Code of Behaviour for Affiliated Associations and Clubs

LOOKING AFTER OUR KIDS

ISSUE DATE: AUGUST 2021

CRICKET AUSTRALIA
CRICKET ACT
CRICKET NSW
QUEENSLAND CRICKET
SACA
CRICKET TASMANIA
CRICKET VICTORIA
WACA

LOOKING AFTER OUR KIDS

PURPOSE

Australian Cricket, comprising Cricket Australia and each of the State and Territory Cricket Associations, seeks to provide a safe, fair and inclusive environment for everyone involved in Australian Cricket and those participating in programs and services delivered by Affiliated Associations and Clubs.

This includes providing everyone involved in Australian Cricket and in our sport, including Children and Young People, with a positive and enriching sporting environment that promotes their participation and development in the sport.

Australian Cricket is committed to safeguarding everyone involved in our sport including Affiliated Associations and Clubs to safeguard Children and Young People in their care.

Part of this commitment to Children and Young People in our sport means that we are inclusive of those from a range of different backgrounds. This includes but is not limited to:

- Aboriginal and Torres Strait Islander Children and Young People;
- Children and Young People with a disability;
- LGBTQ+ Children and Young People; and
- Children and Young People from culturally and linguistically diverse backgrounds.

Australian Cricket's Looking After Our Kids Code of Behaviour aims to identify and prevent behaviour that may be harmful to Children and Young People in our sport.

Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations and Clubs must be endorsed by any Affiliated Association or Club that has agreed to be bound by Australian Cricket's Policy for Safeguarding Children and Young People.

Australian Cricket considers a failure to observe this Code of Behaviour as misconduct, and will take appropriate disciplinary action in accordance with Australian Cricket's Policy for Safeguarding Children and Young People. In addition to any internal disciplinary proceedings, all matters that involve or may involve a breach of the law that are referred to Australian Cricket will be reported to the police and any other Government Agency.

There may be exceptional situations where this Code of Behaviour does not apply, for example, in an emergency situation. However, it is crucial that, where possible, you seek authorisation from the Nominated Supervisor or Person in Authority, prior to taking action that contravenes this Code of Behaviour or that you advise the Nominated Supervisor or Person in Authority as soon possible after any incident in which this Code of Behaviour is breached.

Capitalised words within this document have the meaning as set out in Australian Cricket's Policy for Safeguarding Children and Young People.

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KEY REQUIREMENTS

Australian Cricket's Looking After our Kids Code of Behaviour is underpinned by the following core values:

- to act within the rules and spirit of our sport, including the Spirit of Cricket;
- to display respect and courtesy towards everyone involved in our sport and prevent discrimination and harassment;
- to prioritise the safety and well-being of Children and Young People involved in our sport;
- to report any behaviour which is in breach of this Code of Behaviour to help prevent the abuse of Children and Young People in our sport; and
- to encourage and support opportunities for participation in all aspects of our sport.

We endorse and approve this Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations and Clubs.

DATE	**22/09/21**
AFFILIATED ASSOCIATION OR CLUB NAME	**Coffs Colts Cricket Club Incorporated**
ENDORSED BY CLUB PRESIDENT	NAME: **Tony Slaviero**
ENDORSED BY AFFILIATED ASSOCIATION OR CLUB SECRETARY/ COMMITTEE MEMBER	NAME: **RebeccaRose**
NOMINATED SUPERVISOR OR PERSON IN AUTHORITY AS APPROVED BY THE AFFILIATED ASSOCIATION OR CLUB (EG – JUNIOR COORDINATOR, CLUB PRESIDENT) EG – Junior Coordinator, Club President etc. INSERT AS APPLICABLE	NAME: **Tony Slaviero** PHONE: **0432652510** EMAIL: **tonyslaviero84@gmail.com**
OUR CHILD SAFETY OFFICER AND/OR MEMBER PROTECTION INFORMATION OFFICER/S ARE	NAME: **Matthew Rose** PHONE: **0423613820** EMAIL: **mrrose@westnet.com.au** NAME: **Paul Battaglia** PHONE: **0437841406** EMAIL: **coffscolts@live.com.au** NAME: **Insert Name** PHONE: **Insert Phone Number** EMAIL: **Insert Email**

ACKNOWLEDGEMENT

Prior to the commencement of each cricket season, Affiliated Associations and Clubs will seek that all of their Cricket Participants provide written confirmation that they acknowledge and agree to be bound by Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations and Clubs. This acknowledgment can be provided online or in hard copy, for example:

- by including this acknowledgment in the Affiliated Association or Club's registration processes (see Item 6 of the Checklist for Adoption of Australian Cricket's Policy for Safeguarding Children and Young People); or
- by requiring Cricket Participants to complete an online form or provide email confirmation; or
- by requesting that each Cricket Participant sign and return a copy of Australian Cricket's Looking After Our Kids Code of Behaviour Acknowledgment Form for Cricket Participants to the Affiliated Association or Club (you can find this form at https://www.cricketaustralia.com.au/about/safeguarding/safeguarding-kids).

AUSTRALIAN CRICKET'S LOOKING AFTER OUR KIDS CODE OF BEHAVIOUR

Australian Cricket's Looking After Our Kids Code of Behaviour details the expectations of acceptable behaviour of all persons who are responsible for the care and wellbeing of Children and Young People in our sport.

All persons must:

1. ensure all Children and Young People participating in cricket feel safe, included, encouraged and supported.
2. use positive guidance strategies to ensure that Children and Young People are respected and treated fairly, giving positive and constructive feedback rather than negative criticism. If an individual is required to discipline a Child or Young Person, they must ensure that appropriate techniques are used with the safety and wellbeing of the Child or Young Person being considered.
3. put the welfare of Children and Young People first by encouraging a constructive environment where healthy competition, skill development, fun and achievement are promoted.
4. promote good sportsmanship by encouraging Children and Young People to be considerate of players, officials and volunteers.
5. ensure that physical contact with a Child or Young Person is appropriate for delivery of the program or services such as skill development or correction, fitting equipment or to provide comfort or support.
6. use appropriate language and communication techniques when dealing with Children and Young People, providing clear direction, guidance and avoiding language that is:
   a. discriminatory, racist or sexist;
   b. derogatory, belittling, negative, sexual, profane or offensive; or
   c. intended to threaten or be harmful to the Child or Young Person.
7. avoid one-on-one unsupervised contact with Children and Young People at all times.
8. ensure change room and accommodation arrangements are appropriately considered to allow for suitable supervision while recognising the privacy of Children and Young People.
9. not take photos, videos or other recordings (including livestreaming) of Children and Young People without the prior consent of their parent or guardian. Any photos, videos or other recordings must be in connection with the Child or Young Person's participation in our sport.
10. not seek to or contact Children or Young People outside contact that is required as part of the scope of the individual's role in our sport.
11. not engage in inappropriate conversations in the presence of Children and Young People, including communication on social media, email or mobile phone.
12. not supply alcohol or drugs to Children or Young People or be under the influence of alcohol or drugs when in the presence of Children and Young People.

SEXUAL MISCONDUCT

Under no circumstances is any form of 'sexual behaviour' to occur between, with, or in the presence of, Children or Young People. Engaging in sexual behaviour while participating in our sport is prohibited even if the Young Person/s involved may be above the legal age of consent.

'Sexual behaviour' encompasses all actions that would reasonably be considered to be sexual in nature, including but not limited to:

- 'contact behaviour', such as sexual intercourse, kissing, fondling, sexual penetration or exploiting a Child or Young Person through prostitution; and
- 'non-contact behaviour', such as flirting, sexual innuendo, inappropriate text messaging, inappropriate photography or exposure to pornography or nudity.

POSITIVE GUIDANCE AND DISCIPLINE

Australian Cricket strives to ensure that Children and Young People participating in our sport are aware of the acceptable limits of their behaviour so that we can provide a positive experience for all participants.

However, Australian Cricket acknowledges that there are times when an individual may be required to use appropriate techniques and behaviour management strategies to ensure:

- an effective and positive environment; and
- the safety and/or wellbeing of Children, Young People or personnel participating in our sport.

All persons involved in our sport must use strategies that are fair, respectful and appropriate to the developmental stage of the Children or Young People involved. All Children and Young People need to be provided with clear directions and given an opportunity to redirect their misbehaviour in a positive manner.

Under no circumstances are persons involved in our sport to take disciplinary action involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening, humiliating or discriminatory.

ACTING APPROPRIATELY TO YOUR ROLE

All persons involved in our sport must act within the scope of their duties (as determined by their role within their Affiliated Association or Club) when involved in our sport.

Without express authorisation from a Nominated Supervisor or Person in Authority, all persons must not:

- provide unauthorised transportation to a Child or Young Person (see Transporting Children for further information);
- engage in activities with Children or Young People who are participants and members of our sport outside cricket programs and services;
- engage in open discussions of a mature, adult or inappropriate nature in the presence of Children or Young People;
- provide any form of support to a Child or Young Person or their family, unrelated to their role or our sport (for example, financial assistance, babysitting, providing accommodation), unless there is an existing social, personal or family relationship where providing such support would be appropriate in the circumstances;
- not seek contact with Children or Young People (or former participants) outside our sport, including through online and social media;
- take or store photos or footage of Children or Young People except in accordance with this Code of Behaviour;
- exhibit any type of favouritism towards a Child or Young Person;
- give gift/presents to Children or Young People other than the provision of official awards or with the consent of the Child or Young Person's parent or guardian;
- not involve themselves in a Child or Young Person's private matters, including family matters, unless the Child or Young Person is at risk of harm; or
- not, where there is no existing social, personal or family relationship prior to engaging in services in our sport, accept an invitation to attend any private social function at the request of a Child or Young Person who has participated, or is participating, in our sport – or at the request of their family.

Any person that becomes aware of a situation in which a Child or Young Person requires assistance that is beyond the confines of that person's role, or beyond the sporting environment, should undertake any or all of the following at the earliest opportunity:

- refer the matter to an appropriate support agency
- refer the Child or Young Person to an appropriate support agency;
- contact the Child or Young Person's parent or guardian; and/or
- seek advice from the Nominated Supervisor or Person in Authority or State or Territory Association.

USE OF LANGUAGE AND TONE OF VOICE

Language and tone of voice used in the presence of Children and Young People should:

- provide clear direction, boost their confidence, encourage or affirm them;
- not be harmful to Children or Young People – in this respect, all persons should avoid language that is:
- discriminatory, racist or sexist;
- derogatory, belittling or negative, for example, by calling a child a 'loser' or telling them they are 'too fat';
- intended to threaten or frighten; or
- profane or sexual.

SUPERVISION

Children and Young People participating in Affiliated Association or Club programs and services must always be supervised. Supervision must be constant, active, and diligent and requires supervisors to always be in a position to observe each Child or Young Person, respond to individual needs, and immediately intervene if necessary. All persons are responsible for supervising the Children and Young People engaged in our sport to ensure those participants:

- engage positively with our sport;
- behave appropriately toward one another; and
- are in a safe environment and are protected from external threats.

One-to-one unsupervised situations with Children and Young People, should be avoided, however some services and programs may involve such circumstances (e.g. medicine and physical therapy) and in this case, these situations will need to be identified and recorded by the Affiliated Association or Club.

Incidents of one-to-one unsupervised contact should be immediately reported to the Affiliated Association or Club within 24 hours of the incident occurring.

USE OF ELECTRONIC OR ONLINE COMMUNICATIONS

All email, text messages and other messages, including group/team messages sent to a Child or Young Person should include their parent or guardian as well as to a Nominated Supervisor or Person in Authority (or other contact nominated by the Affiliated Association or Club) of the Affiliated Association or Club.

Communication must:

- be restricted to issues directly associated with delivering our sport, such as advising that a scheduled event is cancelled;
- personal or social content limited only to convey the message in a polite, and friendly manner. In particular;
- not include anything that may be perceived as being sexual in nature;
- not be used to promote unauthorised 'social' activity or to arrange unauthorised contact;
- not include a request for a Child or Young Person to keep a communication a secret from their parents; and
- not include a request to 'add as a friend', 'follow' or communicate with Children or Young People using Facebook, Instagram, Twitter, Twitch, Snapchat, TikTok (or other social networking sites), Internet chat rooms or similar forums, game sites or instant messaging, other than MyCricket Messenger.

GIVING GIFTS

Other than the provision of official awards, gifts may only be given to Children and Young People involved in our sport, with the consent of their parents and guardians.

PHOTOGRAPHS AND FOOTAGE OF CHILDREN AND YOUNG PEOPLE

Subject to the Australian Cricket Ticket and Entry Conditions or engagement of Children and Young People by Australian Cricket for the promotion of Australian Cricket Programs and Services governed by a separate agreement with a Child or Young Person (and their parent or guardian), under this Code of Behaviour:

- Children and Young People are to be photographed or filmed while involved in our sport only if:
  - the Child or Young Person's parent or guardian has provided prior written approval for the photographs to be taken or the footage to be captured/streamed – this consent can be obtained by digital or hard copy consent form (you can use the **Australian Cricket's Looking After Our Kids Image Consent and Release Form** or **Australian Cricket's Looking After Our Kids Action Plan Livestreaming Consent and Release Form** for livestreaming, as a template) or by electronic message such as email or SMS.
  - the context is directly related to participation in our sport;
  - the child is appropriately dressed and posed;
  - the image/footage is taken in the presence of other colleagues or personnel.
- Images/footage should not to be distributed (including as an attachment to an email) to anyone outside the Affiliated Association and Club other than the child photographed/filmed or their parent, without knowledge and approval of the Nominated Supervisor or Person in Authority;
- Images (digital or hard copy) and footage are to be stored in a manner that prevents unauthorised access by others and will be destroyed or deleted when they are no longer required; and
- Images/footage are not to be exhibited/streamed on our website or in publications (annual report) without the parent or guardian's knowledge and approval (by obtaining written consent (this can be through an online, written or digital image consent form), or such images/footage must be presented in a manner that de-identifies the Child or Young Person.

Clubs and Affiliated Associations should note that publishing images of Children and Young People who are involved in court proceedings may result in criminal charges.

See "Livestreaming matches involving Children and Young People" for guidance in managing risks associated with Livestreaming matches involving Children and Young People.

LIVESTREAMING MATCHES INVOLVING CHILDREN AND YOUNG PEOPLE

Clubs and Affiliated Associations should not livestream cricket matches involving Children or Young People unless they have implemented the necessary minimum child safeguarding precautions set out below.

Consent

Prior to livestreaming any match/matches, Clubs and Affiliated Associations should obtain informed and written consent from the parent or guardian of any Child or Young Person involved in the match/matches. This consent can be obtained using a digital or hard copy consent form (you can use the **Australian Cricket's Looking After Our Kids Action Plan Livestreaming Consent and Release Form** as a template) or by electronic message such as SMS or email. This consent form, email or SMS should clearly inform the Child or Young Person's parent or guardian of the details of the livestream including:

- details of the match or matches that the Affiliated Association or Club intends to livestream;
- where and how the match/matches will be livestreamed (for example, via Facebook Live, Youtube or other platform);
- who will have access to the livestream (for example, will it be a private or otherwise publicly accessible stream);
- whether the recorded footage may be used for any other purposes (for example, for promotional, commercial or educational reasons or for disciplinary reasons should the footage show a breach of competition rules);
- state that parents or guardians can withdraw this consent at any time and provide details as to how they can do this; and
- any other relevant details with respect to the livestream.

If a Club or Affiliated Association is intending to livestream a match/matches, they should contact the Nominated Supervisor or Person in Authority for each participating team in advance of the match/matches and obtain written confirmation that consent has been obtained with respect to all Children and Young People who may participate in the match/matches. This confirmation should be recorded by the Club or Affiliated Association that intends to livestream the match or matches.

Matches should not be livestreamed unless informed written consent has been obtained from the parent or guardian of every Child or Young Person involved in the match/matches (from both teams).

Clubs and Affiliated Associations should provide parents and guardians with the right to withdraw their consent at any time.

Manage complaints

Clubs and Affiliated Associations should implement a process for reporting and managing complaints regarding livestreaming and inform members and participants of this process.

Make sure content can be removed

Clubs and Affiliated Associations should check the functionality of the terms/functionality or the relevant livestreaming platform and ensure that they can remove any content stored or posted online in the case that consent is revoked after the livestream recording is posted or the livestream recording needs to be removed for any other reason (for example, if a complaint is made about the footage).

Working with children checks

Clubs and Affiliated Associations should require that videographers or video editors involved in livestreaming hold working with children checks. Clubs and Affiliated Associations should ensure that videographers or video editors involved in livestreaming have agreed in writing that they will only use the footage for purposes that have been agreed by the Club or Affiliated Association.

LIVESTREAMING MATCHES INVOLVING CHILDREN AND YOUNG PEOPLE (CONTINUED)

Take steps to mininise risk

Clubs and Affiliated Associations should consider implementing the following actions to minimize child safety related risks:

- avoid identifying the Child or Young Person by name alongside an identifiable image/footage of their face, for example:
  - if your livestream displays the scorecard or score and includes the name of the participating Child or Young Person, consider positioning the camera far enough away so that the Child or Young Person's face is not clearly visible;
  - do not display photographs of the child alongside their name on the livestream;
  - consider displaying the Child or Young Person's last surname or initials only and not their full name
- limit access to the livestream to relevant people only by using private links or password protection.
- limit the ability of viewers to download and/or copy the content from the platform.

PHYSICAL CONTACT WITH CHILDREN AND YOUNG PEOPLE

Any physical contact with Children and Young People must be appropriate to the delivery of our sport such as assisting with bowling, batting or fielding techniques, when fitting cricket equipment and based on the needs of the Child or Young Person (such as to deliver first aid, or assist or comfort a distressed Child or Young Person) rather than on the needs of our personnel.

Under no circumstances should any person have contact with Children or Young People participating in our sport that:

- involves touching of:
  - genitals;
  - buttocks;
  - the breast area

  other than as part of delivering medical or allied health service by a health care professional;
- would appear to a reasonable observer to have a sexual connotation;
- is intended to cause pain or distress to the Child or Young Person – for example physical punishment;
- is overly physical (for example, wrestling, horseplay, tickling or other roughhousing);
- is unnecessary (for example, assisting with toileting when a Child or Young Person does not require assistance);
- is initiated against the wishes of the Child or Young Person, except if such contact is necessary to prevent injury to the Child or Young Person or to others, in which case:
  - physical restraint should be a last resort;
  - the level of force used must be appropriate to the specific circumstances, and aimed solely at restraining the Child or Young Person to prevent harm to themselves or others; and
  - the incident must be reported to the Nominated Supervisor or Person in Authority as soon as possible.

All persons involved in our sport are required to report to the Nominated Supervisor or Person in Authority, any physical contact initiated by a Child or Young Person that is sexual and/or inappropriate, for example, acts of physical aggression, as soon as possible, to enable the situation to be managed in the interests of the safety of the Child or Young Person, all other participants and persons involved in our sport.

ATTENDING TO AN INJURED OR UNWELL CHILD OR YOUNG PERSON

Only persons who are qualified in administering first aid or treating sports injuries should attempt to treat an injury. Any person administering first aid should do so in the presence of others.

Other considerations include:

- the safety and wellbeing, comfort level and privacy of the Child and Young Person should always be the priority;
- only uncover and treat the injured area, ensuring the privacy of the Child and Young Person at all times;
- always report injuries and any treatment provided to the Child or Young Person's parent or guardian and document the incident notifying the Nominated Supervisor or Person in Authority; and
- if necessary, seek medical attention as soon as possible or recommend that the Child or Young Person's parent or guardian seeks medical attention.

OVERNIGHT STAYS AND SLEEPING ARRANGEMENTS

Overnight stays are to occur only with the prior written approval of the Nominated Supervisor or Person in Authority and the prior written consent of the parent or guardian of the Children or Young People involved. (consent can be obtained by online, digital or hard copy form or by electronic messaging such as email or SMS).

Tours and overnight stays are only supported by Australian Cricket when they are arranged by a State and Territory Association or Cricket Australia.

Australian Cricket does not support any Tours or overnight stays conducted by Affiliated Associations and Clubs unless such support for a Tour or overnight stay has been explicitly 'declared' by the relevant State and Territory Association.

Practices and behaviour by all persons during an overnight stay must be consistent with the practices and behaviour expected during delivery of our sport at other times.

Standards of conduct that must be observed by all persons involved during an overnight stay include:

- ensuring that there is a record of attending personnel and a designated Tour manager;
- providing Children and Young People with privacy when bathing and dressing;
- observing appropriate dress standards when Children and Young People are present – such as no exposure to adult nudity;
- not allowing Children and Young People to be exposed to pornographic material, for example, through movies, television, the Internet or magazines;
- not leaving Children and Young People under the supervision or protection of unauthorised persons such as accommodation staff or friends;
- attending personnel and Tour manager must not consume alcohol, illegal drugs, or other substances that would affect their ability to provide the appropriate level of care to Children or Young People;
- ensuring that sleeping arrangements do not compromise the safety of Children and Young People by:
  - observing adequate adult to children ratios;
  - ensuring that accommodation includes separate beds for all persons attending the overnight stay or Tour; and
  - not allowing Children or Young People to be accommodated without adequate supervision;
- the right of Children and Young People to contact their parents, or others, if they feel unsafe, uncomfortable or distressed during the stay; and
- parents expecting that their children can, if they wish, make contact.

CHANGE ROOM ARRANGEMENTS

Children and Young People should be appropriately supervised while using change rooms. This requirement must be balanced with a Child or Young Person's right to privacy.

All persons involved in our sport should:

- when supervising Children or Young People using change rooms, ensure that a minimum of two supervisors of the same gender as the group are always present in the change room;
- avoid one-on-one unsupervised contact with Children and Young People at all times in the change room (other than their own Child or Young Person);
- not dress or undress in the change room while Children and Young People (other than their own Child or Young Person) are present, unless the Child or Young Person is playing in a Senior team and there are other members of the team in the change room;
- not take photos, videos or other recordings (or allow photos, videos or other recordings to be taken) of Children and Young People in the change room;
- ensure a level of supervision for preventing abuse and general misbehaviour by members of the public, adults and Children and Young People using the change room, whilst recognising the right to privacy; and

USE OF, POSSESSION OR SUPPLY OF ALCOHOL OR DRUGS

All persons involved in our sport who are delivering a program or service involving Children and Young People, must not:

- use, possess or be under the influence of an illegal drug;
- use or be under the influence of alcohol whilst delivering a program or service;
- be incapacitated by any other legal drug such as prescription or over-the-counter drugs whilst delivering a program or service;
- supply alcohol or drugs (including tobacco) to Children and Young People participating in our sport in any circumstance.

Use of legal drugs other than alcohol is permitted, provided such use does not interfere with your ability to provide the appropriate level of care to Children or Young People participating in our sport.

Several known health risks are associated with passive smoking. Avoid smoking when around Children and Young People.

All persons should be aware of their relevant Alcohol, Drug Use and Smoking Policy which may include additional requirements.

TRANSPORTING CHILDREN

Australian Cricket acknowledges that from time to time there are valid reasons for transporting Children and Young People. Children and Young People are to be transported only:

- in circumstances that are directly related to the delivery of our sport;
- with the prior written consent from the Child or Young Person's parent or guardian and;
- an acknowledgment of the Nominated Supervisor or Person in Authority of the parent or guardian's consent.

Parental/Guardian consent must be provided in writing and must include the following information:

- the form of transport proposed, such as private car, taxi, self-drive bus, bus with driver, train or plane;
- the reason for the journey;
- the route to be followed, including any stops or side trips;
- details of anyone who will be present during the journey other than the personnel who are involved in delivering our sport; and
- vehicle and registration information, including insurance and full license held by drivers.

Written consent can be obtained by using an online, digital or hard copy form (you can use the Australian Cricket Parent/Guardian Transportation/Pick Up Approval as a template) or by electronic message such as email or SMS.

In the event that it is not practicable for the person to obtain prior written approval or consent, they must notify in writing the details of the travel to the Nominated Supervisor or Person in Authority as soon as practicable following completion of the journey.

When transporting Children or Young People, the driver must drive responsibly, must not be under the influence of any substance that may impair them cognitively, including alcohol, and must have a valid drivers' licence and, to the to the extent practicable, not be alone in the car with a Child or Young Person.

Children and Young People may only be transported in a vehicle when the manufacturer stated capacity is adhered to and seatbelts and child restraints must meet Australian Standards (AS/NZS1754).

PICK UP AND COLLECTION OF CHILDREN AND YOUNG PEOPLE

All persons must:

- make sure Children and Young People and their parents or guardians know the time and location of training and matches, including start and finish times;
- arrive before scheduled practice or game times to ensure that Children and Young People are not left unattended;
- have an accessible register of parent and guardian emergency contact numbers and an operational phone;
- ensure they are aware of alternative pick up arrangements for Children and Young People and that the parent or guardian has provided consent;
- ensure that if a parent or guardian is late, they make reasonable attempts to contact them. It is not the responsibility of persons involved in our sport to transport Children or Young People home if their parent or guardian is late for pick up;
- ask the second last Child or Young Person and their parent or guardian to wait until the final Child or Young Person is collected;
- not leave the training or match until all Children and Young People have been collected by their parents and guardians; and
- ask the parents or guardians to collect their Children or Young People from the club room if available.

'Australian Cricket Parent/Guardian Transportation/Pick Up' approval forms for parents, specifying who may pick up their Child or Young Person from training and matches are recommended by Australian Cricket. If in doubt, contact the parent or guardian before releasing the Child or Young Person into the care of a person other than the parent or guardian.

If a parent or guardian is repeatedly late for the collection of their Child or Young Person, the person responsible for the group should notify the Nominated Supervisor or Person in Authority.

MONITORING AND REVIEW

This document will be reviewed annually, in consultation with stakeholders. Some circumstances may trigger an early review, this includes but not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by Australian Cricket.

RELEVANT DOCUMENTS AND RESOURCES

Australian Cricket's Policy for Safeguarding Children and Young People

Australian Cricket's Commitment to Safeguarding Children and Young People
(embedded within *Australian Cricket's Policy for Safeguarding Children and Young People*)

Sport Integrity Australia / Play by the Rules Online Child Protection and Safeguarding Course
(approximately 15 – 20 minutes in duration) available at elearning.sportintegrity.gov.au

DEFINITIONS

Australian Cricket Personnel means:

a) directors and officers of Cricket Australia, the State and Territory Cricket Associations or a Big Bash League Club;

b) Employees, including match officials appointed by Cricket Australia;

c) contractors and consultants engaged by Cricket Australia, 2022 ICC Men's T20 World Cup the State and Territory Cricket Associations or a Big Bash League Club under a Contractor Agreement, Consultancy Agreement or other Agreement to this effect;

d) Player Support Personnel;

e) board and/or committee members of Cricket Australia, 2022 ICC Men's T20 World Cup, the State and Territory Cricket Associations or a Big Bash League Club; and

f) volunteers of Cricket Australia, 2022 ICC Men's T20 World Cup, State and Territory Cricket Associations or a Big Bash League Club under a Volunteer Agreement or other Agreement (whether or not that Agreement is writing or not) to this effect.

Cricket Participant means:

a) directors, committee members and officers of an Affiliated Association and Club;

b) employees, consultants or contractors of an Affiliated Association and Club;

c) volunteers of an Affiliated Association and Club;

d) players that are registered with or entitled to participate in the activities of an Affiliated Association or Club and who have agreed to be bound by the Australian Cricket Child Safe Policy and the Australian Cricket "Looking After our Kids – Code of Behaviour;

e) coaches (including assistant coaches), who:

i. hold a Cricket Coaches Australia Accreditation unless the coach falls within the definition of Australian Cricket Personnel;

ii. are appointed and/or engaged by an Affiliated Association and Club;

iii. have an agreement (whether or not in writing) with an Affiliated Association and Club to coach in a facility owned or managed by the State and Territory Cricket Association; or

iv. have an agreement (whether or not in writing) with an Affiliated Association and Club to coach in a facility owned or managed by the Affiliated Association and Club

f) umpires, selectors and other officials, who:

i. hold a Cricket Umpires Australia Accreditation unless the umpire falls within the definition of Australian Cricket Personnel; or

ii. umpire or officiate cricket matches for Affiliated Associations and Clubs

g) Cricket Blast Coordinators (including Cricket Blast Coordinators for both Junior Blasters and Master Blasters);

h) team support staff;

i) parents/guardians holding a specific role within the Affiliated Association and Club (including regular scorers); and

j) any other person who has agreed to be bound by Australian Cricket's Child Safe Policy and Australian Cricket "Looking After our Kids" Code of Behaviour.