



Working together to increase participation in ice sports

Child Safety Risk Management Guidelines V2

Ice Sports Victoria's Record of Review of its Child Safety Risk Management Guidelines

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Child Safety Risk Management Template

Our ice sports community needs to adopt a risk management approach to child safety. **Ice Sports Victoria**, and its **Affiliates**, are committed to the safety and wellbeing of children and young people who access ice sport activities, programs, events or services. Having an active approach to this commitment contributes to the development of a child safe culture of risk management and continuous improvement.

Principles and Considerations

The following table outlines the principles of risk management and the considerations you need to contemplate according to the Commission for Children and Young People in their guide for Creating a Child Safe Organisation.¹

Principles	Considerations
Establish the context	How does the organisation interact with children? Remember that different levels of risk are inherent in different types of activities. What governance and supervision structures are in place to prevent harm or abuse? Describe the children accessing the organisation. All children are vulnerable due to their developmental level; however, some children are particularly vulnerable. This may include children who have experienced trauma, abuse or neglect; Aboriginal children; and children with disability.
How will you undertake the risk management plan?	What approach will you adopt? Who will be involved? How long will it take?
Consult and communicate	How will you let children, parents, carers, staff, volunteers and any other stakeholders know you are undertaking a risk management plan? How will you seek their views and input? How will you inform them about the plan?
Identify the risks	These may range from occupational health and safety risks to child abuse and accidents. Do not forget to include risks related to the online environment.

¹ <https://ccyp.vic.gov.au/assets/resources/A-guide-for-creating-a-child-safe-organisation-v3.0.2.pdf>

Analyse the risks	Consider the likelihood and consequence for children, the organisation, staff, volunteers and others if harm did occur.
Develop intervention	What can you do to reduce the likelihood of risk? What would you need to do if the risk did occur? Changing the environment, putting preventative measures in place to make it harder for someone to perpetrate abuse and making it more likely that abuse will be discovered can also reduce the potential for abuse to occur.
Monitor and review	Have a clear monitoring structure to record any risks that did eventuate, how effective the risk management plan was and how it can be improved. Have a set timeframe for reviewing this plan to incorporate these learnings.
Designate and manage	Risk management should be a responsibility of a designated role within the organisation. This person must lead the child safe culture.

Adapted from the NSW Office of the Children’s Guardian, www.kidsguardian.nsw.gov.au – Published in the CCYP A guide for creating a Child Safe Organisation²

² adapted for Ice Sports Victoria’s requirements from Netball Victoria’s Child Safe Resources <https://vic.netball.com.au/sites/vic/files/2020-04/Child%20Safety%20Risk%20Assessment%20Template.pdf>

Key Risks

The following table outlines some of the key risks to children in organisational settings according to the Commission for Children and Young People in their guide for Creating a Child Safe Organisation (<https://ccyp.vic.gov.au/assets/resources/A-guide-for-creating-a-child-safe-organisation-v3.0.2.pdf>)

Risks to Children	
Unintentional/accidental harm	<ul style="list-style-type: none"> • Poor physical environment leading to injury • Poor supervision • High-risk activity • Lack of risk mitigation strategies in place
Physical abuse	<ul style="list-style-type: none"> • Physical punishment • Pushing, shoving • Punching, slapping, biting, kicking
Psychological abuse	<ul style="list-style-type: none"> • Bullying • Threatening language • Shaming • Intentional ignoring and isolating (either face-to-face, online or via other technology)
Cultural abuse	<ul style="list-style-type: none"> • Lack of cultural respect • Racial or cultural vilification or discrimination • Lack of support to enable a child to be aware of and express their cultural identity
Neglect	<ul style="list-style-type: none"> • Lack of supervision • Not providing adequate nourishment • Not providing adequate clothing or shelter • Not meeting the specific physical or cognitive needs of children
Sexual abuse	<ul style="list-style-type: none"> • Sexual abuse, assault and exploitation • Grooming • Inappropriate touching • Inappropriate conversations of a sexual nature (either face-to-face, online or via other technology) • Crossing professional boundaries

Adapted from the NSW Office of the Children's Guardian, <http://www.kidsguardian.nsw.gov.au>
Published in the CCYP A guide for creating a Child Safe Organisation³

³ adapted for Ice Sports Victoria's requirements from Netball Victoria's Child Safe Resources <https://vic.netball.com.au/sites/vic/files/2020-04/Child%20Safety%20Risk%20Assessment%20Template.pdf>

Areas Of Risk

Considerations in the community of ice sports of safety risks within various procedural processes and physical safety, and what should be in place to control/minimise these risks.

Safe Environment

- First Aid Kit
- Risk Assessment completed
- Identified Risks managed
- Regular checks of the facility's
- Child Safety posters displayed

Consent / Permission

- Relevant consent forms completed by a parent/guardian
- Video/photography consent been given
- Emergency contacts made available to Team Managers & Coaches
- Team Managers & Coaches made aware of medical conditions

Safe Recruitment & Management by Leaders

- WWCC
- Reference checks
- Interview/Inductions
- PBTR (Play By the Rules) – Online Child Protection course
- Awareness of the Child Safety Code of Conduct
- Code of Conduct signed • Awareness of the Ice Sports Victoria Child Safety and Wellbeing Policy

Transportation of Children and Young People

- Permission given or private arrangements made with parent/guardian
- Avoid being alone with a child or young person
- Road safety rules and provisional license holder restrictions

Electronic Communication to Children & Young People

- Awareness of the Use of Electronic Communications section of the Ice Sports Victoria Child Safety Code of Conduct
- Avoid sending messages to children & young people via social media without copying in a parent/Carer

Responding to abuse disclosures / allegations of misconduct

- Awareness of Ice Sports Victoria's Complaints Handling Guidelines
- Child safety Training
- Appointed Child Safety Officer
- Record keeping/privacy policies in accordance Ice Sports Victoria's Child Safety and Wellbeing Policy

Adapted from the Victorian Child Commission Risk-management-for-Child-Safe-toolkit (<https://vic.netball.com.au/sites/vic/files/2020-04/Child%20Safety%20Risk%20Assessment%20Template.pdf>)

Risk Matrix

Determining the severity of risks identified assists organisations to plan responses and enable appropriate resource allocations. A Risk Matrix is a tool that is commonly used to assist in determining risk levels. The left hand Column rates the likelihood of risk, the rows across the top suggest the level of concern if it (the risk) occurred. Where they meet determines the risk rating.

	Level of Concern		
Likelihood of Moderate Concern	Minor Concern	Moderate Concern	Great Concern
Likely	Low	High	High Risk
Possible	Low	Medium	High Risk
Unlikely	Low	Low	Medium

Published in the CCYP, A guide for creating a Child Safe Organisation (<https://vic.netball.com.au/sites/vic/files/2020-04/Child%20Safety%20Risk%20Assessment%20Template.pdf>)

Risk Management Template

The template below will assist the community of ice sports in Victoria to develop their risk management plan and to uphold child safety risk management strategies which will keep our young ice sport enthusiasts safe from harm.

Risk Management and Assessment Matrix (example only)

Identify Risk	Description of Risk	Like - lihood	Level of Concern	Risk Level	Management
Risk	Junior Synchronised Figure Skating Team overnight training camp aimed at supporting team making skills.	Possible	Moderate	Medium Risk	Proof from all coaches & volunteers attending they have completed the Play by the Rules child protection course in the last 12 months, and have read the Ice Sports Victoria Child Safe and Wellbeing Policy; Educate the children attending if at any point they feel uncomfortable with a situation they should speak to a coach/ volunteer they feel comfortable with.

Adapted from the Netball Victoria Risk Management Template (<https://vic.netball.com.au/sites/vic/files/2020-04/Child%20Safety%20Risk%20Assessment%20Template.pdf>)