



CHILD SAFETY SUB-COMMITTEE TERMS OF REFERENCE

AUTHORITY

- 1 These Terms of Reference are issued under the authority of the Croquet Victoria Appointees, Sub-Committees and Working Groups Policy – 17 June 2014, as amended 14 December 2015 and 23 April 2018.

COMPOSITION

- 2 The Child Safety Sub-Committee is to consist of 4-5 members, including State Coordinator of Under21.
- 3 Clubs and regions will be invited to provide nominations for membership of the Sub-Committee. Nominees are to provide a statement of their relevant experience and capability.
- 4 Council may make initial appointments to the Sub-Committee once these terms of reference are approved. In subsequent years, members of the Sub-Committee will be appointed by Council annually at the Council meeting directly following the Annual General Meeting.

DURATION

- 5 Unless otherwise decided by Council, the Sub-Committee is ongoing.

SCOPE

- 6 Responsibility for ensuring policies and practices for child safety remain up-to-date with regard to emerging requirements, information and recommendations.
This needs to encompass Victorian and New South Wales requirements.

RESPONSIBILITIES

- 7 Regularly review current legal and recommended policies and practices for child safety, and through Croquet Victoria Secretary, ensure that all clubs are aware of requirements.
Regularly review the Croquet Victoria Child Safe Policy to ensure that it remains up-to-date.

MEETINGS

- 8 This Sub-Committee will appoint its own Convenor and Secretary.
- 9 The Sub-Committee will meet at least four times a year, more often as required.
- 10 Draft minutes of each meeting of the Sub-Committee are to be provided to the Croquet Victoria Secretary within seven (7) days of such meeting, to be made available to Croquet Victoria Council members.

AUTHORISATION

Honorary Secretary
Victorian Croquet Association Inc