



## Eltham Wildcats Basketball Club Child Safety and Wellbeing Code of Conduct

This Code of Conduct outlines appropriate standards of behaviour by adults towards children.

The Code of Conduct aims to protect children and reduce any opportunities for abuse or harm to occur. It also helps staff and volunteers by providing them with guidance on how to best support children and how to avoid or better manage difficult situations. This Code of Conduct applies to all people involved in Eltham Wildcats Basketball Club's activities, including management, administrators, coaches, officials, volunteers, spectators and parents.

All Eltham Wildcats Basketball Club staff and volunteers are responsible for promoting the safety and wellbeing of children and young people by:

- Adhering to our Child Safety and Wellbeing Policy, this Code of Conduct, other Eltham Wildcats Basketball Club policies, and Basketball Victoria policies
- Taking all reasonable steps to protect children from abuse
- Treating everyone with respect, including listening to and valuing their ideas and opinions
- Welcoming all children and their families and carers and being inclusive
- Respecting cultural, religious and political differences and acting in a culturally sensitive way, particularly when interacting with children who are Aboriginal or otherwise culturally or linguistically diverse and those with a disability
- Modelling appropriate adult behaviour
- Listening to children and responding to them appropriately
- Reporting and acting on any breaches of this Code of Conduct, complaints or concerns appropriately and treat them seriously and with respect.
- Complying with our guidelines on physical contact with children
- Working with children in an open and transparent way – other adults should always know about the work you are doing with children
- Respecting the privacy of children and their families, and only disclosing information to people who have a need to know.

Eltham Wildcats Basketball Club staff and volunteers **MUST NOT**:

- Seek to use children in any way to meet the needs of adults
- Ignore or disregard any concerns, suspicions or disclosures of child abuse
- Use prejudice, oppressive behaviour or inappropriate language with children
- Engage in rough physical games
- Discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- Initiate unnecessary physical contact with children or do things of a personal nature that children can do for themselves, such as toileting or changing clothes
- Develop 'special' relationships with specific children or show favouritism through the provision of gifts or inappropriate attention
- Exchange personal contact details such as phone number, social networking site or email addresses with children
- Have unauthorised contact with children and young people online or by phone.

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to Eltham Wildcats Basketball Club's Child Safety and Wellbeing Officers *Rachel Morgan, Leanne Sheean, Leanne Giardina and Kristy Dodwell*. These people can be contacted via email [welfare@elthambasketball.net.au](mailto:welfare@elthambasketball.net.au) or 9439 5686

This Code of Conduct will be reviewed by Eltham Wildcats Basketball Club annually.

I have read this Code of Conduct and agree to abide by it at all times.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Role: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment 1

### PROMOTING GOOD PRACTICE

This attachment will help you identify what is meant by good practice and poor practice in relation to child safety and welfare.

#### Good Practice

All personnel should adhere to the following principles and actions:

- make the experience of basketball fun and enjoyable: promote fairness, confront and deal with bullying
- be an excellent role model; this includes not smoking or drinking alcohol in the company of young people
- always give enthusiastic and constructive feedback rather than negative criticism
- treat all young people, including Aboriginal children, children from culturally and/or linguistically diverse backgrounds and children with a disability equally and with respect and dignity
- always put the welfare of the young person first, before winning
- always work in an open environment (e.g. avoiding private or unobserved situations and encouraging open communication with no secrets)
- maintain a safe and appropriate distance with players (e.g. it is not appropriate for staff or volunteers to have an intimate relationship with a child or to share a room with them)
- avoid unnecessary physical contact with young people. Where any form of manual/physical support is required it should be provided openly and with the consent of the young person. Physical contact can be appropriate so long as it is neither intrusive nor disturbing and the young person's consent has been given
- involve parents/carers wherever possible, e.g. where young people need to be supervised in changing rooms, encourage parents to take responsibility for their own child. If groups have to, be supervised in changing rooms always ensure parents, coaches, etc. work in pairs
- request written parental consent if club officials are required to transport young people in their cars
- gain written parental consent for any significant travel arrangements e.g. overnight stays
- ensure that if mixed teams are taken away, they should always be accompanied by a male and female member of staff
- ensure that at away events adults should not enter a young person's room or invite young people to their rooms
- recognise the developmental needs and capacity of the young person and do not risk sacrificing welfare in a desire for club or personal achievements. This means avoiding excessive training or competition and not pushing them against their will
- secure written parental consent for the club to act in loco parentis, to give permission for the administration of emergency first aid or other medical treatment if the need arises
- keep a written record of any injury that occurs, along with details of any treatment given

### **Poor Practice**

The following are regarded as poor practice and should be avoided by all personnel:

- unnecessarily spending excessive amounts of time alone with young people away from others
- taking young people alone in a car on journeys, however short
- taking young people to your home where they will be alone with you
- sharing a room with a young person
- engaging in rough, physical or sexually provocative games, including horseplay
- allowing or engaging in inappropriate touching of any form
- allowing young people to use inappropriate language unchallenged
- making sexually suggestive comments to a young person, even in fun
- reducing a young person to tears as a form of control
- allowing allegations made by a young person to go unchallenged, unrecorded or not acted upon
- doing things of a personal nature that the young person can do for themselves.
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When a case arises where it is impractical/impossible to avoid certain situation e.g. transporting a young person in your car, the tasks should only be carried out with the full understanding and consent of the parent/care and the young person involved.

If during your care, you accidentally hurt a young person, the young person seems distressed in any manner, appears to be sexually aroused by your actions and/or if the young person misunderstands or misinterprets something you have done, report any such incidents as soon as possible to another colleague and make a written note of it. Parents should also be informed of the incident.