



Coogee Beach Volleyball Association

Child Safe Policy

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Our Commitment to Child Safety & Policy Intent

The intent of this policy is to provide a clear framework and commitment from Coogee Beach Volleyball Association (CBVA) to safeguard the welfare, safety, and wellbeing of all children and young people involved in our programs, events, and activities.

CBVA recognises its responsibility to create and maintain a safe, inclusive, and respectful environment where children and young people are protected from harm, abuse, neglect, and exploitation. This policy outlines our commitment to child-safe practices and our expectations of staff, coaches, volunteers, and members in upholding these standards at all times.

Our goal is to ensure that every child and young person who engages with CBVA feels safe, supported, and empowered to participate in volleyball free from risk and in a positive, nurturing environment.

CBVA must understand and comply with several child protection standards and laws. These include:

1. [10 Child Safe Standards](#) (cf [Appendix 1](#))
2. [Children's Guardian Act 2019](#)
3. [Child Protection \(Working with Children\) Act 2012](#)
4. [Child Protection \(Working with Children\) Regulation 2013](#)

Roles and Responsibilities

Everyone who works or volunteers at the club who oversees child safety, whether a board member, volunteer, is expected to carry out the requirements specific to their role to keep children safe. This includes:

1. upholding our club's commitment to child safety
2. reading, signing, and upholding the behaviour set out in our Child Safe Code of Conduct
3. completing all assigned tasks as stated in our procedures such as "*Junior participation in Adult Coaching policy*".
4. taking part in our regular reviews of our child safe policies
5. reporting all breaches of our policies or any allegations of child harm or abuse.

Child Safe Recruitment and Induction

Working with Children Check

Every Paid and Volunteer Coach, whether or not they coach in the junior program should have a valid WWCC. They must apply to it with Service NSW.

The outcome of a check is either a clearance to work with children or a bar against working with children.

If cleared, the check will be valid for 5 years. Once the certificate is received, they must send it to the board.

Club Clearance

The Junior program Leader or an appointed board member must maintain the register of WWCC Certificate. They need to connect to the employer portal of the NSW Office of the Children's Guardian, and check the clearance of each coach working in the club.

Induction

All coaches must read and sign the Child Safe Policy and the Code of Conduct, available on the website. The Junior program head coach will provide and explain the "Interacting with Children Guidelines".

We also encourage them to register to the newsletter of "Play by the Rules" and complete the free elearning module "Safeguarding Children and Young People in Sport Induction course" created by Play by the Rules and Sport Integrity Australia

Prohibited Conduct

A person commits a breach of this policy when they:

1. are found guilty of any breach of New South Wales and/or Australian law relating to or involving Child Abuse or Grooming; or
2. either alone or in conjunction with another, engage in any of the following conduct, in-person or online:
 - a. Harmful Behaviours Towards a Junior;
 - b. Bullying;
 - c. Discrimination;
 - d. Harassment;
 - e. Victimisation;
 - f. Vilification;
 - g. request or infer that the Junior keep any communication secret from their parents/carer, or other Relevant Person such as a coach or administrator, or Relevant Organisation
 - h. supply alcohol, or drugs (including tobacco) to a junior;
 - i. supply medicine to a Junior, except for lifesaving treatment or with the consent of the parent/guardian

Supervision of Children

CBVA is committed to ensuring that all children and young people are appropriately supervised during their involvement in volleyball activities. Supervision must prioritise their safety, wellbeing, and dignity at all times.

During session time, children and young people must be actively supervised by at least one of CBVA's coaches or staff members for the entire duration of any scheduled training session.

The training sessions are open to observation by parents/carers to create an environment of transparency and safety.

CBVA is not responsible for supervising children or young people outside of designated program or session times (e.g. before drop-off or after pick-up).

Parents and guardians are responsible for ensuring timely drop-off and collection of their child.

Physical Contact with Children

CBVA recognises that in some sporting contexts, limited physical contact with children and young people may be appropriate and necessary—for example, for safety, skill instruction, or injury management. However, all physical contact must be respectful, appropriate, and consistent with our commitment to child safety.

All Relevant Persons must ensure that:

1. Physical contact is only made when necessary and is clearly understood by the child or young person.
2. The child or young person consents to the contact whenever possible, and it is not done in a manner that could be perceived as threatening, intrusive, or sexual.
3. Contact is limited to what is required for coaching, safety, or first aid and is conducted in an open and observable environment.
4. Any physical contact is explained in advance (e.g. adjusting posture during training), and alternatives are used wherever possible.
5. They immediately stop contact if a child or young person appears uncomfortable or withdraws consent.
6. Physical contact is never used to discipline, control, or punish a child or young person.

Unnecessary, inappropriate, or unexplained physical contact may be considered a breach of this policy and will be taken seriously.

Online Communication

CBVA acknowledges the growing role of digital communication in sport and is committed to ensuring that all online interactions with children and young people are safe, professional, and appropriate.

All Relevant Persons must follow these guidelines when communicating with children or young people via digital platforms, including email, text messages, messaging apps, and social media:

1. No communicating directly (one to one) with a child or young person, either electronically or online (including phone calls) without the inclusion of a representative from the club or team and/or the child or young person's parent or carer.
2. Communication should remain professional at all times and limited to information directly related to beach volleyball activities (e.g. training schedules, event updates).
3. Use official CBVA platforms or accounts for communication where possible, rather than personal profiles or private messaging.
4. Avoid one-on-one private communication. Where possible, include a parent/guardian or another team official in messages.
5. Do not send or request personal content, including photos or videos unrelated to CBVA activities.
6. Do not interact with children or young people on personal social media accounts, including "friending" or "following," unless this interaction is part of a clearly defined, CBVA-approved communication channel.
7. Do not use communication platforms to express personal feelings or form inappropriate relationships.

Any online communication that is inappropriate, unprofessional, or breaches this policy will be treated seriously and may result in disciplinary action.

Illness and Injury Management

CBVA is committed to ensuring the health and wellbeing of all children and young people participating in our activities. We take all illness and injury matters seriously and will respond promptly, responsibly, and with care.

All Relevant Persons must:

1. Take immediate and appropriate action if a child or young person shows signs of illness or injury during CBVA activities.
2. Stop the activity and ensure the child or young person is attended to in a safe and supportive environment.
3. Seek medical assistance when required, including first aid, contacting emergency services, or referring the child to appropriate health professionals.
4. Inform the parent or legal guardian as soon as possible, including full details of the incident, treatment provided, and any recommendations for follow-up care.
5. Record the incident in accordance with first aid or injury report forms and transfer it to the board to be stored in the club's drive.
6. Respect the privacy and dignity of the child or young person when managing illness or injury.
7. Ensure that no child or young person is pressured to participate if they are unwell or recovering from an injury.

Children and young people with a known medical condition or injury should only participate in CBVA activities with appropriate medical clearance and in accordance with any care plans provided by parents, guardians, or healthcare professionals.

Photography and the Use of Images

CBVA and Relevant Persons must:

1. Obtain written or oral permission of a young person's parent or carer before taking any photos or videos. This may include electronic formats such as email or SMS.
2. Where appropriate and possible, obtain consent from the child or young person themselves.
3. Ensure that all images or videos are directly related to the child or young person's participation in beach volleyball and are used only for official CBVA purposes (e.g. promotional materials, reports, social media with permission).

4. Ensure children and young people are appropriately dressed and presented in a respectful and safe manner.
5. Store all images (digital or hard copy) securely to prevent unauthorised access, and delete or destroy them when no longer required.

CBVA and Relevant Persons musn't:

1. Take photos or videos of children or young people for personal use.
2. Take or store images of children or young people on personal devices, including phones or cameras, unless authorised and necessary for official CBVA purposes.
3. Share or distribute images or footage to anyone outside of CBVA without the knowledge and approval of the child's parent or carer.
4. Publish images or videos online, in print, or on social media that identify a child or young person without written consent from the parent or carer.
5. Send images or videos directly to a child or young person or to another individual, outside of approved communication channels.

Report and Complaints

Reporting any breaches of this policy or any allegations of child harm or abuse should be done in writing to board@cbva.org.au.

Training

To prevent breaches of this policy, build positive behaviours in sport, and protect participants from environments and behaviours that are unsafe for children and young people, CBVA is committed to providing appropriate safeguarding education and training to relevant junior program staff, coaches and board members.

CBVA is responsible for communicating training to:

- Understand their obligations under this policy,
- Recognise indicators of harm or abuse,

- Know how to respond to and report concerns or incidents appropriately, and
- Promote a safe, inclusive, and child-friendly sporting environment.

Training will be provided as part of onboarding for new personnel and refreshed periodically to ensure continued awareness and compliance.

Appendix

Appendix 1: The 10 Child Safe Standards



Office of the Children's Guardian

Source: NSW Government, Office of the Children's Guardian

https://ocg.nsw.gov.au/sites/default/files/2021-12/g_CSS_GuidetotheStandards.pdf

1. **Leadership and culture:** Child safety is embedded in organisational leadership, governance and culture.
2. **Children's participation:** Children participate in decisions affecting them and are taken seriously.
3. **Families and communities:** Families and communities are informed and involved.
4. **Equity and diversity:** Equity is upheld and diverse needs are taken into account.
5. **Suitability of workers:** People working with children are suitable and supported.
6. **Complaint handling:** Processes to respond to complaints of child abuse are child-focused.
7. **Knowledge and skills:** Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.
8. **Physical and online environments:** Physical and online environments minimise the opportunity for abuse to occur.
9. **Continuous improvement:** Implementation of the Child Safe Standards is continuously reviewed and improved.
10. **Policies and procedures:** Policies and procedures document how the organisation is child safe.

Appendix 2: Definitions

Coogee Beach Volleyball will apply the definitions used by the [Safeguarding Children and Young People Policy of Volleyball Australia](#)

Adult means a person aged 18 years or over.

Approved Person means a family member or a guardian, or a person who has been approved by the parent/carer and has an established relationship with the Child/Young Person and/or their family.

Bullying means a person or group of people repeatedly and intentionally using words or actions, or the inappropriate use of power, against someone or a group of people to cause distress and risk to their wellbeing, whether in-person or online.

Child/Young/Junior Person means a person who is under the age of 18 years.

Child Abuse means;

1. Physical Abuse is when a person subjects a Child/Young Person to application of physical force, which may cause injury intentionally or inadvertently as a result of physical punishment or the aggressive treatment of a Child/Young Person. Physically abusive behaviour includes, but is not limited to:
 - a. Shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking; and
 - b. Harmful training methods or overtraining where there is the potential to result in damage to a Child/Young Person's physical development.
2. Emotional Abuse occurs when a Child/Young Person does not receive the love, affection, or attention they need for healthy emotional, psychological, and social development or are exposed to violence/abuse against other Children/Young People or Adults. Such abuse may involve:
 - a. repeated rejection or threats to a Child/Young Person (either in-person or online);
 - b. constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule, intentional exclusion, continual coldness, and rejection (either in-person or online);
 - c. Bullying and Harassment (either in-person or online);
 - d. threats to physically harm or hurt a Child/Young Person (either in-person or online); and
 - e. harmful training methods or overtraining where there is the potential to result in damage to a Child/Young Person's physical, intellectual, or emotional wellbeing and development.
3. Sexual Abuse occurs when an Adult, or a person in authority (i.e., older, or younger but more physically or intellectually developed) involves a Child/Young Person in any sexual activity.

Perpetrators of sexual abuse take advantage of their power, authority, or position over the Child/Young Person for their own benefit. It can include making sexual comments to a Child/Young Person, kissing, touching a Child/Young Person's genitals or breasts, oral sex, or intercourse with a Child/Young Person.

4. Neglect is the persistent failure or deliberate failure or denial to meet a Child/Young Person's basic needs. Neglect includes the failure to provide adequate food, clothing shelter, adequate supervision, clean water, medical attention, or supervision to the extent that the Child/Young Person's health and development is or is likely to be harmed. Types of Neglect include physical, medical, emotional, educational neglect and abandonment.
5. Exposure to Family and Domestic Violence refers to abusive behaviour in any personal relationship that allows one person to intimidate, or to gain power and control over the other. This is often thought of to occur between married spouses or in other intimate relationships, but actually refers to any family relationship, or persons living in the same home.

Complaints, Disputes and Discipline Policy means the policy adopted by Coogee Beach Volleyball Association for the handling and resolution of allegations regarding Prohibited Conduct.

Discrimination includes both direct and indirect discrimination (either on person or online) which have the following meaning:

1. 'Direct discrimination' occurs where, because a person has a Protected Characteristic, they are treated less favourably than a person without that characteristic would be treated in the same or similar circumstances.
2. 'Indirect discrimination' occurs where a practice, rule, requirement or condition that applies to everyone disadvantages people with a Protected Characteristic and the practice, rule, requirement or condition is not reasonable in the circumstances.

Grooming means behaviours that manipulate or control a Child/Young Person, their family, guardian and carers or other support networks, or organisations, with the intention to gain access to the Child/Young Person, obtain the Child/Young Person's compliance, maintain the Child/Young Person's silence, and avoid discovery of sexual abuse.

Harassment means any type of behaviour towards a Child/Young Person that they do not want and that is offensive, abusive, belittling or threatening and is reasonably likely to cause harm to the Child/Young Person who is the subject of the harassment, whether in-person or online.

Harmful Behaviour Towards a Child/Young Person means any behaviour involving a Child/Young Person that is objectively age inappropriate and/or places the Child/Young Person at risk of harm. This includes but is not limited to:

1. Child Abuse;

2. harmful training methods including physical punishment or overtraining which may cause harm to a Child/Young Person;
3. excessive or unnecessary emphasis on appearance, weight requirements or muscularity (either in-person or online) that may include practices such as:
 - a. encouraging or enforcing excessive dieting or restrictive eating;
 - b. excessive weigh-ins or focus on weight goals, body composition testing that is a sport requirement that carries punishment for the outcome (for example repeated bouts of exercises as punishment for weight gain); or
 - c. unsafe practices that could put health at risk in order to reach weight or appearance requirements without adequate medical support (for example dehydration or restrictive eating).
4. forcing a Child/Young Person to train or compete when ill or injured;
5. threatening or humiliating a Child/Young Person (either in-person or online);
6. using disciplinary action involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating;
7. making sexual comments to a Child/Young Person or engaging in open discussions of a
8. sexual or Adult nature with (either on person or online), or in the presence a Child/Young Person;
9. taking inappropriate photos or footage of a Child/Young Person; or
10. inappropriate and/or intimate physical contact with a Child/Young Person which is sexual in nature or causes them to feel uncomfortable, or feel pain or distress.

Person in Position of Authority means a person, regardless of age, who through their position or involvement in Beach Volleyball can exercise power, control, or influence over a Child/Young Person.

Victimisation means subjecting a person, or threatening to subject a person, either in-person or online, to any unfair treatment because the person has made, or intends to pursue their right to make, a complaint, report or lawful disclosure, including under applicable legislation or this Policy, or for supporting another person to take such action.

Vilification means a public act, conduct or behaviour, either in-person or online, that incites hatred, serious contempt for, or revulsion or severe ridicule of, a person or group of people because of a characteristic they hold.