

# SUNSHINE BEACH SURF LIFE SAVING CLUB INC



## Plan for Managing Breaches

### Purpose

This plan outlines the steps to be taken following a breach of the child and youth risk management strategy in order to address the breach in a fair and supportive manner.

### Definition

A breach is any action or inaction by any member of the organisation, including children and young people, that fails to comply with any part of the strategy. This includes any breach in relation to:

- statement of commitment to the safety and wellbeing of children and the protection of children from harm;
- code of conduct for interacting with children and young people;
- procedures for recruiting, selecting, training and managing paid employees and volunteers;
- policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines;
- policies and procedures for implementing and reviewing the children and youth risk management strategy and maintaining an employee register;
- risk management plans for high risk activities and special events; and
- strategies for communication and support.

All stakeholders are to be made aware of the actions or inactions that form a breach as well as the potential outcomes of breaching the child and youth risk management strategy.

### Who must comply with this plan?

- employees, volunteers and contractors
- committee members
- work experience students/students on placement
- parents and carers
- children and young people.

### Processes to manage a breach of the child and youth risk management strategy.

Breaches will be managed in a fair, unbiased and supportive manner. The following will occur:

- all people concerned will be advised of the process;
- all people concerned will be able to provide their version of events;
- the details of the breach including the versions of all parties and the outcome will be recorded;
- matters discussed in relation to the breach will be kept confidential; and
- an appropriate outcome will be decided.

### Suitable outcomes for breaches

Depending on the nature of the breach, outcomes may include:

- emphasising the relevant component of the child and youth risk management strategy, for example, the code of conduct;
- providing closer supervision;
- further education and training;
- mediating between those involved in the incident (where appropriate);
- disciplinary procedures if necessary; or
- reviewing current policies and procedures and developing new policies and procedures if necessary.

**Responsible person/officer: President, Craig Law**

**Date: 23/09/2015**

**Review Date:**

**23/09/2016**