



ANNUAL CHILD SAFEGUARDING REFRESHER TRAINING

Provide a copy of this sheet to all attendees. Remind everyone that our core commitment is simple: Kids' sport should be safe and fun. Safeguarding is everyone's responsibility.

1. EXPECTED BEHAVIOURS AND BOUNDARIES

To create a positive environment where children can thrive, all adults must adhere to professional boundaries and positive guidance.

- Tone and language
 - Use encouraging language
 - Never use derogatory, belittling, or sexist/racist language and never use exercise (e.g. laps or push-ups) as a punishment
- Physical contact
 - Must be kept to a minimum and used only for treating injuries, preventing harm, or developing skills
 - Always explain the reason for the contact and seek the child's consent first (e.g. "Can I place my hand on your arm to correct your stance?")
- Professional boundaries
 - Never engage in one-to-one contact with a child outside of authorised activities, and do not provide gifts or outside support (like babysitting) unless you are their parent or approved guardian

2. HIGH-RISK ENVIRONMENTS - THE "SIMPLE RULES"

Most safeguarding risks occur in a few common areas. Follow these simple rules to protect the children and yourself.

- Online communication
 - No private, one-to-one direct messaging (DMs) with junior players
 - Always use group channels and include a parent/guardian
 - Do not "befriend" children you coach on a personal social media account
- Change rooms
 - Adults must knock loudly, announce themselves and wait before entering
 - Where possible, adults should enter as a pair and never be alone with a child in a change room
- Transport and travel
 - Avoid one-adult to one-child transport situations
 - If a volunteer must transport a child, prior written parent/carer authorisation is strictly required



3. HOW TO RESPOND AND REPORT A CONCERN

If you witness prohibited conduct, notice signs of abuse (e.g. sudden behaviour changes, unexplained injuries), or if a child discloses harm to you, follow these steps:

1. Immediate danger

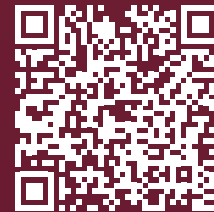
- If a child is at immediate risk of harm, call 000 for police or medical assistance immediately

2. Listen and reassure

- If a child speaks up, listen carefully without interrupting
- Tell them they did the right thing by telling you and never promise to keep it a secret

3. Report

- Contact our club's/association's designated Child Safety Contact immediately
- The designated Child Safety Contact **MUST** report directly to Rugby Australia via the online Report a Concern page



4. Record

- Write down exactly what was said or seen, noting the date, time and who was involved
- Keep this factual and strictly confidential

4. TABLETOP PRACTICE SCENARIO (4 MINS)

Read this scenario out loud and discuss the correct steps with the group to test your club's/association's readiness.

- Example scenario
 - A parent approaches you after training and reports that a volunteer coach has been sending private, late-night text messages to their 15-year-old child
- Discussion Questions:
 - 'Who is the first person you contact at our club/association?'
 - 'What immediate steps do you take?'