



## SUNSHINE BEACH SURF LIFE SAVING CLUB INC

### Child & Youth Risk Management Strategy Action Plan

Mandatory Requirements	Does this already exist?					
	If yes, list the location of this information and any required amendments		If no, what is the action plan to complete the requirements?			
	Yes	Location and/or Amendments	No	Resources required	By whom	When
1. A statement of commitment:						
a) Child & Youth Risk Management Strategy Action Plan	X	Contained in CYRMS Resource Folder located in Administration Office, all Notice boards & Club website: <a href="http://sunshinebeachslsc.com.au/child-protection.html">http://sunshinebeachslsc.com.au/child-protection.html</a> with links from the Nippers and Cadet webpages				
b) Statement of commitment	X					
2. A code of conduct for interacting with children and young people:						
a) Administrators, Directors, & Officers Code of Conduct	X	Contained in CYRMS Resource Folder located in Administration Office & Club website				
b) Coaches & Officials Code of Conduct	X					
c) Members Code of Conduct	X					
d) Team Managers, Age Managers, Chaperones Code of Conduct	X					
e) Youth Leaders Code of Conduct Child & Youth Protection	X					
Directions for Surf Clubs:	X					
i. coaches/ trainers/ age managers and officials	X					
ii. parents	X					
iii. drop off & pick up	X					
iv. Transport	X					
v. overnight trips/ off-premises activities	X					
vi. use of images	X					
vii. activity inductions	X					

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3. Procedures for recruiting, selecting, training and managing people a) Position Descriptions b) Interview questions & reference checks c) Induction program ideas d) Training Register	X X X X	Contained in CYRMS Resource Folder located in Administration Office & Club website				
4. Policies and procedures for handling disclosures or suspicions of harm, including reporting guidelines a) Flowchart for reporting disclosures of harm b) Policy for handling disclosures/suspicious c) Complaints flowchart	X X X	Contained in CYRMS Resource Folder located in Administration Office Club Website – linked to Cadet & Nippers pages				
5. A plan for managing breaches of the risk management strategy a) Plan for managing breaches b) Incident report form – member harm	X X X	Contained in CYRMS Resource Folder located in Administration Office Club Website – linked to Cadet & Nippers pages				
6. Risk management plans for high risk activities a) Risk Management Plan for Activities and Events b) Checklist for overnight stays	X X X	Contained in CYRMS Resource Folder located in Administration Office Club Website – linked to Cadet & Nippers pages				
7. Policies and procedures for compliance with Blue Card Screening a) Blue Card Screening Policy b) Screening Checklist c) Blue Card Scenarios Factsheet d) Screening Report (Blue Card Register)	X X X X	Club Website – linked to Cadet & Nippers pages and CYRMS Resource Folder located in Administration Office Surf Club Server managed by Club Administrator				
8. Strategies for communication & support a) Information sheet for parents & carers	X	Club Website – linked to Cadet & Nippers pages Contained in CYRMS Resource Folder located in Administration Office				