

# MOTORCYCLING AUSTRALIA POLICY

<b>Title:</b>	<b>Child Welfare Commitment</b>
<b>Last Review Date:</b>	11 August 2020
<b>Next Review Date:</b>	August 2022
<b>Responsible Persons:</b>	Motorcycling Australia Board
<b>Authority:</b>	This Policy is made under clause 15 of the MA Constitution. It is binding on all MA Members and volunteers, and all employees of MA and its State Controlling Bodies, and is to be interpreted in accordance with the MA Constitution.

## 1. PURPOSE

- 1.1 Motorcycling is a sport involving CYP across Australia.
- 1.2 The MA Board endorses this Commitment to keeping CYP from abuse and neglect. MA takes seriously its responsibility to deliver an inclusive sporting environment able to be embraced by everyone wishing to participate in it, demonstrated by:
  - 1.2.1 actively anticipating CYP's diverse circumstances and responding effectively to those with additional vulnerabilities
  - 1.2.2 giving all CYP access to information, support and complaints processes, and
  - 1.2.3 paying attention to the needs of Aboriginal and Torres Strait Islander CYP, CYP with a disability and CYP from culturally and linguistically diverse backgrounds.
- 1.3 It is the responsibility of all within the Sport, from board to executives to staff and volunteers, to:
  - 1.3.1 protect CYP from all forms of abuse, bullying and exploitation by people within the Sport;
  - 1.3.2 be alert to incidents of abuse and neglect occurring outside of the Sport that may have an impact on CYP;
  - 1.3.3 provide CYP access to information, support and complaints processes; and
  - 1.3.4 create and maintain a culture of promoting the welfare of all Members, including CYP, that is understood, endorsed and put into action by all people within the Sport.
- 1.4 MA expects all within the Sport, regardless of their role or level of responsibility, to act in the best interests of CYP by adopting the practices and behaviours MA has set as its standard when carrying out their roles, and reporting any abuse or neglect of which they become aware to MA management and/or to external authorities responsible for child protection or to police, regardless of whether that abuse is being perpetrated by staff and volunteers within the Sport, or by those

outside the Sport including those from the CYP's family, extended family, their family's extended network or strangers.

## 2. DEFINITIONS AND INTERPRETATION

2.1 **Commitment** means this Child Welfare Commitment.

2.2 **CYP** means children and young people being a person under the age of 18 years who engages in the Sport.

2.3 **MA** means Motorcycling Australia Ltd

2.4 **Member** has the meaning given to it by the MA Constitution.

2.5 **Personnel** means all persons who are bound by this Code of Conduct.

2.6 **Sport** means the sport or recreational activity of motorcycling.

2.7 Headings are for convenience only and do not affect interpretation and unless the context indicates a contrary intention.

2.8 "Includes" in any form is not a word of limitation.

2.9 A reference to "month" is to a calendar month.

2.10 A reference to "\$" or "dollar" is to Australian currency.

## 3. RESPONSIBILITIES

3.1 The MA Board is responsible for the development and endorsement of this Commitment. It delegates the implementation of this Commitment to the CEO. The role of each entity in relation to the development and compliance of this Commitment is detailed in the table below.

Entity	Role/Responsibility
<b>Board</b>	<ul style="list-style-type: none"> <li>Promote the adoption of this Commitment and its expectations within the Sport.</li> <li>Support review of this Commitment on a bi-annual cycle or at a time governed by legislation, regulations, or organisational learnings that promote a change to it or to the Policies and other procedural guidelines that support it.</li> <li>Allocate resources to develop and implement this Commitment and its supporting Policies.</li> <li>Develop opportunities for regular discussion at all levels within the Sport to support a culture of openness and continued improvement and accountability to CYP and member welfare.</li> <li>Advocate and promote CYP rights, where appropriate empowering and engaging CYP in support of this Commitment and its expectations.</li> </ul>
<b>CEO</b>	<ul style="list-style-type: none"> <li>Take steps to communicate to all staff and volunteers their obligations under this Commitment.</li> <li>Put into place measures to implement amongst relevant stakeholders the suite of child welfare policies that support this Commitment.</li> <li>Implement internal procedures and guidelines to support the expectations of this Commitment.</li> </ul>

Entity	Role/Responsibility
	<ul style="list-style-type: none"> <li>• Allocate resources to implement of the suite of child welfare policies.</li> <li>• Support staff and volunteers involved in actions to protect a CYP from abuse, neglect, grooming or exploitation, including providing appropriate support services such as counselling and formal debriefing.</li> <li>• Develop opportunities for regular discussion at all levels within the Sport to support a culture of continuous improvement and accountability of CYP and member welfare.</li> <li>• Communicate to staff and volunteers the recruitment screening practice applicable to individuals with specific roles in working, coaching or volunteering with CYP.</li> </ul>
<b>Staff &amp; volunteers</b>	<ul style="list-style-type: none"> <li>• Know what is expected of them under this Commitment and the suite of child welfare policies.</li> <li>• Undertake any induction and training anticipated in this Commitment.</li> <li>• Apply the recruitment screening practices applicable to individuals with specific roles in working, coaching or volunteering with CYP.</li> <li>• Seek guidance from a supervisor or manager if there is ever any lack of understanding of the expectations of this Commitment.</li> <li>• Take action to protect CYP from all forms of abuse, bullying and exploitation.</li> <li>• Assist in creating and maintaining an inclusive and supportive culture within our Sport.</li> </ul>

#### 4. COMMITMENT

4.1 The MA Board is committed to promoting the welfare of CYP. MA's policies and procedures seek to address risks to the welfare of CYP. MA's suite of child welfare policies is accessible in forms that are easy to understand, and are communicated to CYP and their families, to staff and volunteers and to the general public. MA regularly review its policies and advises staff and volunteers of changes.

4.2 MA is committed to the health and wellbeing of children & young people.

4.3 This document states MA's clear commitment to promoting the welfare of CYP and keeping them from abuse and neglect.

4.4 MA staff and volunteers know the behaviour MA expects.

4.5 MA communicates with all people in the Sport involved in the delivery of services to CYP their role and the behaviour MA expects in relation to keeping CYP from abuse and neglect through application of the Code of Conduct. MA utilises position descriptions that clearly state relevant child welfare requirements. MA has a Code of Conduct, which is approved and endorsed by MA, that outlines MA's expectations for behaviour towards CYP, and that is communicated to staff and volunteers who are required to commit to it.

4.6 MA minimises the likelihood of recruiting a person who is unsuitable.

4.7 MA has adopted measures to minimise the likelihood of recruiting staff or volunteers who are unsuitable to work / volunteer with CYP. MA's recruitment screening practices, according to the role and function being recruited for:

4.7.1 Communicate MA'S Commitment to CYP welfare to potential applicants

4.7.2 Involve face-to-face interviews which include child welfare-related questions

4.7.3 reference checks are undertaken

4.7.4 Include screening checks (e.g. working with children) and qualification checks.

#### 4.8 Induction and training is part of MA'S Commitment

4.8.1 New staff and volunteers have induction training that includes MA'S Commitment to CYP welfare including MA'S Code of Conduct and requirement to report child abuse. MA supports ongoing education and training on CYP welfare for staff and volunteers.

4.8.2 MA'S staff and volunteers understand their responsibility for reporting child abuse

4.8.3 MA'S policy for responding to child abuse requires:

- (a) staff and volunteers immediately report abuse or neglect and any concerns with policies, practices or the behaviour of staff and volunteers.
- (b) staff and volunteers meet any legislated mandatory or other jurisdictional reporting requirements
- (c) staff and volunteers follow a specified process when reporting abuse or neglect including who will receive reports
- (d) the failure to report child abuse be treated as misconduct.

4.8.4 MA documents any allegation, disclosure or concern regarding child abuse and it monitors responses to those allegations, disclosures or concerns.

4.8.5 MA maintains and improves policies and practices

4.8.6 MA is committed to maintaining and improving its policies, procedures and practices to keep CYP from neglect and abuse. MA has assigned responsibility for maintaining and improving policies and procedures to the CEO.

4.8.7 MA monitors the practices and behaviours of its staff and volunteers and external providers for policy compliance. MA communicates with staff and volunteers to ensure that they understand MA'S policies and that the policies are effective in the work place. MA requires staff and volunteers to disclose convictions or charges affecting their suitability to work with children and young people and reviews police record and WWCC checks periodically.

4.8.8 MA reviews its service delivery to identify and document potential risks to CYP.