



Adelaide Wind Orchestra's Child Safety Policy

Author : Ben Bersten

Role : President of Adelaide Wind Orchestra

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1. Purpose

This policy was written to demonstrate the strong commitment of Adelaide Wind Orchestra to child safety and establishing and maintaining child safe and child friendly environments.

2. Context

This policy reflects our commitment to provide a safe environment where every person has the right to be treated with respect and is safe and protected from harm. It complies with our obligations under the Children and Young People (Safety) Act 2017 and Children's Protection Act 1993, including:

Section 8B – 8D – child safe environments and criminal history assessments for people working with children; and
Section 11 – Mandatory reporting.

It also complies with the Child safe environments: Principles of good practice and Child safe environments: Standards for dealing with information obtained about the criminal history of employees and volunteers who work with children issued by the Chief Executive (Section 8A, Children's Protection Act 1993).

3. Scope

This policy, from the date of endorsement, applies to all members, conductors, guest performers, volunteers, parents, care givers, guardians and any other individuals involved in the administration or presentation of events for the organisation.

4. Commitment to child safety

All children who come to events run by the Adelaide Wind Orchestra have a right to feel and be safe. Whilst Adelaide Wind Orchestra is comprised of an adult-only membership, we will on occasion run events involved the participation of children. We are committed to the safety and well-being of all children and young people accessing our events and the welfare of the children in our care will always be our priority. We aim to create a child safe and child friendly environment where all children are valued and feel safe. We have appointed a child safety officer as a first point of contact to provide advice and support to children, parents, employees and volunteers regarding the safety and well-being of children in our organisation

5. Children's participation

Adelaide Wind Orchestra encourages our members, conductors, guest performers, volunteers, parents, care givers, guardians and any other individuals involved in the administration or management of the organisation to express their views and make suggestions especially those matters that directly affect children. We listen to and act upon any concerns that children, young people or their families raise with us.

We value diversity and do not tolerate any discriminatory practices.

6. Recruitment practices

Adelaide Wind Orchestra takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children.

We employ a range of screening measures and apply best practice standards in the screening and recruitment of membership and guests who will be working with children or on our management committee.

We interview all guests and volunteers who have direct contact with children at our events.

We request submission of a clear Department of Communities and Social Inclusion (DCSI) Screening Check for people within and involved with the organisation working with children, as set out in Section 8B of the Children's Protection Act 1993. These checks are required for anyone within our organisation that:

has regular contact with children and is not directly supervised at all times;
works in close proximity to children on a regular basis and is not directly

supervised at all times; or
supervises or manages persons who:
have regular contact with children or
work in close proximity to children on a regular basis.

The President of the Organisation, the Event Manager for nominated events including children, and the nominated Child Safety Officer will all have attended the Respond to Abuse and Neglect training.

7. Code of Conduct

All members are made aware of, and must abide by, our Code of Conduct. Our Code of Conduct was developed in collaboration with all of our membership with a clear mandate for developing a positive child-safe environment for any children involved in our events.

Our Code of Conduct can be found on our website here -
www.awo.org.au/codeofconduct

8. Support for members and volunteers

Adelaide Wind Orchestra will provide support and supervision, so people feel valued, respected and fairly treated. We ensure that members, conductors, guest artists, volunteers, parents, care givers, guardians and any other individuals involved in the administration or management of the organisation and events produced by the organisation who work with children have ongoing supervision, support and training so that their performance is developed and enhanced to promote the establishment and maintenance of a child safe environment.

9. Reporting and responding to suspected child abuse and neglect

Information about making appropriate reports of abuse or neglect is available from the Families SA website : <http://www.families.sa.gov.au/childsafe>.

Adelaide Wind Orchestra will not tolerate incidents of child abuse.

All members, conductors, guest artists, volunteers, parents, care givers, guardians and any other individuals involved in the administration or management of the club understand their obligation to notify the Child Abuse Report Line on 13 14 78 as soon as practicable if they have a reasonable suspicion that a child has been, or is being, abused or neglected.

The President of the Organisation, the Event Manager for nominated events including children, and the nominated Child Safety Officer will all have attended the Respond to Abuse and Neglect training.

We also ensure that employees have access to relevant information resources such as:

Child safe environment: Guidelines for mandated notifiers and information for organisations (available to view or download from www.families.sa.gov.au/childsafe)

Families SA reporting child abuse website:
<http://www.dfc.sa.gov.au/pub/default.aspx?tabid=485>

Free online SMART (Strategies for Managing Abuse Related Trauma) Learning package, developed by the Australian Childhood Foundation:
www.childhood.org.au)

We ensure that support is also available for the members, guest conductors and artists, volunteers, parents, care givers, guardians and any other individuals involved in the administration or management of the organisation making the report, particularly where an ongoing service is provided to the child, young person and their family.

Supporting children, young people and their families - Child Protection is everyone's responsibility. Adelaide Wind Orchestra recognises that even where a report is made, we may still have a role in supporting the child or young person. This support may include:

Referring the child, young person or their family to other appropriate services

Displaying information about services that can assist children and their families (such as the Kids Helpline and Youth Helpline) in areas accessed by children and their families.

Dealing with reports or concerns relating to the actions of an employee or volunteer of our organisation

In addition to making a report to the Child Abuse Report Line, members, guest conductors and artists, volunteers, parents, care givers, guardians and any other individuals involved in the administration or management of the organisation must also report to our Child Safety Officer or management if reasonable suspicion is formed that a child has been, or is being, abused or neglected by another member, employee, or volunteer.

These contacts can be found here: www.awo.org.au/executivecontact
In response to any report to management concerning a member, employee or volunteer of this organisation, management may determine to take disciplinary action.

Other protective actions may also be introduced to ensure the safety of children and young people within our organisation.

10. Strategies to minimise risk

To help maintain a safe environment for children, Adelaide Wind Orchestra reviews its risks regularly and implements strategies to minimise and manage these risks.

Policies and procedures may address (but are not limited to):

Safety

Personal Injury

Transportation

Taking images of children

Supervision of children

Child safety officer

Complaints procedures

Physical contact

Responsibilities

Procedure for breaches of policy

Training\cyber safe guidelines

Protecting privacy and confidentiality

Procedures for dealing with situations where a member is being investigated for, or is charged with, a serious criminal offence.

11. Harassment/bullying

Adelaide Wind Orchestra opposes all forms of harassment, discrimination and bullying. We take this issue seriously and encourage anyone who believes that they, or another person, has been harassed, discriminated against or bullied to raise this issue with management.

12. Communication

Adelaide Wind Orchestra will ensure that everyone to whom this policy applies is aware of and has had an opportunity to read the policy.

13. Related policies and procedures

Code of Conduct (www.awo.org.au/codeofconduct)

Risk Management Strategy (www.awo.org.au/risk)

Any other policies and procedures developed to manage risks and protect children. (www.awo.org.au/childprotection)