

QAS Safeguarding Children and Young People Policy

Owner: Sport Integrity

CS/SI/0030

Last reviewed: 10/09/2025

Version: 3.00

1 Purpose

Sport Integrity Australia (SIA) developed the National Integrity Framework for a consistent approach to protect sport from integrity threats. In supporting this ethos, the Queensland Academy of Sport (QAS) has developed a suite of sport integrity policies (the QAS Integrity Policies) that meet the Integrity Policy Standards established by SIA and are derived from the National Integrity Framework. The QAS Integrity Policies include:

- Safeguarding Children and Young People Policy
- Participant Protection Policy
- Improper Use of Drugs and Medicine Policy
- Competition Manipulation and Sports Gambling Policy
- Sport Integrity Complaints Policy

QAS has a zero-tolerance policy to harm, abuse and/or neglect of a Child/Young Person in any form.

All Children/Young People have the right to feel safe and protected from all forms of abuse, harm, and neglect. Children/Young People have the right to take part in sport in a safe, positive, and enjoyable environment. QAS is committed to safeguarding and promoting the welfare of Children/Young People who engage with our organisation by providing a safe and inclusive environment and by ensuring that everyone involved with QAS is aware of their rights and responsibilities in relation to Children/Young People.

If you have reason to believe that a Child/Young Person is at immediate risk of harm, you must follow the procedures set out in [Annexure A: How to Respond to an Athlete Safeguarding Concern](#) and report to police and/or Child Safety Services.

2 Statement

This Policy is part of QAS' proactive and preventative approach to upholding its commitment to the safety, wellbeing, participation, and empowerment of all Children/Young People who engage with or are involved in QAS.

2.1 Prohibited Conduct – Relevant Persons

A Relevant Person commits a breach of this Policy when they:

- a) are found guilty of any breach of a relevant State or Territory or Commonwealth law relating to or involving Child Abuse or Grooming; or



- b) either alone or in conjunction with another or others, engage in any of the following conduct, either in-person, online or via any other form of telecommunication, against, or in relation to, a Child/Young Person in the circumstances outlined in the Scope in the policy:
- i) Harmful Behaviours Towards a Child/Young Person;
 - ii) Bullying;
 - iii) Discrimination;
 - iv) Harassment;
 - v) Victimisation;
 - vi) Vilification;
 - vii) request or infer that the Child/Young Person keep any communication secret from their parents/carers, or other Relevant Person such as a coach or administrator, or Relevant Organisation;
 - viii) supply alcohol, or drugs (including tobacco) to a Child/Young Person;
 - ix) supply medicine to a Child/Young Person, except for:
 - where the Relevant Person reasonably believes that the medicine is necessary for lifesaving medical treatment;
 - when permitted by law; or
 - with the consent of the parent, guardian, or carer of the Child/Young Person and under a valid prescription for that Child/Young Person and at the prescribed dosage; or
- c) do not comply with the Child/Young Person Safe Practices as set out in Annexure B that are applicable to all Relevant Persons.
- d) has knowledge of and does not report a breach of Prohibited Conduct under this clause 2.1 to the relevant national sporting organisation, SIA or QAS in accordance with the Sport Integrity Complaints Policy.

2.2 Prohibited Conduct – Person in a Position of Authority

In addition to Prohibited Conduct outlined in 2.1 Prohibited Conduct - Relevant Persons, a Person in a Position of Authority commits a breach of this Policy when they, either alone or in conjunction with another or others, engage in any of the following conduct against, or in relation to, a Child/Young Person in the circumstances outlined in the Scope in this Policy:

- a) continue in a Child/Young Person-related position if they have been charged or convicted of a crime that would make them ineligible to be granted a WWCC; or.
- b) do not comply with the Child/Young Person Safe Practices that are applicable to Persons in a Position of Authority as set out in Annexure B.

2.3 Prohibited Conduct – Relevant Organisations

A Relevant Organisation commits a breach of this Policy when it, in respect of QAS or an Activity:

- a) engages a person who does not have a satisfactory WWCC as per Working with Children (Risk Management and Screening) Act 2000;
- b) does not confirm the validity of a Relevant Person's WWCC currency;

- c) does not undertake any screening measures when appointing a person to a child-related position;
- d) does not obtain adequate informed consent from Approved Person/s prior to any sport sanctioned transportation or overnight accommodation of Children/Young People; or
- e) has knowledge of and does not report a breach of Prohibited Conduct clauses 2.1 or 2.2 to the relevant national sporting organisation, SIA or QAS in accordance with the Sport Integrity Complaints Policy.

2.4 Education

- a) To prevent breaches of this Policy, build positive behaviours in sport and protect participants from the threat posed by behaviours and environments that are unsafe to Children/Young People, QAS is responsible for developing and implementing an education plan addressing the content and subject matter of this Policy.
- b) QAS should engage SIA to assist in the design, implementation, and maintenance of the education plan and to determine priority education groups and appropriate interventions.
- c) QAS may, from time to time, direct certain Participants to undertake education, which will be relevant and proportionate to their level of participation in QAS and the associated integrity risks.
- d) SIA education resources and training material can be found [here](#).

3 Authority

National Principles for Child Safe Organisations

Child Safe Organisations Act 2024

Child Protection Act 1999

Working with Children (Risk Management and Screening) Act 2000

Working with Children (Risk Management and Screening) Regulation 2020

Human Rights Act 2019

Public Sector Act 2022

Public Sector Ethics Act 1994

Criminal Code Act 1899

Queensland Public Service Code of Conduct

Anti-Discrimination Act 1991

This Policy serves as the QAS Child and Youth Risk Management Strategy and supports Working with Children risk management and screening.

4 Scope

This Policy applies to:

- a) Employees
- b) Contractors
- c) QAS board members

- d) All Relevant Persons and Relevant Organisations to which this Policy applies must comply with this Policy (at all times whilst they are a Relevant Person or Relevant Organisation), including:
 - i) in relation to any dealings they have with a Child/Young Person arising from the Relevant Person's, Relevant Organisation's, or the Child/Young Person's involvement in any capacity with QAS.
 - ii) in relation to any dealings relating to a Child/Young Person that they might have with a Relevant Organisation or their staff, contractors, and representatives;
- e) when dealing with a Child/Young Person or other Relevant Person or Relevant Organisation in their capacity as a Relevant Person or Relevant Organisation;
 - i) participation or other involvement in Activities in general.

The following is not within the scope of this Policy where:

- a) interactions involving a Relevant Person and a Child/Young Person where there is no direct or indirect link to QAS.¹

Note: For application of this Policy and supporting documents, the term 'employee' is used collectively to describe persons who perform work for QAS.

5 Delegations

There are no delegations to be exercised for this policy.

6 Responsibilities

Board

- Ensure QAS has appropriate policies that support sport integrity and safeguarding children and young people at QAS.

Chief Executive Officer

- Ensure QAS has appropriate guidelines and tools that support sport integrity and safeguarding children and young people at QAS.
- Liaise with the Sport Integrity Manager regarding the case management approach for any reports or complaints relating to a breach of this Policy that is managed under the QAS Sport Integrity Complaints Policy and/or Sport Integrity Complaints Procedure.
- Support, approve or advise key actions and decisions under the Policy or the Sport Integrity Complaints Policy.

Senior Leadership Team

- Specific members of the senior leadership team may participate in case management processes as appropriate.

Sport Integrity Manager

- Lead all reports or complaints in line with the Sport Integrity Complaints Policy and/or Sport Integrity Complaints Procedure.

¹ Such as pre-existing personal or family relationships.

- Liaise with the Chief Executive Officer throughout the case management process including seeking approval for key actions and decisions under the Policy or the Sport Integrity Complaints Policy.
- Maintain all files relating to each report or complaint in the approved QAS complaint management system.
- As policy owner, liaise with the Principal Governance and Reporting Advisor and Head of Human Resources regarding any updates or changes to this Policy.

Employees and Contractors

- Ensure they understand how this policy applies to their position, and they are clear on how to meet their obligations under this Policy.
- Ensure the timely submission of reports or complaints, as required.
- Maintain confidentiality of all report or complaint processes in which the employee participates.
- Undertake mandatory training (education) on safeguarding children and young people in sport, as required.

7 Reporting requirements

QAS is required to report on customer complaints including those made under this Policy. For further details, please refer to the [Complaints Management Policy](#).

8 Information Privacy

All personal information will be managed in accordance with the [Information Privacy Act 2009](#), in particular the Queensland Privacy Principles (QPPs) in that Act. This includes providing personal information, as required under this policy, with the respective national sporting organisation and SIA.

9 Storage of information

All information will be managed in accordance with the Queensland Government [Information Management Framework](#), which includes the:

- [Public Records Act 2002](#)
- Information Standard 31: Retention and disposal of public records (IS31)
- Information Standard 40: Recordkeeping (IS40).

10 Complaints management

- Allegations of Prohibited Conduct under this Policy may be submitted to
 - the QAS Sport Integrity Manager via:
 - the Sport Integrity Report/Complaint Form: or
 - in person
 - a phone call
- Any behaviour that may constitute a criminal offence should be reported to Queensland Police Service.

- i) The complainant should report the offence to Queensland Police Service.
 - ii) Where QAS has reporting obligations, they may report a matter to Queensland Police Service.
- c) Allegations of Prohibited Conduct under this Policy may also be a breach of a sport's Safeguarding Children and Young People Policy (or equivalent). As such a Report or Complaint can instead be submitted to
- i) the relevant sport by the complainant alleging Prohibited Conduct under the sport's Safeguarding Children and Young People Policy; or
 - ii) SIA by the complainant alleging Prohibited Conduct under the sport's Safeguarding Children and Young People Policy where the alleged behaviour relates to child safeguarding or Discrimination and the relevant sport has adopted the National Integrity Framework.
- d) Allegations of Prohibited Conduct under this Policy will be managed in accordance with the Sport Integrity Complaints Policy or where the allegations relate to an Employee, they may be managed under the QAS [Complaints Management Policy](#) or Investigations and Discipline Directives.
- e) Where a Relevant Organisation becomes aware of a potential breach of this Policy and the information known about that potential breach is such that it would cause a reasonable person to suspect that a Child/Young Person is, or is at risk of, harm or being abused and/or neglected:
- i) the Relevant Organisation must comply with the requirements of Responding to Risk of Abuse and Harm in Annexure A. This includes waiting until statutory agencies have confirmed that they are either not responding to an allegation or have finalised any intervention they deem appropriate;
 - ii) no further action under the Sport Integrity Complaints Policy in relation to that potential breach should occur until the obligations in clause (e) are complied with; and
 - iii) the Relevant Organisations must apply appropriate risk mitigation strategies to keep all Children/Young People safe while an allegation or complaint is being assessed/investigated. This may include risk mitigations such as allocation of alternate duties and / or workplace, increased supervision, suspension, restriction of duties or temporary redeployment, or suspension or restriction of rights, privileges or benefits.
- d) A person who is dissatisfied with, and is directly affected by, a service, action or decision made by QAS, its staff or persons it has engaged to provide services may lodge a complaint in accordance with the [Public Sector Act 2022](#) as outlined in the [Complaints Management Policy](#).
- e) If a complainant is dissatisfied with any action taken by QAS in relation to a complaint, and after they have exhausted all available avenues of review within QAS as outlined in the [Complaints Management Policy](#), they can request for QAS' decision to be reviewed by the [Queensland Ombudsman](#).

11 Employee grievances and appeals

An employee who is the subject of an administrative decision or action is entitled to lodge a complaint in accordance with the Managing Employee Grievances Policy should they feel the administrative decision is unfair or biased.

Employees who are unsatisfied with the outcome of their employee complaint may be entitled to lodge an appeal in accordance with [PSC Appeals Directive 04/23](#).

An appeal may be started by giving the Industrial Registrar an appeal notice. Further information on starting an appeal and appeal rights is available from the [Queensland Industrial Relations Commission](#) website.

12 Human rights considerations

The human rights relevant to this policy: Protection from torture and cruel, inhumane or degrading treatment; Privacy and reputation; Discrimination and Making a Complaint have been considered. This policy does not limit those human rights.

This document was last reviewed in 26/03/2025 to ensure actions and decisions under the policy are made in a manner compatible with human rights. Please note, when implementing this policy, workers must still consider if any human rights are relevant to and likely to be impacted by a particular decision, and whether any limitation of human rights are reasonable and justified.

13 Definitions

The following words have the corresponding meaning in this Policy.

Word/Term/Acronym	Meaning
Activity	A sporting contest, match, competition, event, or activity (including training, testing and specialist support provision), whether on a one-off basis or as part of a series, league, or competition, organised or supported by QAS.
Adult	A person/people 18 years of age and over.
Approved Person	A family member such as mother, father, sister, brother, grandparent, aunt, uncle or cousin, a guardian, carer, 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.
Attribute	Includes: a) sex; b) relationship status; c) pregnancy; d) parental status; e) breastfeeding; f) age; g) race;

Word/Term/Acronym	Meaning
	h) impairment; i) religious belief or religious activity; j) political belief or activity; k) trade union activity; l) sex work activity; m) gender identity; n) sexuality; o) sex characteristics; p) family responsibilities; q) association with, or relation to, a person identified on the basis of any of the above Attributes.
Bullying	Repeated unreasonable behaviour directed towards a person or a group of persons that creates a risk to health and safety. Repeated behaviour refers to the persistent nature of the behaviour and can involve a range of behaviours over time. Unreasonable behaviour means behaviour that a reasonable person, having considered the circumstances, would see as unreasonable.
Child/Young Person	A person/people under 18 years of age.
Child Abuse	a) 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: i) shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking; and ii) harmful training methods or overtraining where there is the potential to result in damage to a Child/Young Person's physical development. b) 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: i) repeated rejection or threats to a Child/Young Person (either in-person or online); ii) constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule, intentional exclusion, continual coldness, and rejection (either in-person or online); iii) Bullying and Harassment (either in-person or online);

Word/Term/Acronym	Meaning
	iv) threats to physically harm or hurt a Child/Young Person (either in-person or online); and v) 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. c) 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. d) 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. e) 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.
Child Protection Legislation	Queensland Child/Young Person protection legislation including Child Protection Act 1999 and Child Safe Organisations Act 2024 as amended from time to time.
Child-Related Duty	As defined in the <i>Public Sector Act 2022</i>: 1) A duty to be performed in a public sector entity is a child related duty if the chief executive of the entity decides under the suitability directive that — a) the duty: i) is to be performed at a place at which services are provided only or mainly to children; or ii) is to be performed in a role involving providing services only or mainly to children; or iii) involves contact with children that is of a type, or happens in a context, that may create an unacceptable level of risk for children; and

Word/Term/Acronym	Meaning
	b) it is necessary to conduct child related employment screening, under the <i>Working with Children (Risk Management and Screening) Act 2000</i>, of a person engaged, proposed to engage, or has engaged, to ensure the person is suitable to perform the duty. 2) However, the duty is not a child related duty if the duty is likely to involve regulated employment (as defined in Schedule 1 – Part 1 of the <i>Working with Children (Risk Management and Screening) Act 2000</i>).
Child/Young Person Safe Commitment	A Relevant Organisations' commitment to Child/Young Person safety in sport, an example of which is outlined in Appendix 1.
Child/Young Person Safe Practices	The Child/Young Person safety requirements and practices adopted and implemented by QAS to help ensure the safety of Children/Young People participating in a sport Activity as outlined in Annexure B.
Contractor	Any person or organisation engaged to provide services for, or on behalf of, QAS. – On hired personnel from recruitment agency – Independent contractor (individual or entity) including their sub-contractors, engaged to provide services, such as physiotherapy, nutrition or other professional services. – Consultants
Discrimination	Direct and indirect discrimination (either in-person or online) which have the following meaning: a) 'Direct discrimination' on the basis of an Attribute happens if a person treats, or proposes to treat, a person with an Attribute less favourably than another person without the Attribute is or would be treated in circumstances that are the same or not materially different. b) 'Indirect discrimination' on the basis of an Attribute happens if a person imposes, or proposes to impose, a term— i) with which a person with an Attribute does not or is not able to comply; and ii) with which a higher proportion of people without the Attribute comply or are able to comply; and iii) that is not reasonable.
Discrimination on the basis of an Attribute	Direct and indirect discrimination on the basis of: a) a characteristic that a person with any of the Attributes generally has; or

Word/Term/Acronym	Meaning
	b) a characteristic that is often imputed to a person with any of the Attributes; or c) an Attribute that a person is presumed to have, or to have had at any time, by the person discriminating; or d) an Attribute that a person had, even if the person did not have it at the time of the discrimination.
Employee	A person employed at the QAS under the <i>Public Sector Act 2022</i> for services at the QAS. An Employee may be: a) permanent, fixed-term and temporary b) secondees from other agencies (including staffing approved under interchange or mobility arrangements) c) work placement staff (such as trainees, work experience students, cadets) d) students (working at QAS under a university agreement) e) non-executive employees engaged via a fixed term contract f) senior officers and senior executives including those engaged via a section 155 contract. <i>The term staff may be used interchangeably for employee throughout this policy.</i>
Grooming	An adult who engages in conduct in relation to a child, or a person who has care of a child, with intent to— a) facilitate the procurement of the child to engage in a sexual act, either in Queensland or elsewhere; or b) expose, without legitimate reason, the child to any indecent matter, either in Queensland or elsewhere; commits a crime.
Harassment	Behaviour that is unwelcome or unsolicited, offensive, humiliating or intimidating, and relates to someone's personal characteristics such as age, disability, race, nationality, religion, political affiliation, sex, relationship status, family or carer responsibilities, sexual orientation, gender identity or intersex status. Harmful behaviour that does not amount to bullying (such as single instances) but creates a risk to health or safety. It may be directed towards an individual or group of employees, and may be a single act, or an ongoing pattern of behaviour.

Word/Term/Acronym	Meaning
Harmful Behaviour Towards a Child/Young Person	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: a) Child Abuse; b) harmful training methods including physical punishment or overtraining which may cause harm to a Child/Young Person; c) excessive or unnecessary emphasis on appearance, weight requirements or muscularity (either in-person or online) that may include practices such as: i) encouraging or enforcing excessive dieting or restrictive eating; ii) 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 iii) 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). d) forcing a Child/Young Person to train or compete when ill or injured; e) threatening or humiliating a Child/Young Person (either in-person or online); f) using disciplinary action involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating; g) making sexual comments to a Child/Young Person or engaging in open discussions of a sexual or Adult nature with (either on person or online), or in the presence a Child/Young Person; h) taking inappropriate photos or footage of a Child/Young Person; or i) 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.
National Institute Network organisation	The organisations that comprise the National Institute Network in Australia, being the Australian Institute of Sport and the eight State and Territory Institutes and Academies of Sport.

Word/Term/Acronym	Meaning
Participant	a) Athletes; b) QAS program coaches appointed to train an Athlete or Team in an Activity; c) administrators who have a role in the administration or operation or Activity of QAS; d) support personnel who are appointed in a professional or voluntary capacity by QAS, including sports science, sports medicine personnel, team managers, agents, selectors, and relevant sport team staff members; and e) any other person who participates in or is involved in running an Activity.
Person in Position of Authority	A person, regardless of age, who through their position or involvement in QAS can exercise power, control, or influence over a Child/Young Person.
Policy	This Safeguarding Child and Young People Policy and any appendices.
Prohibited Conduct	Conduct proscribed at clause 2.1, 2.2 and 2.3 of this Policy.
Recruitment, Screening & Training	The Child/Young Person safety recruitment, screening and training strategies adopted and implemented by Relevant Organisations to help ensure the safety of Children/Young People participating in Activities, as outlined in Appendix 2.
Relevant Organisation	Any of the following organisations: a) QAS; b) any organisation that participates in or is involved in the administration of an Activity (including an Affiliate Organisation), in connection with that Activity; or
Relevant Person	Any of the following persons: a) Participant; b) Employee; c) Contractor; d) QAS board members; or e) any other individual who has agreed to be bound by QAS policies.
Team	A collection or squad of Athletes, registered with or supervised by QAS or entitled to participate in an Activity.
Sport Integrity Complaints Policy	The policy adopted by QAS for the handling and resolution of allegations regarding Prohibited Conduct under this policy by a Relevant Person, Athlete, Relevant Organisation, Contractors and, depending on the conduct, Employees.

Word/Term/Acronym	Meaning
	Allegations against Employees will be considered against and managed as per the QAS Complaints Management Policy.
Victimisation	Happens if a person (the respondent) does an act, or threatens to do an act, to the detriment of another person (the complainant)— a) because the complainant, or a person associated with, or related to, the complainant— i) refused to do an act that would amount to a contravention of the Anti-Discrimination Act; or ii) in good faith, alleged, or intends to allege that a person committed an act that would amount to a contravention of the Anti-Discrimination Act; or iii) is, has been, or intends to be, involved in a proceeding under the Anti-Discrimination Act; against any person; or b) because the respondent believes that the complainant, or a person associated with, or related to, the complainant is doing, has done, or intends to do one of the things mentioned in paragraph (a)(i), (ii) or (iii).
Vilification	There are two types of vilification: a) Unlawful vilification: a public act that incites hatred towards, severe ridicule of, or serious contempt for a person or group because of their race, religion, sexuality, gender identity, or sex characteristics. b) Serious vilification: If unlawful vilification includes a threat of harm to a person or their property, or inciting others to threaten physical harm to a person or their property.
WWCC	A 'Working with Children Check' (Blue Card). The blue card system is regulated by 2 pieces of legislation: the Working with Children (Risk Management and Screening) Act 2000 and the Working with Children (Risk Management and Screening) Regulation 2020. Each state or territory has applicable 'Working with Children Check' legislation. A summary of which is available at the Australian Institute of Family Studies website.

Any capitalised term not defined in this Policy has the meaning given to it in the Sport Integrity Complaints Policy.

14 Date of effect and review

This policy and its supporting documents:

- come into effect from the date of delegate approval
- will be reviewed
 - within two years of the approval date
 - following a SIA National Integrity Framework review
 - unless otherwise:
 - stipulated in statutory obligations

- triggered by circumstances determined appropriate by QAS.

15 Delegate approval

DAVID LYONS

Chair

Queensland Academy of Sport Board

Date: 10 September 2025

16 Version history

Version	Date	Author	Amendment description	Action
1.00	30 June 2019		Child Protection Policy and Procedure	Approved by the Director General
2.00	03 September 2024	Principal Governance and Risk Sport Integrity	Updated to align with SIA's National Integrity Framework. Title changed to QAS Safeguarding Athletes, Children and Young People Policy.	Approved by the Director General
3.00	10 September 2025	Sport Integrity	Updated to further align with SIA's National Integrity Framework. Title changed to QAS Safeguarding Children and Young People Policy. Updates for a statutory body	Approved by the QAS Board

Annexure A: Responding to Risk of Abuse and Harm to Children and Young People

QAS staff should refer to the How to Respond to an Athlete Safeguarding Concern flowchart for specific advice on what to do if you have an athlete safeguarding concern.

Under relevant Queensland laws, [Criminal Code Act 1899](#) and [Child Protection Act 1999](#) failure to report any reasonable suspicion or knowledge that a Child/Young Person is or is likely to be at risk of harm could result in criminal proceedings.



Annexure B: Child/Young Person Safe Practices

QAS is committed to safeguarding everyone involved in our organisation including Athletes, Children and Young People in our care, so that they feel safe and are safe. QAS Child and Young Person Safe Practices have been developed to identify and prevent behaviour that may be harmful to the Children and Young People in our sport programs.

The QAS Child Safe Practices are available via the QAS website [sport integrity](#) page.

Appendix 1: Athlete Safeguarding Commitment Statement

The QAS is committed to ensuring the safety and wellbeing of all athletes, children and young people that are involved in QAS supported sport programs.

Our policies and procedures seek to address risks to child safety and to establish child safe culture and practices.

The QAS Athlete Safeguarding Commitment Statement is available at the QAS website, [sport integrity](#) page.

Appendix 2: Recruitment, Screening and Training Requirements

These recruitment, screening and training requirements have been developed to provide a fair, safe, consistent, and comprehensive process to engage personnel in QAS. QAS takes Child/Young Person protection seriously and ensures that the organisation recruits personnel (employees and contractors), that are suitably qualified and committed to providing professional, safe, and enjoyable programs and services to Children/Young People.

1. Child-Related Positions

- a) All roles within QAS (employees and contractors) both new and existing are assessed using the QAS [Employment Screening Matrix](#).
- b) A Child-related duty is defined as per the [Public Sector Act 2022](#) (see Definitions).
- c) Positions assessed as 'Child-related duty' should be appointed using the recruitment and screening process outlined in this Appendix 2.

2. Role Descriptions

- a) Developing appropriate selection criteria for a position is a valuable first step to reducing the risk of appointing someone who poses a Child/Young Person safety risk.
- b) Examples of appropriate selection criteria may include:
 - i) 'Must have experience working with Children/Young People.'
 - ii) 'Must be able to demonstrate an understanding of appropriate behaviours when engaging with Children/Young People.'

3. Advertising

- a) All positions identified as Child-related should include the following statement in the role description or Applicant Kit and any advertising: *QAS is committed to protecting Children/Young People from harm. We require all applicants that will work with Children/Young People to undergo an extensive screening process prior to appointment.*

4. Interviews

- a) When assessing candidates, this is as per the [Recruitment and selection \(directive 07/23\)](#).
- b) During the candidate assessment, questions regarding the applicant's suitability to work with Children/Young People should be included. Refer to Appendix 4: Interview Recommendations and Sample Questions.

5. Working with Children Checks

- a) Per [Recruitment and selection \(Directive 07/23\)](#), Clause 10.
- b) As required under [Working with Children \(Risk Management and Screening\) Act 2000 \(Qld\)](#) and [Working with Children \(Risk Management and Screening\) Regulation 2020 \(Qld\)](#)

6. National Criminal History Record Checks

- a) As per the QAS [Employment Screening Policy](#), [Procedure](#) and [Matrix](#) – Criminal History screening type, all roles are required to undergo a 'national criminal history record check'.

7. International Criminal History Record Checks

- a) As per the QAS [Employment Screening Policy](#), [Procedure](#) and [Matrix](#) – Criminal History screening type, International Police Checks may be undertaken for candidates who have worked overseas in positions relevant to the QAS vacancy for which they have applied.

8. Monitoring compliance

QAS will ensure that all personnel in Child-related positions have a current Blue Card or equivalent and or relevant probity checks, as specified in the [Working with Children \(Risk Management and Screening\) Act 2000 \(Qld\)](#) and [Working with Children \(Risk Management and Screening\) Regulation 2020 \(Qld\)](#). If Contractors or other personnel for an Activity are engaged by an Affiliate Organisation, QAS will confirm that the Affiliate Organisation has appropriate WWCC and/or relevant screening requirements in place.

9. Reference checks

- a) As per [Recruitment and selection \(Directive 07/23\)](#).
- b) The selected referees must:
 - i) be able to provide information relating to the applicant's suitability to work with Children/Young People;

10. Qualification and registration checks

- a) As per [Recruitment and Selection \(Directive 07/23\)](#) educational or vocational qualifications, or professional registration should be verified for the preferred applicant for the position, if applicable.

11. Engagement of Children/Young People

- a) If a person under the age of 18 is appointed to a Child-related position, in addition to complying with current legislation, QAS should:
 - i) ensure that they are aware that they are bound by the QAS Safeguarding Children and Young People Policy, Child/Young Person Safe Practices and the obligations associated with WWCC; and

12. Training

- a) Training persons appointed to a Child-related position should complete the
 - i) Safeguarding QAS supported Athletes course within one (1) month of their appointment and refresher training every 12 months thereafter for the course of their employment.
 - ii) Sport Integrity Australia Child Safeguarding in Sport Induction online course within 1 month of their appointment. [Sport Integrity Australia eLearning](#)
- b) QAS should ensure that all involved with QAS and its Activities have access to information regarding their Child/Young Person safe obligations via the QAS portal and [Safeguarding | Sport Integrity Australia](#).

Appendix 3: Child-Related Position Assessment

All roles within QAS (employees and contractors) both new and existing are assessed using the QAS [Employment Screening Matrix](#). This Matrix advises the positions within the QAS that require a Blue Card or equivalent.

Appendix 4: Interview Recommendations and Sample Questions

The interview process is a very important step in selecting the right people for our organisation and in identifying any people that may pose a risk of harm to Children/Young People.

Interview recommendations and sample questions are available to recruitment panels via the *Interview & Referee Questions* on the QAS portal at [Recruitment and Selection](#).

Appendix 5: Reference Check Recommendations and Sample Questions

The interview process is a very important step in selecting the right people for our organisation and in identifying any people that may pose a risk of harm to Children/Young People.

All applicants should be informed during the interview that referees will be contacted as part of any final selection process.

Reference check recommendations and sample questions are available to recruitment panels via the *Interview & Referee Questions* on the QAS portal at [Recruitment and Selection](#).