

Child Safe Standards Risk Management Plan

Football Club Name:	MINCHINBURY JETS SOCCER CLUB	Responsible staff member:	
Date endorsed:		Endorsed by:	
Next review date:		File location:	MINCHINBURY JETS SOCCER CLUB

RISK TITLE AND DESCRIPTION <i>Provide a risk title and short description.</i>	RISK ASSESSMENT <i>Describe the causes of the child safety risk. Describe the consequences for children if the child safety risk happens</i>		EXISTING CONTROLS <i>Describe the existing child safety and wellbeing controls you have in place to mitigate the child safety risk</i> <i>Sample content is provided below</i>	CONTROLS ASSESSMENT <i>Taken together, are the controls adequate to reduce the risk and harms to a tolerable level?</i>	NEW TREATMENTS AND WHO IS RESPONSIBLE? <i>If controls need to be strengthened, describe any new controls you will implement to mitigate the child safety risk and who is responsible for the new treatments?</i>	BY WHEN? <i>When will this be done?</i>
Child Safe Standard 1 – MJSC Leadership, Governance and Culture						
<p>Risk Title: Leadership, governance and culture</p> <p>Description: There is a risk that child safety and wellbeing is not embedded in the school's leadership, governance and culture</p> <p>Risk type: Organisational, Propensity</p>	<ul style="list-style-type: none"> • Child safety is not prioritised • Decision-making power concentrated in one individual • Unclear accountabilities • Staff and volunteers are unaware of the club's expectations relating to their conduct and role in supporting child safety and wellbeing. • Culture of secret keeping • Lack of leadership on child safety • Poor understanding of the foreseeable risks relating to child abuse • Poor child safety messaging 	<ul style="list-style-type: none"> • Increased risk of child abuse occurring, remaining undetected and not being responded to appropriately because the school does not have a culture of child safety and reporting of child safety incidents or concerns • Increased risk of child abuse occurring, remaining undetected and not being responded to appropriately because staff and volunteer roles and responsibilities are not clear • Poor practices and understanding of information sharing obligations may result in staff or volunteers not sharing important information to reduce the risk of child abuse or conversely, sharing sensitive information inappropriately contributing to further harm. • Physical and psychological harm as a result of child abuse 	<ul style="list-style-type: none"> • Our Member Protection Policy outlines the controls in place to ensure a child safe culture is embedded across the club and is implemented. • Our Child Safety Code of Conduct is adopted and actively enforced by club leadership. Inconsistent staff or volunteer conduct is swiftly addressed. • Our Member Protection Policy and Child Safety Code of Conduct are publicly available and promoted in the local and sporting community. • This risk register is reviewed annually and after any significant child safety incident or concern • Our Member Protection Policy supports volunteer and paid staff to understand their obligations on information sharing, reporting, and recordkeeping. • Child Safety posters and fair play are displayed around the club grounds. 	Yes/No	<ul style="list-style-type: none"> • Identify other actions your club may take using the guidance available at) The Child Safe Standards (nsw.gov.au) 	
Child Safe Standard 2 – Children are safe, informed and actively participate						
<p>Risk Title: Child Participation and Empowerment</p> <p>Description: There is a risk that children will not be empowered about their rights, participate in decisions affecting them or be taken seriously</p> <p>Risk type: Vulnerability</p>	<ul style="list-style-type: none"> • Children and younger people don't know how to make a complaint or raise a concern or don't feel confident that they will be listened to. • Children and younger people don't understand their rights. • Child input in decision making is not supported or valued. • Child and younger people contributions or concerns are not taken seriously. • Children and younger people are coerced or silenced by adults at the club. 	<ul style="list-style-type: none"> • Abuse is more likely to happen if children and younger people do not feel supported to participate in decisions that affect them and do not feel like they will be listened to. • Failure to empower children and younger people with information about their rights, child safety risks, will increase the risk of abuse going unidentified and unspoken. • If children and younger people do not feel confident or empowered to raise a concern, they will be unwilling to report abuse. 	<ul style="list-style-type: none"> • Our Member Protection Policy outlines the controls in place to support children and younger people empowerment and is implemented. • Our Child Safe Reporting Policy details how children and younger people can raise complaints and concerns and is promoted widely to parents, children, and younger people. • Our Member Protection Policy outlines the controls in place to ensure children and younger people holistic wellbeing is supported and prioritised. • Children and younger people are educated about their rights through Your Rights: How to Make Australia More Child Friendly Australian Human Rights Commission 	Yes/No	<ul style="list-style-type: none"> • Identify other actions your club may take using the guidance available at • The Child Safe Standards (nsw.gov.au) • Empowerment and participation – a guide for organisations working with children and young people 	

RISK TITLE AND DESCRIPTION	RISK ASSESSMENT		EXISTING CONTROLS	CONTROLS ASSESSMENT	NEW TREATMENTS AND WHO IS RESPONSIBLE?	BY WHEN?
<i>Provide a risk title and short description.</i>	<i>Describe the causes of the child safety risk.</i>	<i>Describe the consequences for children if the child safety risk happens</i>	<i>Describe the existing child safety and wellbeing controls you have in place to mitigate the child safety risk</i> <i>Sample content is provided below</i>	<i>Taken together, are the controls adequate to reduce the risk and harms to a tolerable level?</i>	<i>If controls need to be strengthened, describe any new controls you will implement to mitigate the child safety risk and who is responsible for the new treatments?</i>	<i>When will this be done?</i>
Child Safe Standard 3 – Family and Community Participation						
<p>Risk Title: Families and community involvement</p> <p>Description: There is a risk that families and communities are not informed and involved in promoting child safety.</p> <p>Risk type: Organisational</p>	<ul style="list-style-type: none"> • Unwelcoming staff • Lack of appreciation of the value of community consultation and engagement • The club does not offer information to families and communities or avenues to contribute to policies and decisions relating to child safety. • Lack of staff and volunteer training, culture, or willingness to engage families and soccer communities. 	<ul style="list-style-type: none"> • Child safety practices without input from families may result in practices that do not cover all the diverse needs of children and younger people, resulting in a risk that they do not feel safe or able to actively participate in our club sport (see Child Safe Standard 1 and 3) • Families and communities not engaged in child safety at the MJSC are less likely to be able to support the school to reduce risk by keeping an eye out for unsafe behaviours and raising concerns. • Families cannot help children and younger people identify abuse. • Families do not support children and younger people who want to make a complaint. • If families lack awareness about child safety including risks of child abuse, children may be more vulnerable to being groomed by perpetrators seeking to obtain their trust. • Physical and psychological harm as a result of child abuse 	<ul style="list-style-type: none"> • Our Member Protection Policy outlines the controls in place to engage families and is implemented. • All child safety policies and procedures are publicly available and promoted at MJSC. • Families and the community are invited to have a say in the development and review of child safety policies, procedures, and practices at Minchinbury Jets Soccer Club and newsletters 	Yes/No	<ul style="list-style-type: none"> • Identify other actions your club may take using the guidance available at The Child Safe Standards (nsw.gov.au) 	
Child Safe Standard 4 – Equity and Diverse Needs						
<p>Risk Title: Diversity and equity</p> <p>Description: There is a risk that equity is not effectively upheld, and diverse needs are not respected in policy and practice</p> <p>Risk type: Vulnerability</p>	<ul style="list-style-type: none"> • Diverse cohorts have not been identified for targeted support (such as children and younger people with disability, students who identify as lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+), children and younger people who are culturally and linguistically diverse. • Diverse cohorts not supported adequately. • Diverse cohorts feel unwelcome. • Lack of staff and volunteer training on diversity and supporting and responding to vulnerable students • Lack of respectful culture • Incidents of discrimination or humiliation are not effectively addressed and managed 	<ul style="list-style-type: none"> • Diverse cohorts who do not feel safe or who are not adequately supported for their diverse and specific needs are more at risk of abuse and harm and will be less able or willing to report concerns. • Experiencing discrimination can increase a child's vulnerability to abuse and harm and can also mean they are less likely to ask for help or speak up if they have a concern • Physical and psychological harm as a result of child abuse 	<ul style="list-style-type: none"> • Our Member Protection Policy outlines the controls in place to support equity and diverse needs and is implemented. • Our Member Protection Policy outlines how the club pays particular attention to the needs of students with disability, students from culturally and linguistically diverse backgrounds, students who are unable to live at home, international students, and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) children and younger people. • Child safety information, support and complaints processes are culturally safe, accessible, and easy to understand. • Implement: <ul style="list-style-type: none"> ○ MJSC Child Safety Code of Conduct.pdf ○ Child Safe Reporting Policy.pdf ○ Risk Management part 1_ Responding to risk.pdf ○ Risk Management part 2_ Identifying risk.pdf ○ footballnsw.com.au/wp-content/uploads/2017/04/FFA-National-Member-Protection-Policy.pdf ○ 	Yes/No	<ul style="list-style-type: none"> • Identify other actions your club may take using the guidance available at The Child Safe Standards (nsw.gov.au) • 	
Child Safe Standard 5 – Suitable Staff and Volunteers						
<p>Risk Title: Suitable paid and volunteer staff</p>	<ul style="list-style-type: none"> • Poor recruitment and pre-employment screening processes • Provision of false information during recruitment 	<ul style="list-style-type: none"> • Insufficient promotion of the club's commitment to child safety during recruitment processes may fail to deter 	<ul style="list-style-type: none"> • Our Member Protection Policy outlines the controls in place: <ul style="list-style-type: none"> ○ for child safe recruitment and screening practices for staff. 	Yes/No	<ul style="list-style-type: none"> • Identify other actions your club may take using the guidance available at The Child Safe Standards (nsw.gov.au) 	

RISK TITLE AND DESCRIPTION	RISK ASSESSMENT		EXISTING CONTROLS	CONTROLS ASSESSMENT	NEW TREATMENTS AND WHO IS RESPONSIBLE?	BY WHEN?
<i>Provide a risk title and short description.</i>	<i>Describe the causes of the child safety risk.</i>	<i>Describe the consequences for children if the child safety risk happens</i>	<i>Describe the existing child safety and wellbeing controls you have in place to mitigate the child safety risk</i> <i>Sample content is provided below</i>	<i>Taken together, are the controls adequate to reduce the risk and harms to a tolerable level?</i>	<i>If controls need to be strengthened, describe any new controls you will implement to mitigate the child safety risk and who is responsible for the new treatments?</i>	<i>When will this be done?</i>
<p>Description: There is a risk that staff and volunteers are not suitable to work with children or effectively supported to uphold child safety and wellbeing values in practice</p> <p>Risk type: Organisational, Propensity</p>	<ul style="list-style-type: none"> Poor management of conflicts of interest Insufficient induction on commencement of working at school Inappropriate behaviour by other adults is not called out due to lack of empowerment or awareness of behaviours of concern Insufficient promotion of the school's commitment to child safety Lack of child safety culture Insufficient supervision Performance management does not focus on or address concerns relating to child safety. 	<p>potential predators from seeking paid or volunteering roles at our club.</p> <ul style="list-style-type: none"> History and behaviours of concern relating to suitability to work or volunteer with children are not identified resulting in increased risk of child abuse. Conflicts of interests in recruiting staff may increase the risk of other staff not reporting concerns relating to staff conduct, and where concerns are reported or identified, increased risk of them not being responded to in an objective manner with the focus on child safety. Insufficient induction results in the increased risk that staff fail to identify child safety risks and signs of harm and are unable to respond appropriately when they do identify risks of harm or when a complaint or concerns is disclosed to them. Insufficient supervision and performance management results in increased risk of child abuse and harm to our children and younger people. Paid and volunteer staff do not understand their role and responsibilities in promoting and supporting child safety resulting in increased risk of harm. Physical and psychological harm as a result of child abuse. 	<ul style="list-style-type: none"> to ensure staff and volunteers are provided with an appropriate induction in the club's child safety policies and practices. to ensure ongoing supervision and management of staff and volunteers are focused on child safety. <ul style="list-style-type: none"> All actions and strategies outlined in our Child Safety Code of Conduct and Member Protection Policy are implemented 			
Child Safe Standard 6 – Complaints Processes						
<p>Risk Title: Complaints processes</p> <p>Description: There is a risk that processes for complaints and concerns are not child focused</p> <p>Risk type: Organisational, Vulnerability</p>	<ul style="list-style-type: none"> Children, younger people, and parents/carers are uncertain about how to raise a complaint or concern because information is not accessible or easily understood. Processes do not support students, parents and carers to make complaints or raise concerns Complaints processes or responsible paid and volunteer staff do not make students feel safe or supported to report. Children and younger people input in decision making is not valued. Children, younger people, parent and carer concerns/complaints are not taken seriously. Inadequate response to complaints or concerns relating to child abuse 	<ul style="list-style-type: none"> Failure to ensure there is accessible, culturally safe, and easily understood information on how to raise a complaint or concern increases the risk of students, parents and carers not reporting behaviours of concern or abuse. Children and younger people may be unwilling to report behaviours of concern or abuse if they feel they will not be taken seriously or if they do not feel safe to report. Failure to have a clear process for responding to complaints and concerns about child abuse may result in inappropriate or insufficient action being taken resulting in continued or further harm to the child and other children. Physical and psychological harm as a result of child abuse 	<ul style="list-style-type: none"> Our Child Safe Reporting Policy and Member Protection Complaints Procedures Policy outlines the controls in place to ensure children and younger people are provided with accessible, culturally safe, and easily understood information on raising a complaint or concern. Our Child Safety Reporting Policy and Procedures outlines the procedures for responding to complaints or concerns relating to child abuse. Child Safety Responding and Reporting Obligations Policy and Procedures are publicly available on the school website. The Member Protection Policy, Child Safety Code of Conduct and Child Safety Responding and Reporting Obligations Policy and Procedures are implemented by all relevant paid and volunteer staff. Our Child Safety Reporting Policy sets out all recordkeeping, privacy and information sharing obligations that must be met when responding to complaints and concerns. All complaints and concerns are managed in accordance with legislation and by-law obligations. Our club seeks advice from Blacktown District Soccer Football Association, Football NSW, Football Federation Australia, and the Office of 	Yes/No	<ul style="list-style-type: none"> Identify other actions your club may take using the guidance available at Member Protection Framework National Complaints Procedures.pdf 	

RISK TITLE AND DESCRIPTION	RISK ASSESSMENT		EXISTING CONTROLS	CONTROLS ASSESSMENT	NEW TREATMENTS AND WHO IS RESPONSIBLE?	BY WHEN?
<i>Provide a risk title and short description.</i>	<i>Describe the causes of the child safety risk.</i>	<i>Describe the consequences for children if the child safety risk happens</i>	<i>Describe the existing child safety and wellbeing controls you have in place to mitigate the child safety risk</i> <i>Sample content is provided below</i>	<i>Taken together, are the controls adequate to reduce the risk and harms to a tolerable level?</i>	<i>If controls need to be strengthened, describe any new controls you will implement to mitigate the child safety risk and who is responsible for the new treatments?</i>	<i>When will this be done?</i>
			Children’s Guardian NSW, Office of Communities and Justice NSW and Police in dealing with complaints and concerns relating to child abuse by a member/former member of paid and volunteer staff. It includes club, family, and community members.			
Child Safe Standard 7 – Child Safety Knowledge, Skills, and Awareness						
<p>Risk Title: Knowledge, skills and awareness</p> <p>Description: There is a risk that staff and volunteers are not equipped with the knowledge, skills and awareness to keep children and students safe through ongoing education and training</p> <p>Risk type: Organisational</p>	<ul style="list-style-type: none"> Member Protection and Child safety training not provided to paid and volunteer staff annually. Child safety training is not refreshed or updated where policy, practice or law has changed. Training does not cover all necessary topics. Training is poorly facilitated. <p>Also refer to Child Safe Standard 5 risks above</p>	<ul style="list-style-type: none"> Inability to identify child safety risks including inappropriate behaviour and signs of harm resulting in increased risk of failing to protect children from child abuse, and underreporting of child safety incidents to relevant staff and authorities Insufficient understanding about the club’s child safety policies, practices, and obligations results in increased risk that they will not be appropriately implemented by staff and volunteers and an increased risk to children and younger people of child abuse occurring and of continuing to occur undetected. Physical and psychological harm as a result of child abuse. 	<ul style="list-style-type: none"> Our Member Protection Policy and Child Safety Code of Conduct outlines the controls in place to ensure school council and school staff receive appropriate annual guidance and training on child safety and is implemented. 	Yes/No	<ul style="list-style-type: none"> Identify other actions your school may take using the guidance available at A guide to the Child Safe Standards.pdf 	
Child Safe Standard 8 – Physical and Online Environments						
<p>Risk Title: MJSC physical environment</p> <p>Description: There is a risk the club’s child safety policies, procedures and practices do not adequately address and manage the risk of abuse and harm in the club’s physical environment</p> <p>Risk type: Situational</p>	<ul style="list-style-type: none"> Areas of child safety risk at the MJSC facility or grounds are not identified and appropriately supervised or managed. 	<ul style="list-style-type: none"> There is an increased risk of child abuse occurring on club grounds or facility areas if policies, procedures, and practices fail to identify and manage areas of risk in the school’s physical environment. Physical and psychological harm as a result of child abuse. 	<ul style="list-style-type: none"> Ground duty staff actively patrol the club grounds, paying particular attention to secluded areas that have been identified as high risk including MJSC toilet and change room facilities. Child safety and wellbeing policies, procedures and practices are in place to enable staff and volunteers to identify and mitigate risks in the physical club environment without compromising a child or younger peoples’ right to privacy, access to information, social connections and learning opportunities, including our Member Protection Policy and Child Safety Code of Conduct. Club store shed and uniform shop are locked unless in use, with controlled access to keys. 	Yes/No	<ul style="list-style-type: none"> Identify other actions your school may take using the guidance available at A guide to the Child Safe Standards.pdf 	
<p>Risk Title: Online environment.</p> <p>Description: There is a risk the club’s child safety policies, procedures and practices do not adequately address and manage the risk of abuse and harm in the club’s online environment.</p> <p>Risk type: Situational</p>	<ul style="list-style-type: none"> Child safety risks in the club’s online environment are not identified and appropriately managed. Children and younger people are not provided with education about online risks and appropriate online behaviours. 	<ul style="list-style-type: none"> There is an increased risk of child abuse occurring if policies, procedures, and practices fail to identify and manage areas of risk in the school’s online environment – particularly risks relating to grooming and further risk of abuse if the grooming goes undetected. Physical and psychological harm as a result of child abuse. 	<ul style="list-style-type: none"> Our Social Media and Video/Images Policies outline the controls in place for online conduct and online safety and is implemented. Acceptable Use Agreements are in place and enforced. Member Protection and Child safety policies, procedures and practices are in place to enable staff and volunteers to identify and mitigate risks in the online school environment without compromising a child or student’s right to privacy, access to information, social connections and learning opportunities, including our Member Protection Policy and Child Safety Code of Conduct. 	Yes/No	<ul style="list-style-type: none"> Identify other actions your school may take using the guidance available at A guide to the Child Safe Standards.pdf Policy-Social-Media.pdf (bdsfa.com) Policy-Video-Images.pdf (bdsfa.com) 	

RISK TITLE AND DESCRIPTION	RISK ASSESSMENT		EXISTING CONTROLS	CONTROLS ASSESSMENT	NEW TREATMENTS AND WHO IS RESPONSIBLE?	BY WHEN?
<i>Provide a risk title and short description.</i>	<i>Describe the causes of the child safety risk.</i>	<i>Describe the consequences for children if the child safety risk happens</i>	<i>Describe the existing child safety and wellbeing controls you have in place to mitigate the child safety risk</i> <i>Sample content is provided below</i>	<i>Taken together, are the controls adequate to reduce the risk and harms to a tolerable level?</i>	<i>If controls need to be strengthened, describe any new controls you will implement to mitigate the child safety risk and who is responsible for the new treatments?</i>	<i>When will this be done?</i>
Child Safe Standard 9 – Implementation of Child Safety Practices						
<p>Risk Title: Policies and procedures.</p> <p>Description: There is a risk that policies and procedures do not effectively document how the organisation is safe for children and students and are not effectively implemented by staff and volunteers.</p> <p>Risk type: Organisational</p>	<ul style="list-style-type: none"> The policies and procedures do not address all actions and measures required under the Child Safe Standards. The policies and procedures are not informed by best practice models and family and community engagement. Staff and relevant volunteers are not provided with an adequate induction or ongoing training and are not properly supported to implement the policies and procedures due to lack of modelling and support from leaders. Policies and procedures are difficult to understand. 	<ul style="list-style-type: none"> If the Member Protection and Child Safety policies and procedures fail to address all aspects of the Child Safe Standards it will result in gaps in protection of children and increased risk relating to child abuse If Member Protection and Child Safety policies and procedures are not effectively documented or are difficult to understand it may result in paid and volunteer staff (particularly new members) being unaware of their child safety obligations, roles and responsibilities increasing the risk of child abuse. If Member Protection and Child Safety policies and procedures are not informed by best practice or family and community engagement it may result in compromised ability to protect children from child abuse. Failure to induct, train and support paid and volunteer staff on implementation of child safety policies and procedures increases the risk of child abuse. Failure to report and protect child abuse offences. Physical and psychological harm as a result of child abuse 	<ul style="list-style-type: none"> Our Child Safety and Member Protection policies and procedures address all aspects of the Child Safe Standards. Our paid and volunteer staff are inducted and trained on our Member Protection and Child Safety policies, procedures and practices and are supported to implement them. Our Club leaders champion and model our child safety policies, procedures and practices and address any performance concerns relating to paid and volunteer staff conduct or implementation. Our Member Protection Information Officer and Child Safety Officer regularly reviews and A guide to the Child Safe Standards.pdf other relevant policies to ensure our own local child safety policies, procedures and practices are informed by best practice and updated where required. Our Reporting Obligations and Processes policy are inducted and trained to address the failure of reporting and protecting child abuse. 	Yes/No	<ul style="list-style-type: none"> Identify other actions your club may take using the guidance available at A guide to the Child Safe Standards.pdf Reporting Obligations and Processes (nsw.gov.au) 	
Child Safe Standard 10 – Policies and Procedures document how MJSC is Child Safe						
<p>Risk Title: Review and improvement</p> <p>Description: There is a risk that the implementation of the Child Safe Standards is not regularly reviewed and improved</p> <p>Risk type: Organisational</p>	<ul style="list-style-type: none"> Failure to regularly review child safety policies, procedures, and practices (annually) or following any significant child safety incident. Failure to use analysis of complaints, concerns, and safety incidents to inform possible improvements to child safety policies, procedures, and practices. Failure to inform families and communities of the outcome of reviews of child safety policies, procedures, and practices. Refer to Child Standards 1, 6 & 9. 	<ul style="list-style-type: none"> Child safety policy, procedures and practices may become out of date with any new laws or guidance on good practice, compromising the club's ability to protect students from child abuse and to respond appropriately to complaints and concerns. Child safety policy, procedures and practices may no longer meet the needs of the MJSC community compromising the club's ability to protect children and younger people from child abuse and to respond appropriately to complaints and concerns. Child safety policy, procedures and practices are not improved as a result of analysis of past complaints, concerns, and safety incidents, reducing the club's ability to protect children and younger people from child abuse and to respond appropriately to complaints and concerns. Physical and psychological harm as a result of child abuse. 	<ul style="list-style-type: none"> A register of the club's policies relating to the child safe standards, including approvers and review cycles is used to support paid and volunteer staff to maintain and update our policies. MPIO and Child Safety Officer is established to document, report and review child safety policies and procedures. We determine the causes of child safety incidents and monitor for repeat issues or systemic failures, updating any child safety policy, procedure, or practice where gaps or improvements are identified. We have a log of complaints and concerns to allow us to monitor areas for improvement in our child safety policies, procedures, and practices. We inform families through our club's newsletter when child safety policies and procedures are being reviewed and ensure they are invited to provide feedback. 	Yes/No	<ul style="list-style-type: none"> Identify other actions the club may take using the guidance available at A guide to the Child Safe Standards.pdf 	