

CHILD SAFETY



A GUIDE FOR LIONS CLUBS IN 201Q2

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POLICY FRAMEWORK



AS LIONS, WE NEED TO PROTECT THE
YOUNG PEOPLE WE CONNECT WITH,
AND OUR OWN GOOD REPUTATION

CHILD SAFE POLICIES

■ Lions Australia Child Safe Policy

- Overarching document – provides structure and guidelines for operating youth projects.
- Outlines Child Safety roles.
- Explains how to handle a child safety incident.
- Contains specific sections for Youth Exchange, Youth of the Year and Leo of the Year programs.

WHERE TO FIND IT:

www.lionsclubs.org.au – search 'Child Safe Policy'

www.lions201q2.org – in Resources (coming soon)

■ District 201Q2 Child and Youth Risk Management Policy

- Adopted at District Convention 2022
- Supplement to MD Child Safe Policy
- Meets 8 requirements of Queensland **Blue Card system**:
 - Commitment
 - Conduct
 - Induction & screening
 - Compliance
 - Handling disclosures
 - Managing breaches
 - Risk management
 - Communication

WHERE TO FIND IT:

www.lions201q2.org - in Resources

WHAT IS CONSIDERED A YOUTH PROJECT?

- **Designated Lions Australia Youth projects:**

- Leo Clubs
- Youth of the Year
- Youth Exchange

- **Who needs a Blue Card?**

- The project organizer
- Any Lion or volunteer who has direct contact with the youth (not audience members)

- **Club projects that focus on, or target children:**

- Anything in a school or child care facility (Vision Screening, Peace Poster, Story Dogs)
- Any project that encourages children to attend (fun run, fete, carnival, competitions)

- **Who needs a Blue Card?**

- Any Lion or volunteer working on the project

Other Lions projects may have incidental contact with children (e.g. BBQ's, community days). While these would not be considered Youth Projects under the Child Safe Policy, it is still desirable for Lions members to have a Blue Card if possible.

CLUB RESPONSIBILITIES



CHILD SAFETY STARTS WITH ME!

CLUB RESPONSIBILITIES

Adopt

Adopt the policies

Appoint

Appoint a Child Safe Officer

Ensure

Ensure compliance

ADOPT THE CHILD SAFE POLICIES

- 'Clubs and Districts operating Youth Projects should adopt the Lions Australia Child Safe Policy AND establish their own procedures consistent with this approach and the legislative arrangements in their own jurisdiction.'
- Share the policies with your members and record in club minutes when your club officially adopts them.

APPOINT A CHILD SAFE OFFICER

ROLE OF THE CHILD SAFE OFFICER (Appendix A in District policy)

- Ensure compliance with Child Safe policies
- Educate members about Child Safety
- Maintain register of Blue Card holders
- Risk management of youth activities
- Act upon any Child Safe Incidents
- Keep records of any incidents reported

Note: CSO role can be held in conjunction with another club position

ENSURE COMPLIANCE

- Ultimately, the Board of Directors is responsible for ensuring compliance with the policies, but the Child Safe Officer will be delegated to follow up.
 - Child Safety induction for all members – Lions Code of Conduct & Child Safe Policies – Duty of Care declarations
 - Annual review and training ‘refresher’
 - Manage Blue Card register
 - Report any incidents/breaches
 - Keep records – Duty of Care declarations, Blue Card register, Incident Reports

See Appendices in District Policy for these forms

BLUE CARD SYSTEM



QUEENSLAND GOVERNMENT SYSTEM
FOR 'WORKING WITH CHILDREN'
CHECKS

BLUE CARD – FOR INDIVIDUALS

WHY DO I NEED ONE?

- 'Lions in Queensland who wish to become involved in any Lions project involving children or young people must obtain a Blue Card.'
- 'Any member who refuses or is unable to obtain a Blue Card will not be permitted to participate in any project involving children or young people.'
- Blue Card is free for volunteers.

HOW TO APPLY

- Search 'Blue Card Services' – How to Apply
 1. Have your [CRN](#) nearby to reference (on your driver's licence or Dept of Transport documents).
 2. [Register for an online account](#). This is how we verify your identity and get the photo for your card.
 3. Apply for your blue or exemption card using the [online applicant portal](#) or download the paper form.

BLUE CARD – FOR CLUBS

WHAT DOES THE CLUB NEED TO DO?

- Clubs need to keep track of which members hold valid Blue Cards.
- The Lions club needs to register as a Business with Blue Card Services, so that the members' cards can be linked, and the Child Safe Officer can check the Blue Card status of club members.
- There is no cost to register as a business engaged in child-related activities.

HOW TO REGISTER

- Designate club officer to make application – will need to be eligible for a Blue Card and have a CRN from Qld Transport.
- Search 'Blue Card Business Application'
- Complete the form online OR download a pdf and fill it in.
- NOTE - Online applications are processed more quickly.
- Once the club's portal is set up, another authorised user may be added, but keep users to a minimum to protect privacy.

MONITORING BLUE CARDS

RECORD KEEPING

- Club needs to keep a register of Blue Card holders (**Appendix C in District policy**) to ensure that only those members with valid Blue Cards are involved in youth projects.
- Blue Card services will advise you when a card has been issued or linked to your organisation.
- Blue Card Services will advise you when a linked card has been suspended, terminated or expired.

ROLE OF CHILD SAFE OFFICER

- Assist members to apply for a Blue Card OR link their existing Blue Card to the club.
- Remind members when card is due for renewal.
- Advise Club President if a member's card is suspended or cancelled – that member can no longer be involved in youth projects.

RISK MANAGEMENT



IT'S NOT JUST ABOUT BLUE CARDS ...
NEED TO BE PROACTIVE IN MINIMIZING
RISKS FOR YOUNG PEOPLE

HOW TO MANAGE RISKS

- Uphold the **Code of Conduct** when Working with Children
 - Wear a Lions Identification badge or name tag
 - Model good behaviour, language, standard of dress
 - Always treat young people with respect
 - Avoid physical contact unless required in a certain situation
 - Avoid one-on-one contact unless in full view in a public setting
 - Do not maintain contact or develop a relationship with a young person outside of the specific Lions activity they are involved in
 - Protect private information of young people
- Establish clear guidelines for interactions with young people in areas such as:
 - Personal contact (phone or email)
 - Photography and social media
 - Interviews
 - Transport
 - At projects or functions
 - At camps or conventions

[See MD Policy for more details](#)



REPORTING



WHAT? WHEN? WHERE? HOW? WHO?

REPORTING – DISCLOSURE OR SUSPICION OF HARM

Disclosure or suspicion of harm

- A Lion **becomes aware** that a child has been harmed or is at risk of harm
- A **child tells** a Lion that he/she has been harmed or is at risk of harm
- A **child tells** a Lion that another young person has been harmed or is at risk of being harmed
- A Lion **suspects** that a child is being harmed or is at risk of being harmed

YOU CANNOT IGNORE ANY DISCLOSURE OF HARM

What to do:

1. If the child is in immediate danger or a life-threatening situation, call Triple Zero (000)
2. If there is no immediate threat, Inform the Child Safe Officer and complete a Child Safe Incident Report form. (Appendix E in District Policy)
3. CSO will interview the child and determine the course of action – inform police, parents or Child Safety Services Centre.
4. Club President/District Governor to take action if a Lion is the subject of an allegation of harm.

REPORTING - BREACHES OF CHILD SAFE POLICY

BREACHES OF POLICY

- A Lion or volunteer does not have a valid Blue Card
- A Lion or volunteer acts inappropriately around young people
- A Lion or volunteer maintains private communication with a young person outside of the Lions project
- A Lion or volunteer fails to report an allegation of harm

WHAT TO DO

- Child Safe Officer completes a Child Safe Incident Report
- CSO & Club President decide on appropriate action:
 - Reminder of obligations under Child Safe Policies / retraining
 - Close supervision or prevent participation in youth projects
 - Terminate membership
 - Inform child's parents or police if necessary

THANK YOU



LION TONI LANPHIER
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