



CHILD SAFE RISK MANAGEMENT POLICY

RISK MANAGEMENT MANUAL

SCHEDULE OF UPDATES

Date	Details
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CONTENTS

1	Introduction.....	1
1.1	<i>Commitment.....</i>	<i>1</i>
1.2	<i>MPASC Committee.....</i>	<i>1</i>
1.4	<i>Limitations – Risk Management Program</i>	<i>2</i>
2	Overview - Risk Management	2
2.1	<i>What is risk management?.....</i>	<i>2</i>
2.2	<i>Child Risk Management.....</i>	<i>2</i>
2.3	<i>Objectives of Risk Management Program</i>	<i>3</i>
2.4	<i>Risk Management Program</i>	<i>3</i>
2.4	<i>General Safety Procedures.....</i>	<i>3</i>
3	The Risk Management Process	4
3.1	<i>Risk Identification.....</i>	<i>4</i>
3.2	<i>Risk Categories.....</i>	<i>4</i>
3.3	<i>Risk Assessment</i>	<i>5</i>
3.4	<i>Likelihood</i>	<i>5</i>
3.5	<i>Consequence scale</i>	<i>6</i>
3.6	<i>Determine risk rating</i>	<i>6</i>
3.7	<i>Identify & Introduce Protective Strategies</i>	<i>7</i>
3.8	<i>Monitor and Review</i>	<i>7</i>
3.9	<i>Publicise</i>	<i>7</i>
4	Child Safe Risk Management Table	8

1 Introduction

1.1 Commitment

Manning Park Amateur Sailing Club (MPASC) has a zero-tolerance approach to any form of child abuse and we are committed to ensuring that MPASC events are a safe and friendly environment for children and young people. It is imperative that children and young people who access our activities, programs, events, or services feel safe and supported.

We will ensure that child safety is embedded in our organisation's culture, reflected in our policies and procedures, and understood and practiced at all levels of our organization.

We commit to making sure that everyone involved with MPASC from our Executive Committee to all members, volunteers, parents, and participants understand the important responsibilities they have in relation to child safety.

Our commitment extends beyond creating an environment that minimises risk and danger. We are committed to building an environment that is both child-safe and child-friendly.

Together we can provide an environment in which children feel respected, valued, and encouraged to reach their full potential.

1.2 MPASC Committee

The MPASC Executive Committee is elected by the members of MPASC in accordance with the Club's Constitution. Participation on the Committee is voluntary, and no members of the Committee are paid for duties undertaken as a member of the Committee.

Participation in training and sailing activities by members and visitors is also voluntary. As with all sporting activity there are inherent risks in participating in sailing activities. The risks are also affected by an individual's level of experience, knowledge of practical aspects of sailing, and their level of fitness. It is incumbent on members and visitors not to participate in any event where they do not believe they have the requisite skills, knowledge, or fitness to satisfactorily participate.

Further, it is the responsibility of the Executive and Sailing Committees to ensure competitors boats are in good repair and that they comply with all sailing rules, class rules, sailing instructions, and other policies and procedures.

1.4 Limitations – Risk Management Program

Whilst MPASC takes all reasonable steps to provide a safe sporting environment there are limitations in available financial and human resources.

A safety boat service is operated for participants at all events except the Twilight racing competition. The personnel on these vessels are not specifically trained to fill an emergency rescue role but will assist to do so if it is perceived that there is an immediate danger of injury to a participant.

2 Overview - Risk Management

2.1 What is risk management?

Risk management is the process of systematically eliminating or minimising the adverse impact of all activities which may give rise to injurious, harmful, or dangerous situations. This requires the development of a framework within which risk exposure can be monitored and controlled. Risk management is a tool by which persons involved in our sport can seek to meet their duties and thus avoid liability.

Risks which can be covered by a risk management program include:

- Legal risks – losses and costs arising from legal actions for breach of a common law or statutory duty of care.
- Physical risks – injuries to participants and the public.
- Financial risks – increased insurance premiums, costs associated with injuries for business reasons, loss of financial stability and asset value, replacement costs and earning capacity and increased external administrative costs.
- Moral and ethical risks – loss of quality of participant experience and confidence, adverse publicity.
- Damage to image or reputation.

2.2 Child Risk Management:

Physical abuse:

- Physical punishment
- Pushing, shoving, punching, slapping, kicking, burning, choking, or bruising.
- Threatening to physically harm a child.
- Emotional abuse, bullying, threatening and abusive language, intimidation, shaming, and name calling, ignoring, and isolating a child, and exposure to domestic and family violence.

Neglect

- Lack of supervision.
- Not providing adequate nourishment.
- Not providing adequate medical care, clothing, or shelter.
- Lack of education.

Sexual abuse

- Sexual touching of a child.
- Grooming.
- The production, distribution, or possession of child abuse material (pornography).
- Descriptions of sexual acts without a legitimate reason.

Sexual misconduct

- Sexual comments, conversations, or communications
- Comments to a child that express a desire to act in a sexual manner towards them or another child.

2.3 Objectives of the Risk Management Program

The objectives of the Risk Management Program are:

- to reduce the incidence of injury to participants, officials, and other persons associated with club sailing, competitions, and activities.
- to provide a fun, healthy, and safe environment for individuals including children to participate and enjoy the sport of sailing.
- to minimise the risks to children and young people by adopting policies and procedures consistent with the 10 Child safety Standards.
- to minimise potential club liability because of poorly managed sailing competitions and activities.

2.4 Risk Management Program

The risk management program, as contained in this manual, has been developed by MPASC through the following process:

- identification of the risks involved in conducting sailing competitions and activities.
- assessing the risks.
- developing and adopting strategies, and actions, designed to reduce these risks wherever possible.
- documenting the risks, assessment, and strategies/actions to be undertaken.

The Committee acknowledges the assistance provided by the Office of Children's Guardian to incorporate the 10 Child Safety Standards into this policy.

The approach adopted in the manual is based on the Australian Standard on Risk Management AS/NZS 4360:1999 and the National Risk Management Guideline developed by the Standing Committee on Sport and Recreation (SCORS) risk management working party. The manual sought to simplify the steps set out in the Australian Standard, and includes the following stages:

- Risk Identification.
- Risk Assessment.
- Risk Treatment (action plan).
- Monitoring and Review.
- Communication

2.5 General Safety Procedures

The following is a summary of general safety policies and procedures adopted by the Sailing Committee:

- all sailors are required to wear personal floatation devices (lifejackets) during all on-water activities, except those participating on yachts.
- sunscreen is available from MPASC for all participants.
- no on water activity shall be conducted unless there is a minimum of one support boat available, excluding the Twilight competition.

3 The Risk Management Process

3.1 Risk Identification

The first step in developing the risk management program was to identify what risks exist (or may exist in the future) within our sailing programs and competitions. In identifying the risks, the following factors were considered:

- the age of participants.
- the type of activities conducted.
- injury history (including type of injury and cause).
- how operational procedures are conducted, and whether there have been any previous problems.

3.2 Risk Categories

The following risk categories have been identified:

Physical settings

- change rooms and toilets.
- on-water activities.
- areas where a child may be left alone with an adult.
- first aid care.

Pre-and Post Event/Activities

- risks involved in activities which immediately precede and follow on-water events including launching and retrieval of boats, rigging, and preparation activities.

Personnel

- includes club members, officials, participants, parents, and spectators who may be involved in club sailing activities.

3.3 Risk Assessment

Risk Categories have been assessed in terms of their likelihood to occur and the seriousness of the consequences arising from that occurrence. A Risk Rating Scale for these assessments has been developed in Tables 1 – 3 below. The risk rating scales allow us to rate the identified risks and identify risk management priorities.

3.4 Likelihood

The likelihood is related to the potential for a risk to occur.

Table 1: Likelihood Scale

Unlikely:	Something where few unlikely factors would have to align for it to occur
Possible:	Something that might happen
Likely:	Something that could happen easily and/or often

Vulnerability of children may affect likelihood.

While all children are potentially vulnerable to harm and abuse because of their dependence on adults and the natural power imbalance between them, some children are more likely to be harmed and/or abused. Factors include:

- age of the child.
- children with physical or intellectual disability.
- children and young people who don't feel confident to speak up.
- children who have experienced prior mistreatment.
- children without a supportive adult network.
- children with different cultural values.

3.5 Consequence scale

The consequence of a risk refers to the degree of harm, loss, or damage which may result from an occurrence.

Table 2: Consequence Scale

Minor	Minimal harm or distress to a child or young person
Moderate	Some harm or distress to a child or young person
Severe	Serious and/or ongoing harm to a child or young person

3.6 Determine risk rating.

If it did happen, how severe would the consequence be.

Consequence			
How likely is it to happen	Minor	Moderate	Severe
Unlikely	Low	Low	Medium
Possible	Low	Medium	High
Likely	Medium	High	High

3.7 Protective strategies.

Child safe practices that will be imbedded in our club to make it a safe place for children include:

- Club Culture – treat children with respect, and champion children’s safety through every decision and action to ensure it is child safe environment.
- Child Safe Policies – children’s rights and safety will be central to every child safe policy and include measures to ensure children are protected from harm. All MPASC members working with children are required to hold a current Working with Children Check (WWCC).
- Implementing the Child Safe Standards – using the 10 Child Safe Standards as a framework to guide our club’s child safe practices.

3.8 Monitor and Review

Monitoring child safe policies and practices include:

- monitoring sailing activities.
- ensuring children and young people know how to raise a concern or complaint if they need to.
- the Child Safe Risk Policy will be reviewed each year and after any critical incidents.

3.9 Publicise

The club’s Child Safe Risk Management Policy will be communicated to members, participants, including children, and other community interests via:

- emails
- the club’s website
- the club’s social media platforms
- event briefings

Child Safe Risk Management Table

Setting	Risk	Likelihood	Consequence	Risk Rating	Protective Strategies	Review
Change Room/Toilets	Children are more vulnerable in a one-on-one situation with an adult and the vulnerability may be increased if children are left alone with an adult.	Possible	Extremely Harmful	High	Adults not allowed to enter change room/toilets alone with any child. If children need assistance, then they must be accompanied by a parent or carer	Ensure “protective strategies” enforced
PFD wearing	Children alone with a volunteer when a PFD attached. Children must wear a PFD when on the water.	Likely	Harmful	Medium	Designated volunteers appropriately trained, and PFDs attached in group area with another volunteer, carer, or parent	Ensure volunteers trained in attaching PFDs in company of another volunteer
Sailing activity	Children could be vulnerable when alone with volunteer in a dinghy.	Possible	Harmful	High	Volunteers advised of their responsibility for a child safe environment. Dinghies always kept in line of sight of club foreshore area and/or rescue/safety craft. All MPASC members working with children are required to hold a current Working with Children Check (WWCC).	Regularly communicate “Child Safe Policy” to volunteers.



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