

Standard 1: Strategies to embed an organisational culture of child safety, including through effective leadership arrangements (Mission Statement)		
Actions	Resources	Evidence of Completion
<ul style="list-style-type: none"> Review Child Safe Mission Statement Upload to club website Send through evidence of completion to SMJFL 	CSO Handbook http://smjfl.com.au/wp-content/uploads/2017/11/CSO-HANDBOOK-v3-1-11-2017.pdf	<ul style="list-style-type: none"> <p>Compliance to be achieved by before round 1</p>
Standard 2: A child safe policy or statement of commitment to child safety		
<ul style="list-style-type: none"> Review Child Safe Policy Upload to club website Send through evidence of completion to SMJFL 	SMJFL Child Safe Policy template http://smjfl.com.au/wp-content/uploads/2017/04/SMJFL-Child-Safe-Policy-final1.pdf	<ul style="list-style-type: none"> <p>Compliance to be achieved by before round 1</p>
Standard 3: A code of conduct that establishes clear expectations for appropriate behaviour with children		
<ul style="list-style-type: none"> Review Child Safe Code of Conduct Upload to the club website Send through evidence of completion to SMJFL 	SMJFL Child Safe Policy template http://smjfl.com.au/wp-content/uploads/2017/09/SMJFL-Child-Safe-Code-of-Conduct-21092017.pdf	<ul style="list-style-type: none"> <p>Compliance to be achieved by before round 1</p>
Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing personnel (Recruitment)		
<ul style="list-style-type: none"> Create a club spreadsheet that documents all teams and parent helper roles Assign all volunteers to teams on Everproof Upload all volunteer's WWCC and other relevant qualifications onto Everproof *See below* Notify SMJFL once 100% compliance is achieved 	CSO handbook Everproof SMJFL Governance Coordinator	<ul style="list-style-type: none"> <p>Compliance to be achieved by before round 1</p>

Standard 5: Processes for responding to and reporting suspected child abuse (Incidents & Reporting)		
<ul style="list-style-type: none"> • Review club incident reporting procedure and template • Upload to club website • Send through evidence of completion to SMJFL 	<p>SMJFL incident reporting procedure template http://smjfl.com.au/wp-content/uploads/2017/04/Incident-Reporting-Procedure.pdf</p> <p>SMJFL incident reporting template http://smjfl.com.au/wp-content/uploads/2017/04/Incident-Report-Template.pdf</p>	<ul style="list-style-type: none"> • • •
Standard 6: Strategies to identify and reduce or remove risks of child abuse (Risk)		
<ul style="list-style-type: none"> • Develop a risk assessment tool of the club and facilities (with a focus on child safety) • Identify risks that can be removed or reduced • Implement strategies to reduce any identified risks • Sent through evidence of completion of risk assessment and action plan to SMJFL 		<ul style="list-style-type: none"> • • • •
Standard 7: Strategies to promote the participation and empowerment of children (Empowerment)		
<ul style="list-style-type: none"> • Develop an Action plan outlining club initiatives that promotes the participation and empowerment of children • Upload onto club website • Send through evidence of initiatives that the club has completed to SMJFL 		<ul style="list-style-type: none"> • • •

END OF SEASON

- Complete SMJFL Child Safe Standards Self-Audit tool
- Action identified issues for 2019 season

<http://smjfl.com.au/traininghub/>

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ROLE REQUIREMENTS FOR 2018

COACHES

In addition to a valid WWCC

**CATEGORY 1
NEW COACHES**
(Accrediting for first time
OR accreditation expired 31/12/2016 or prior)



COMPULSORY

- Online profile on portal
- Payment of annual fee (\$49.50)
- Accept Coach's Code of Conduct
- Online Foundation course
- **Attend face to face Workshop (\$60)**

OPTIONAL

- Further online courses for coach development

**CATEGORY 2
REACCREDITING COACHES**
(Recently Expired Accreditation 31/12/2017 ONLY)



COMPULSORY

- Online profile on portal
- Payment of annual fee (\$49.50)
- Accept Coach's Code of Conduct
- Online concussion refresher course

OPTIONAL

- Attend face to face Workshop
- Further online courses for coach development

**CATEGORY 3
EXISTING COACHES**
(Current Accreditation Valid)



COMPULSORY

- Online profile on portal
- NO Payment required
- Accept Coach's Code of Conduct
- Online concussion refresher course

OPTIONAL

- Attend face to face Workshop
- Further online courses for coach development

ALL COMMITTEE MEMBERS

In addition to a valid WWCC

[Committee Members – Child Protection Training \(CPT\) Course](#)

It is a requirement for all Committee Members to complete the Child Protection Training Course (CPT) as it is a useful tool in recognising the role of child safety in a sporting club **in addition to holding a valid WWCC.**

Please find following the steps to complete the training;

Upload a copy of your Child Protection Training Certificate (Australian Sports Commission) as a qualification to Everproof

- a) If you have completed the training, please log onto your [Australian Sports Commission Learning Portal](#) and click **my account**, scroll to the **certificates** section and download your certificate to upload to Everproof.
- b) If you haven't completed the Child Protection Training, please create an account on the [Australian Sports Commission Learning Portal](#).
 - i. Click on **Browse Learning** and locate the following course on the second page of learning resources: **PBTR - Child Protection training module.**
 - ii. It takes 30 minutes to complete and you can always save where you are up to and complete the course in multiple sittings if required.
 - iii. Once completed, go into **my account**, and scroll down until you see **certificates** then download your certificate to upload to Everproof.

FIRST AID/TRAINERS

In addition to a valid WWCC

U8-U12

A valid first aid and CPR accreditation

U13+

A valid first aid and CPR accreditation

AFL Emergency Response Coordinator (ERC)

Recognised alternative qualifications for trainers

PROVIDE FIRST AID – HLTAID003

Graduate Diploma of Paramedicine

Bachelor of Health Science

Bachelor of Paramedicine

Diploma of Paramedical Science (ambulance)

Australian Health Practitioner Regulation Agency

Provide Basic Emergency Life Support - HLTAID002

Provide Emergency First Aid Response in an Education & Care Setting - HLTAID004

Registered Nurse Division 1

Registered Nurse Division 2

Provide Advanced First Aid - HLTAID006

Graduate Diploma in Advance Nursing Practice

PROVIDE CPR – HLTAID001

Perform CPR - HLTCPR211A

Provide Basic Emergency Life Support - HLTAID002

Advanced Life Support Level 1

Advance Life Support Level 2

Provide Advanced Resuscitation - HLTAID007

Registered Nurse Division 1

Graduate Diploma in Advance Nursing Practice

Royal Lifesaving Bronze Medallion (Still/Open Water)

AFL Emergency Response Coordinator (ERC) Training (only for U13+)

Australian Health Practitioner Regulation Agency

Level 1 Sports Trainer

TEAM MANAGERS

A valid WWCC

CLUB VOLUNTEER UMPIRE

In addition to a valid WWCC

AFL Club Umpire Program (online)

SMJFL Club Umpire Information session

UMPIRE ESCORT/RUNNER

A valid WWCC