

<b>DEPARTMENT: Surf Sports</b>		<b>SUBJECT: Chaperone Policy</b>
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The following policy statement is an SLSQ Policy MS02 that has been modified slightly by the Noosa Heads Surf Life Saving Club.

## **POLICY**

### **Background**

This policy aims to:

- Assist Clubs and Branches to provide a safe and enjoyable Surf Life Saving activities and programs for members particularly children and young people under the age of 18 years, when traveling away with teams or involved in SLS programs or activities;
- Increase the participation rate of children and young people in a wide range of activities in safe environments.

It is the responsibility of the Club/Branch/State providing the activities or programs for children and young people to provide the following:

- Safe and well-maintained facilities and equipment;
- Qualified coaches and trainers;
- Supervision at all times;
- Protection against physical, sexual and emotional abuse and neglect from members of the Association;
- A policy for the safe supervision and chaperoning for children and young adolescents under the age of 18 years.

In order to achieve these aims, these guidelines address issues associated with:

- Providing safe environments for conducting activities and programs for children and young people particularly when traveling;
- Providing appropriate supervision of different activities and programs; and
- Providing appropriate screening procedures for supervisors, chaperones, and other adults involved with children and young people.

### **Position Statement**

The following criterion acts as the minimum requirements for a member who is fulfilling the role as a chaperone or supervisor for children and/or young people under the age of 18 years:

### **Pre-requisites:**

- Be a registered member of a Surf Life Saving Club.
- Be a minimum of 18 years of age and hold a current 'Working with Children' check card (Blue Card).

- Fully understand and agree to comply with the SLSA Membership Protection Policy and all relevant Codes of Conduct.
- Preferably hold an Association award—Minimum of one (1) chaperone to hold current First Aid Certificate and current drivers' license.

**Duties and responsibilities of Supervisors/Chaperones shall include:**

- Ensure that the participants under the age of 18 years have completed the parental consent form prior to any travel/program/activity i.e. form includes emergency contact details, medical/health history, disclaimer, a parent or guardian signature giving authorisation and consent etc.
- Work in co-operation with the Team Manager, Program Coordinator and/or Event Organiser who is ultimately responsible for all activities.
- Be responsible for the wellbeing and safety of all team members.
- Report any concerns or incidents to the Team Manager, Program Coordinator and/or Event Organiser.
- Adhere to drug and alcohol regulations and laws.
- Assist with general duties during the duration of the tour/camp/program.
- At all times conduct themselves in a manner that complies with the Association and community expectations.

**Other responsibilities and general information pertaining to live-in or away from Club activities:**

- A ratio of at least one (1) chaperone/supervisor for every ten (10) participants, e.g.,
  - One (1) male chaperone for every ten (10) male participants or part thereof One (1) female chaperone for every ten (10) female participants or part thereof
- Where there is more than one suitable Chaperone attending a Carnival/Event, the more senior will be preferred choice or as approved by the applicable Director.
- Only under the Team/Event/Program Manager's authority will alcohol be allowed to be consumed by adult members of the group. Note - minimum one (1) male chaperone and (1) female chaperone to be totally alcohol free at all times.
- When on overnight stays, ensure appropriate sleeping arrangements are in place, i.e., males and females MUST be separated. Whilst it is not mandatory to have the chaperone/supervisor live-in with the members i.e. in a camp style situation. The chaperones/supervisors must perform regular room checks to ensure that members are complying with the Association's Codes of Conduct.
- Sleeping arrangements must be suitable for ALL participants e.g. all members must be in beds/bunks, no same / mixed gender sleeping arrangements in one bed etc.

Whilst in a team situation, the members/participants are under the control of the coordinator/manager. Parents wishing to interact with their child/children MUST seek approval from the Manager for any deviation from the group activity or program.

**Reporting and Formal Complaints**

As per the SLSA Member Protection Policy 6.05 everyone involved in SLS is encouraged to voice concerns that they may have at any point regarding the safety, health, welfare, behaviour or conduct of Members, associated person or organisations.

Reporting and complaints guidelines can be found in the SLS Member Protection Policy 6.05 (May 18) which can be found at the following locations:

- Noosa Heads SLSC website - <https://www.noosasurfclub.com.au/surf-lifesaving-library>
- SLSQ App – [www.slsqcm.entegyapp.com.au](http://www.slsqcm.entegyapp.com.au) > Policies & Guidelines > SLSA Policies > SLSA Policy 6.05 – Member Protection
- SLSA Members Portal – [www.members.sls.com.au](http://www.members.sls.com.au) > Document Library >Governance Policies > Policy 6.05 – Member Protection

For grievances involving a **report of child abuse**, the Police or external agency must be notified (I would like to add – immediately and no later than) within 24hours if the child is at risk of harm or an incident of serious or criminal nature. The Police or other external agency should be contacted for advice if there is any doubt about whether the report should be reported.