



Wynnum Vikings AFC

Safeguarding Children & Young People

Volunteer Information, Screening & Training





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Wynnum Vikings AFC



OUR COMMITMENT TO CHILD SAFETY

The Wynnum Vikings is dedicated creating a safe, inclusive and supportive environment where every child and young person feels safe, respected and heard.

Read our full statement of commitment and our safeguarding policies on our website.



Wynnum Vikings Child Safeguarding Policies

[Full statement of commitment to Child Safeguarding](#)

[Wynnum Vikings Child Safeguarding Policy](#)

[Wynnum Vikings Recruitment and Screening Policy](#)

[Wynnum Vikings Social Media Policy](#)

[Wynnum Vikings Supervision Guidelines](#)

*Click on links to read each policy
or they can be found on our website*



General Volunteer Requirements

Volunteers must adhere to the following requirements applicable to their role::

WORKING WITH CHILDREN CHECK (Blue Cards)

- *Required for all roles involving direct regular contact with children or roles which are involved in making decisions concerning children.*
- *A parent exemption can also apply - see the 'Blue Card' page for further information about if this applies to you.*

ANNUAL CHILD SAFEGUARDING TRAINING

The recommended online safeguarding module is to be completed by selected volunteers annually.

To see if you are required to complete the training please see the 'Volunteer Requirements Matrix' page.

ACCREDITATIONS AND QUALIFICATIONS

Relevant accreditations and qualifications must be completed and up-to-date

Example:

Coach Accreditation to be completed.

First Aid qualifications must be current and evidence provided to Registrar.

VOLUNTEER REGISTRATION (Play Hq)

All club volunteers must be registered on Play Hq as a Coach, Team Manager, Medical Officer or Volunteer.





General Volunteer Requirements

Check which requirements are applicable to your role:

<u>VOLUNTEER ROLE</u> ↓	<u>BLUE CARD</u>	<u>PARENT EXEMPTION</u>	<u>ANNUAL ONLINE SAFEGUARDING TRAINING</u>	<u>PLAY HQ VOLUNTEER REGISTRATION</u>	<u>OTHER ACCREDITATION / TRAINING</u>
COACH / ASSISTANT COACH	YES	N/A	YES	YES	COACH ACCREDITATION
TEAM MANAGER	PREFERRED	YES	YES	YES	N/A
FIRST AID OFFICER	YES	N/A	YES	YES	CURRENT FIRST AID QUALIFICATION
GROUND MARSHALL	PREFERRED	YES	N/A	YES	GROUND MARSHALL GUIDE / VIDEO
REGULAR PARENT HELPER	PREFERRED	YES	N/A	YES	N/A

Working With Children Check (Blue Cards)

[Link to apply for a Blue Card](#)

Who Requires a Blue Card?

- *All committee members*
- *All coaches (as required by accreditation standards)*
- *All paid sports trainers and qualified first aid providers*
- *All team officials including coaches, assistant coaches, runners, team managers, ground marshalls - unless a parent exemption applies*
- *Umpires over the age of 18*



Blue Card - Parent Exemption

If you are volunteering for activities your own child is participating in, you generally do not need a Blue Card. Further details about conditions can be read [here](#)

However, if you use the parent exemption, you will be asked to sign a form to declare that you are not a restricted person.

Our Registrar will provide you with a copy of the declaration to sign and this will be kept on our records.



Annual Online Safeguarding Training

The Safeguarding Children and Young People in Sport Induction course by Sport Integrity Australia is here to help you better understand what safeguarding is and how you can understand Safeguarding Children and Young People in sport.

[Complete the course here](#) if you are required to.

Email certificate of completion to
registrar@wynnumvikingsafl.com.au



Reporting Obligations



- Volunteers and members must report any concern involving abuse or risk of harm to the Club's Child Safeguarding Officer and, if necessary, to police or Child Protection authorities.
- Follow the actions of the Wynnum Vikings AFC Child Safeguarding Reporting Procedure as represented on following slides.

Wynnum Vikings Child Safeguarding Officer



Name: Kellie McKillop

Contact: childsafeguarding@wynnumvikingsafl.com.au

Other Important Contacts:

President: Mickey Maher

Contact: president@wynnumvikingsafl.com.au

Vice President: Andrew Gray

Contact: vicepresident@wynnumvikingsafl.com.au



WVAFC CHILD SAFEGUARDING REPORTING PROCEDURE



Child is in
immediate danger

Report to Police
Call 000

Notify Child Safety
Officer / Club
President



You have concerns
about a child's
safety or well being

Make a report to
Child Safety Officer
/ Club President

Report is recorded,
assessed and action
taken by club



You suspect a child
has been sexually
abused

Report to Police
immediately

Failure to report is
a criminal offence

WVAFC CHILD SAFEGUARDING INCIDENT REPORTING PROCESS

WHAT TO REPORT

- Observed abuse, harm, neglect
- Potential abuse, harm, neglect
- Suspicion of abuse, harm, neglect
- Breaches of the WVAFC Safeguarding Children and Young People Policy / Code of Conduct

****Abuse, Harm, Neglect can be emotional, physical, sexual**

HOW TO REPORT

**IMMEDIATE DANGER /
SEXUAL ABUSE**



Call Police 000

**SUSPICION OR CONCERN OF
ABUSE OR HARM**



**Contact:
Child Safety Officer
Club President**

WHAT HAPPENS NEXT

- Reports are documented and stored confidentially by Child Safety Officer.
- Reports are assessed and determined whether the concern is handled internally or escalated to external authorities.
- The Child Safety Officer will review the incident, update risk management plan and report learnings to the committee.

KEY CLUB CONTACTS

CHILD SAFETY OFFICER – childsafeguarding@wynnumvikingsafl.com.au

CLUB PRESIDENT – president@wynnumvikingsafl.com.au



Related Resources & Links

[Apply for a Blue Card](#)

[Annual Online Safeguarding Training](#)

[Coach Accreditation](#)

[Ground Marshall Training](#)

[Play Hq Volunteer Registration](#)

Email Contacts:

For any questions regarding these requirements please contact
registrar@wynnumvikingsafl.com.au

or your age group coordinators...

auskick@wynnumvikingsafl.com.au
juniors@wynnumvikingsafl.com.au
youth@wynnumvikingsafl.com.au
female@wynnumvikingsafl.com.au



**FOLLOW THIS LINK TO COMPLETE ALL ITEMS
IN ONE PLACE**

<https://forms.office.com/r/TbmAx0KdES>

