drug and alcohol free when transporting children or young people.

ELECTRONIC COMMUNICATION WITH CHILDREN AND YOUNG PEOPLE

Maccabi acknowledges the emergence of new technology and communication media and wishes to enable electronic and social media to be used to benefit Maccabi and its Participants, for example (and without limitation) being able to use online and other programs to manage teams and competitions. However, Maccabi Representatives also need to be very mindful of possible inappropriate uses of these media. In particular:

- Maccabi Representatives are not permitted to actively "befriend" (or accept a friendship request) from a young athlete over whom they have authority via Facebook, Instagram, Twitter or other social networking applications including but not limited to instant messaging, Snapchat, Skype or via online gaming environments. This does not apply to existing actual (as opposed to virtual) friendships with people of the same age;
- Maccabi Representatives (especially a coaches or volunteers) are not permitted to use their role to befriend friends of children or young people that they coach or supervise;
- Maccabi Representatives need to ensure that a parent is copied into any SMS or email sent to a young person or child;
- all emails and instant messages from Maccabi Representatives to children or young people must be for legitimate purposes related to Maccabi arrangements or business, for example, coaching feedback, location of Maccabi activities or skill development.

Messages at all times should be professional, not secretive and must not convey any sexually suggestive language; and

- secret one - on - one communication (via any form of media) between a Maccabi Representative and a child or young person is prohibited.

CHANGE ROOMS

The right to children's privacy must be balanced with their need for safety and protection. Therefore Maccabi Representatives (especially coaches and managers) need to use their discretion based on the age, developmental stage and needs of the child or young person. There may be some circumstances where a child due to age or ability needs assistance with changing, and in those circumstances the following general principles must be adhered to:

- Maccabi Representatives and parents should not be in one - on - one situations with a child or young person, who is not their own child, when they are in a change room;
- Maccabi Representatives and parents should not dress or undress in a change room when any other children, other than their own child, are present;
- young people who identify as transgender (people whose gender identity is different from the sex assigned to them at birth) should be consulted on their preference of change rooms and their wishes respected at all time;
- in a public change room, a Maccabi Representative should supervise to ensure that children are safe from abuse from other members of the public;
- male Maccabi Representatives must not enter female change rooms and female Maccabi Representatives must not enter male change rooms; and
- coaches and managers should ensure that no photography of the children or young people in states of undress occurs in the change room. If images are taken they must be deleted immediately and the person taking the photos should be immediately counselled about why it is inappropriate.

SLEEPING ARRANGEMENTS WHEN TRAVELLING

From time to time personnel are required to accompany children and young people interstate or overseas. Practices while travelling must be consistent with the Codes of Conduct and Child Safety Policy at all times. When putting in place sleeping arrangements, it is the responsibility of coaches and managers to ensure that:

- children have sleeping arrangements that do not compromise their safety. Coaches and managers must ensure that each child has their own bed and is not required to share a bed with another child or young person or adult;
- children are not left in the care of unauthorised persons. For example children shall not be left unattended in accommodation venues;
- children and young people are provided with privacy when bathing and dressing;
- children and young people only share hotel rooms or bedrooms with children of the same gender;
- young people who are transgender are consulted on their choice of sleeping arrangements;
- children and young people are provided with the contact details of the responsible Maccabi Representative at all times, and in the case of Junior Carnival, their host parent/s;
- children and young people have the right and a pre-arranged method to contact their parent or guardian during their stay; and

- if children or young people express or report any fear for their safety or allegation of abuse or discomfort in relation to their future safety in any host family or other accommodation, immediate steps are taken to remove them from the location and procedures according to this Handbook are followed.

PHYSICAL CONTACT WITH CHILDREN AND YOUNG PEOPLE

Maccabi **does not seek to ban** all physical contact between children and young people and Maccabi Representatives. Some physical contact may be required in the interests of training or coaching or assisting the child or young person. This excludes the delivery of medical or health services by appropriately medically trained personnel when required for the delivery of first aid. At all other times the physical contact must be appropriate, for example to aid skill refinement and technique, based on the needs of the young person or child not the adult.

Under no circumstances should any Maccabi Representative have contact with a child or young person participating in Maccabi activities that:

- would appear to a reasonable person to have a sexual or suggestive connotation or purpose;
- includes touching genitals, breasts, or buttocks or face;
- is intended to cause pain or distress to the child or young person (for example physical discipline);
- is overly physical, for example, roughhousing, tickling, full frontal hugs or wrestling. Full front hugs should be avoided. Where initiated by a child, a side hug is recommended;
- is unnecessary for the age, stage or physical needs of child, for example assisting with toileting or showering when not required; and/or
- is initiated against the wishes of the child or young person, with the exception of such contact being necessary to prevent injury to the child, young person or another person. In this case physical restraint must be the last resort, and the level of force must be appropriate to the specific circumstances and aimed solely at restraining the child or young person to prevent them from causing harm to themselves or others.

ACCEPTABLE BOUNDARIES

All Maccabi Representatives must limit all contact with children and young people to what is reasonably expected to be Maccabi business. Appropriate boundaries include the following:

- meeting or contacting children or young people outside of official Maccabi business is not permitted;
- meeting alone with a child or young person whom they coach or supervise is not permitted. If meeting with a child or young person for coaching purposes, another Maccabi Representative or the young person's parent or another authorised adult must be present;
- external coaches or support personnel may not be invited to participate in Maccabi activities at any level without prior endorsement from the Club's Committee;
- any specialised training or coaching must be offered to everyone in a team, and no favouritism or special treatment shown to one young person or child;
- Maccabi prefers that its Representatives do not provide separate personalised services (paid or voluntary) to the child's family e.g. babysitting, coaching or tutoring;
- Parents/guardians should make their own separate inquiries about Representatives, and take responsibility for engaging them to provide private services. Maccabi will not be involved with the details or outcomes of these private arrangements;
- the giving of gifts to a by a Maccabi Representative to young people or children who

they coach or supervise is prohibited. The only exception to this rule relates to the next clause; that is, that gifts may be given upon attendance at a social function. In this forum the gift is part of social etiquette and does not signify special treatment and cannot be misinterpreted or used for the purposes of grooming a child for sexual abuse; and

- Maccabi Representatives must not attend a private social function of the child or young person except in exceptional circumstances such as significant milestone, for example an 18th birthday party or Bar or Bat Mitzvah party, or if an adult member of the child's family is a close friend of the Representative. However in these circumstances the following conditions must be followed:
 - the invitation must be sanctioned by the parent/guardian; and
 - other adults must be present at the function and the Maccabi Representative must not be alone with the child/young person or other young people or children; or
 - if the Maccabi Representative is a coach, the coach must inform their Club Committee that they want to attend the function and when and where the function is occurring and the supervisor deems it appropriate for them to attend.

USE OF LANGUAGE

Language and tone of voice used when speaking with children and young people or in the presence of young people should provide clear direction, boost their confidence, encourage and sustain them.

Language and tone of voice should not be harmful to children. Avoid language that is:

- discriminatory, sexist or racist or homophobic;
- derogatory, belittling, negative;
- intended to threaten, frighten or intimidate; and/or
- profane (swearing).

Language used must be appropriate to the circumstances and where possible nurturing towards the child or young person. Harmful language and using an aggressive raised voice should be avoided when disciplining a child or young person.

Jokes, stories or references which are sexual in nature should be avoided at all times.

GUIDELINE FOR PARENTS

We expect all parents and other spectators associated with Maccabi to:

- observe Maccabi's guidelines for parents set out below;
- when necessary, politely and respectfully remind others of their obligations under these guidelines; and
- if witnessing another person behaving in a manner inconsistent with the MPP Handbook (particularly with respect to child safety), report the matter to a Maccabi official so that appropriate action can be taken. For further details on how to make a report of this nature, see the Grievance Resolution Guidelines in Chapter 6.

To create a safe environment, we have developed the following as an overarching guideline for parents:

- always comply with the Codes of Conduct;
- advise Maccabi of any special needs your child may have or develop relating to unique medical, physical, behavioural, and psychological factors that affect his or her development. Including but not limited to gender, health (asthma, physical abilities allergies etc.) and behavioural issues (Trauma, ADHD, self-harming etc.); and

follow the rules and guidelines as determined by the association conducting the game or event.

PROFORMA

The following proforma is provided to assist with enacting this Chapter of the Maccabi Policies

MACCABI TRANSPORTATION APPROVAL FORM

I, _____ (parent/guardian)

of _____ (child's full name)

hereby give permission for _____ (coach or other adult's name)

to be responsible for the transport of my child, subject to the following conditions:

When: (select one)

If a one off, please specify date: _____

If for an extended period (eg every Wednesday for term 1), please specify. Please note that a school term is the longest period of time that can be approved: _____

Mode of Transport: (select one or more)

Car of the coach or authorised adult – please be informed that it is preferred that there be at _____ least one other person in the vehicle at all times. Whilst it is preferred that two adults are present Maccabi cannot guarantee this on all occasions, and I as the parent/guardian understand this to be the case.

Public transport. Please specify your understanding of what this is: _____

Other, please specify: _____

Locations of start and end of journey: _____

Reason for journey: _____

Parent/Guardian Name: _____

Parent/Guardian Contact Number: _____

Parent/Guardian Signature: _____ Date: ____ / ____ / ____

Approval:

Club Committee Member Name: _____

Club Committee Member Signature: _____

Date: ____ / ____ / ____