



CHILD SAFETY OFFICER POSITION DESCRIPTION

POSITION	Child Safety Officer (CSO)
REPORTS TO	Association/Club Committee
PURPOSE	<p>The CSO role is a volunteer role appointed by the association/club committee. The role will serve as the first point of contact for people who have concerns about a child or young person within the association/club and provide advice and support to assist that person with making a report.</p> <p>The CSO will lead the child safety message and ensure that the association/club has implemented practices and procedures in line with Rugby Australia and the State Child Safe Standards.</p>
DUTIES	<ul style="list-style-type: none"> • Communicate and promote awareness and understanding of Safeguarding Policy and Procedures within the association/club • Help adults at the association/club understand their obligations to protect children and young people and promote their rights, creating a welcoming and safe environment for children and young people • Be the point of contact for all safeguarding of children and young people matters • Advise the committee on roles that require a working with children checks • Ensure the association/club undertakes correct screening of people in accordance with the current safeguarding laws and legislation and that appropriate records are maintained • Attend committee meetings and ensure that child safety is a standing agenda item for each meeting and all decisions are being made with the safeguarding of children and young people in mind • Work with the committee to assess risks to children and young people and develop strategies and action plans to minimise the risks • Ensure all complaints, allegations and/or suspicion of prohibited conduct are reported to the Rugby Australia's Report a Concern and/or the police
ROLE REQUIREMENTS	<ul style="list-style-type: none"> • Must have a valid working with children check (or equivalent). • Undertake training on safeguarding and/or child safety issues, as directed by the club, association, Queensland Rugby Union and Rugby Australia.
TRAINING	<ul style="list-style-type: none"> • Rugby Australia Player & Staff Level 1 Integrity course (online)