



## **CHILD PROTECTION POLICY**

### **CHILD PROTECTION AT NOORLA YO-LONG**

Blue Light (SA) Inc.

Noorla Yo-Long Blue Light Outdoor Adventure is committed to the protection of all staff and participants from physical and emotional harm. It is recognized that children especially need to be protected due to it as their duty to ensure a child's emotional and physical safety at all times. All program participants have the right to a safe and caring environment, which promotes learning, personal growth and positive self-esteem.

Where practicable, user groups will be reminded of their special responsibilities in a campsite or program setting. The whole camp or program experience is managed in accordance with the principles and practices of the ACA accreditation program, and in line with the requirements of relevant authorities.

Through staff training programs, Noorla Yo-Long Blue Light Outdoor Adventure staff and volunteers are briefed to ensure that they understand their obligations to respect the rights and privacy of all campers and participants and to implement this policy of child protection.

### **STAFF SELECTION AND TRAINING**

All Noorla Yo-Long Blue Light Outdoor Adventure staff and volunteers will have a police check prior to appointment. Should this check reveal any convictions for child abuse behaviour, the person will not be employed. Any other convictions will be considered according to the position being filled and their relevance to the current situation. The employment agreement refers to the Child Protection Policy and the staff member's signature indicates that he or she has read, understood and agrees to follow the policy.

Child protection issues are discussed at staff meetings as appropriate, and staff are encouraged to be an active part of reviewing the policies, as well as developing and ensuring a safe environment for all participants.

Staff are reminded of this protective behaviours policy annually.

### **HOW STAFF ARE EXPECTED TO RELATE TO CAMPERS**

#### **Physical Contact**

Noorla Yo-Long Blue Light Outdoor Adventure acknowledges that there are often times when it is clearly appropriate (and desirable) for physical contact between adults and children. This can occur especially during activities where equipment needs to be fitted (e.g. harnesses, helmets,) or assistance provided (e.g. dismounting from a flying fox). It can also occur in a hug of congratulations or a friendly pat on the back. Noorla Yo-Long Blue Light Outdoor Adventure staff must use the following principles for touching children while respecting their privacy and safe feeling:

- Any touching must be with the child's permission, for example, ask, "May I adjust your harness?"
- Touching should be in the open and not secretive, with other people around and not especially focussed on one person.
- Touching should only ever be to support or respond to a need of the child and NEVER to meet the needs of an adult.
- Any touching must avoid body areas such as breasts, buttocks and the groin.

## **Personal Privacy**

Children are entitled to privacy in personal matters and Noorla Yo-Long Blue Light Outdoor Adventure staff must respect this.

If a Noorla Yo-Long Blue Light Outdoor Adventure staff member believes there is evidence of a problem or disclosure of abuse, it is the staff member's responsibility to report this - see 'responsibility' of staff' below.

## **Sleeping, showering and toilet privacy**

Boys and girls have separate sleeping, showering and toilet facilities and must stay in these designated areas.

- Adults with supervisory roles in these areas must respect the children's privacy, and knock or call out to let them know that they are entering the facility.
- Cleaning of areas such as toilets and showers is scheduled to be done at off-peak times when campers are less likely to be using the facilities.
- When cleaning is being carried out a sign to that effect is displayed at the entrance.

## **Avoiding compromising situations**

Noorla Yo-Long Blue Light Outdoor Adventure staff must avoid placing themselves or campers or participants in situations where they can be compromised.

- Avoid being alone with a camper; stay in view of others
- Knock and ask permission to enter sleeping or private areas
- Use staff toilet and shower facilities where provided
- Avoid 'favourites' and treat all campers with the same level of friendliness and courtesy
- Seek the camper's permission before touching or adjusting equipment they are wearing
- Avoid situations that cause embarrassment or humiliation to campers
- Avoid sexual talk or behave in a way that promotes promiscuity or the acceptance of sexually explicit material.

## **Administering First Aid**

If Noorla Yo-Long Blue Light Outdoor Adventure staff are required to render first aid or emergency treatment:

- They will involve another staff member of the same sex as any child requiring attention whenever possible. Otherwise they will endeavour to have another person present.
- Unless absolutely necessary, they will leave examination of private areas to health professionals.
- They will not force children to remove clothing for an examination
- They will record their actions in accordance with first aid recording procedures
- Refer to Group Leader with issues of campers requiring medication.

## **Favouritism and exclusiveness**

There is no place for 'favourites' at camp. In most instances, the showing of favouritism to a child or small group of children fosters the needs of the adult, not the child. It can create emotional dependence on the adult and isolate the child from peers. When a child needs a little extra attention, it must be given openly and carried out in such a way that no secretiveness or exclusivity is perceived by the child or others.

## **Bullying and Harassment**

Bullying is an act of aggression causing embarrassment, pain or discomfort to another. It can take away many forms - physical, verbal, gesture, victimisation, extortion, exclusion or offensive notes/graffiti etc. Forms of harassment, such as those of a sexual or racial nature, are also unwanted behaviour directed towards an individual. This sort of behaviour should not be ignored, and staff should take appropriate. For example, reporting incidents to the Group Leader, removing occasions for bullying by conducting well organised activities, or simply by being vigilant. Bullying and harassment must always be treated seriously - it is important to be consistent and assertive in dealing with all forms of bullying.

## **REPORTING RESPONSIBILITY OF STAFF**

Any incident, complaint or concern regarding child safety at Noorla Yo-Long Blue Light Outdoor Adventure must be taken seriously and fully investigated (with outside help if necessary). The Program Manager or his delegated person will act to comply with State law or implement appropriate action such as reporting to police, school principal, child abuse report line or other relevant authority.

Any incident or complaint regarding child safety must be reported to the Noorla Yo-Long Program Manager or his delegated person and the incident or complaint **will** be recorded on a child safety incident report form.

The child safety incident report form will be counter signed by a second staff member. If no second staff member is available the Program Manager is to be advised.

It is the responsibility of the staff member receiving information of any incident to complete the child safety incident report form.

Upon completion of the child safety incident report form it must be forwarded to the Noorla Yo-Long Program Manager.

## **Reporting Child Abuse**

Noorla Yo-Long Blue Light Outdoor Adventure is committed to reporting any evidence or disclosure of child abuse to Police.

The Police office number for our area is **87 333622**

The Child Abuse Report 24-hour line is **13 14 78** (toll free).

This Child Protection policy is issued under the direction of Noorla Yo-Long Program Manager and in accordance with Blue Light (SA) Inc. Child Safety Policy.