



Croquet Victoria

PARENTS AND GUARDIANS GUIDE

Date created:	July 2023						
Audience:	Parents and guardians of members and participants who are under the age of 18 years involved in Croquet.						
Version:	2023:1						
Purpose of Document:	<p>To summarise and simplify what parents and guardians need to know about all of our responsibilities to keep children and young people in croquet safe; and</p> <p>To ensure that parents and guardians have oversight of the information that Croquet Victoria distributes to its members under the age of 18 years.</p>						
Actions:	<ul style="list-style-type: none">• Parents and guardians acknowledge that they have read and understand this guide.• Parents and guardians acknowledge that they have read and understand Croquet Australia's Child Safeguarding Policy and Croquet Victoria's Code of Conduct.• Encourage others to read and understand.						
Review:	July 2024, if not prior						
Croquet Victoria Contact:	[INSERT NAME]						
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Other relevant resources	Please see the Croquet Victoria Child Safety webpage .						



CROQUET VICTORIA

Child Safe Standards

PARENTS AND GUARDIANS GUIDE

The Croquet Victoria Child Safe Framework sets out the responsibilities that all clubs, regional associations and participants within Croquet in Victoria (including parents and guardians) have to keep our children safe in croquet. It consists of:

- **Croquet Victoria's Commitment Statement for Safeguarding Children and Young People;**
- **Croquet Australia's Child Safeguarding Policy;** and
- **Croquet Victoria's Child Safe Code of Conduct.**

WHY YOUR CHILDREN'S SAFETY IS OUR PRIORITY:

1. We love our game and your children playing our game. We want them to keep participating. We realise that they have to FEEL safe, seen and valued to enjoy it and want to keep coming back.
2. All children have a right to feel safe, be involved and have a voice in decisions that affect them*.
3. Society has changed, and with it, higher standards of behaviour are now expected – of all of us. Sometimes, even though we have good intentions, others' *perception* of behaviour is different. So we want to help you to understand how we will work with you to protect your children.

WHAT WE'RE TRYING TO DO:

We're here to help. Victoria has legislative requirements and mandatory standards in place about child safety. We can't ignore those. But we want to make it as simple as possible for you, your children and all of our volunteers, coaches and members to keep children safe.

We've developed these resources for you to explain how we keep children and young people safe in our sport. This Guide also includes links to our other child safe resources that we hope are helpful for you to summarise and simplify the key commitments, messages and boundaries that we adhere to and practice in Croquet when they are part of our community.

SOME CHILD SAFETY GUIDANCE FOR PARENTS AND GUARDIANS:

You know your children best. Also, our schools now often teach their students about safety, boundaries with adults and that it's OK to speak up if they don't feel comfortable or safe. You can also help us to reinforce the key messages we have for children about child safety in croquet, just as in life.

The **three key messages** we have in our Child Safe "Teens Guide" are:

1. Croquet should be fun, safe and enjoyable.
2. You should never feel uncomfortable around others in croquet, particularly adults.
3. If you don't feel safe or comfortable, it's OK to speak up. We want you to **tell an adult that you trust** – whether that's your Mum or Dad, guardian, coach or another member of your club or family.

We know that children are more likely to speak up if they **feel valued** and are **listened to** in an **authentic** and **genuine** way. So please help us to **keep the conversations open with your children** about how they are feeling when they are part of the croquet community.



SOME CONVERSATION TIPS TO TALK ABOUT SAFETY WITH YOUR CHILDREN:

It's not always comfortable talking to children about how they are feeling in our croquet community or other environments. The delivery of conversations is just as important as the message or content itself. You're more likely to engage with children about tricky topics if the conversation is calm, non-judgmental and open. You can do this by:

- Listening carefully to them;
- Being open to hear more;
- Showing empathy and;
- Letting them know that they're doing the right thing by talking.

To open up a conversation with your child about safety in croquet, first of all, choose the right time. Sometimes, you may get more information in casual interactions, such as:

- When driving in the car;
- While walking together;
- Or washing the dishes together.

You could try using an example that you have heard of with another child and whether they have seen or heard anything similar. For example, *"another parent at the club told me that they were worried about how the coach is talking to their child. Have you seen or heard anything similar?"*.

IF YOU NEED HELP:

If ever your child tells you that they are not happy, comfortable or safe in our croquet, **please tell an appropriate person in croquet such as your club's Child Safety Officer or a trusted Club official**. Then we'll make sure that any issue raised is dealt with appropriately and in line with our Child Safe Framework.

If you reasonably believe[^] any child is in immediate danger from Child Abuse or is in a life threatening situation, please call 000 to speak with police.

You can also contact services such as Parent Helpline, NAPCAN, Lifeline, Kids Helpline and the Raising Children Network. Then advise the Club's Child Safety Officer or trusted Club or Association senior person of the issue and action taken, so the Club or Association is able to take any further steps required under the Child Safety Framework.

*Australian Government National Child Office for Child Safety Complaint Handling Guide: Upholding the rights of children and young people – A Reference Guide, 2019.

Commission for Children and Young People – Empowerment and Participation of Children Tip Sheet.

[^] A **reasonable belief** is one that a reasonable person in the same position would have formed on the same grounds.



YOUR CLUB'S CONTACT FOR CHILDREN

NAME:

PHONE NUMBER:

Child Safe Standards

TEENS GUIDE

THREE IMPORTANT MESSAGES

The **three key messages** to always keep in mind are:

1. Croquet should be fun, safe and enjoyable.
2. You should never feel uncomfortable around others in croquet, particularly adults.
3. If you don't feel safe or comfortable, **it's OK to speak up**. We want you to **tell an adult that you trust** – whether that's your mum or dad, guardian, coach, team manager, Club Child Safety Officer or another member of your croquet club or family.

YOUR RIGHTS

We believe that all children involved in our sport should:

- Feel comfortable;
- Feel safe;
- Be able to contact your parents/guardians or others at any time if you feel unsafe, uncomfortable or distressed when you are involved in croquet;
- Be provided with clear directions and feedback to positively change your behaviour if you have broken any rules or misbehaved;
- NOT be subject to disciplinary action involving verbal or physical punishment, or any form of treatment that could reasonably be considered cruel, frightening, humiliating or like you are being put down; and
- Be provided opportunities to have a say or give feedback about croquet activities.

OUR COMMITMENT TO YOU IN CROQUET

Croquet now has a **Child Safe Commitment Statement** that aims to make sure you are protected from harm. When involved in croquet, we want it to be enjoyable for everyone. So, we'll try to make sure that activities are suitable for your age and development and are led by appropriately qualified people.

Croquet commits to:

- Doing our best to make sure that you are protected from harm;
- Supervising your involvement in croquet in Victoria;



- Obtaining parent/guardian permission in writing before we can:
 - take you on an excursion;
 - arrange overnight stays or camps; and/or
 - provide transport to another location.
- Ensuring that there are enough appropriate adults and staff around to look after children at croquet.
- Trying to make sure that **you are not alone** with staff, coaches, volunteers or officials where they can't be seen by other adults – in person and online (see the Guide for children – eSafety tips);
- Trying to make sure that **croquet staff, coaches, volunteers and/or officials stay within their role**. This means that they cannot be employed for looking after you or visiting you at your home unless with the permission of your parent/guardian. They are not allowed to friend you on Facebook, take photos or footage of you for Instagram, YouTube, Snapchat, TikTok or other forms of social media unless they are doing this through official club communication channels with the consent of your parent/guardian.
- **Communication between you and coaches, officials and volunteers** in our sport must be regarding your involvement in croquet unless your parent/guardian has given their permission for you to have contact with them at a particular time;
- Guiding children fairly, respectfully and appropriate to their age and background;
- **Reporting and responding to any incidents** of abuse or neglect towards children involved in croquet.
- Where and when possible, our **croquet staff, volunteers and officials wear a uniform and/or have an appropriate name badge visible** when on duty;
- Being fair and making sure everyone gets to have a turn, no matter what their background, or ability.

WHAT TO DO IF YOU HAVE CONCERNS:

- If at any stage you feel uncomfortable, unsafe or worried, you should let your parent/guardian or a trusted adult in croquet know what has happened – they will want to support you.
- All you need to do is tell someone about what happened and they will do their best to make sure that you feel safe and protected from harm.
- You will not get in trouble for speaking up about something that worries you or makes you feel unsafe.

RESPONSIBILITIES OF TEENS IN CROQUET

When you are involved in croquet, you also have some responsibilities. These include:

- Letting a adult/member/parent/guardian know if you are unhappy or you don't feel safe;
- Treating others with respect;
- Following the rules when involved in croquet;
- Remembering that there are others involved in croquet. You are certainly free to choose your own friends. However, don't stop other children from enjoying and participating in croquet; and
- Listening to others and respecting their opinions.

