

Child Safe Reporting Policy

1. Intent of the Reporting Policy

This reporting policy supports GRNA's Child Safeguarding Policy and Practices. It is to be used in circumstances pursuant to Section 2 (Scope), 3 (GRNA Responsibilities), 4 (Recruitment & Screening) and 5 (Breaches of Policy) outlined in the GRNA Child Safeguarding Policy.

2. The types of complaints to report include:

- a. Any act or behaviour that breaches the GRNA Code of Conduct
- b. Any act or behaviour that breaches GRNA General Policies
- c. Any act or behaviour that breaches the GRNA Child Safeguarding Policy
- d. Any act or behaviour that is reasonably considered to be unlawful or criminal.

3. Who can make a complaint or report?

- a. Any member/participant of GRNA and its affiliated clubs.

4. Reporting obligations (who to report to)

- a. Club Coordinator
- b. GRNA Representative (Committee Member)
- c. NSW Police
- d. Child Protection Hotline

5. Risk Management Strategies

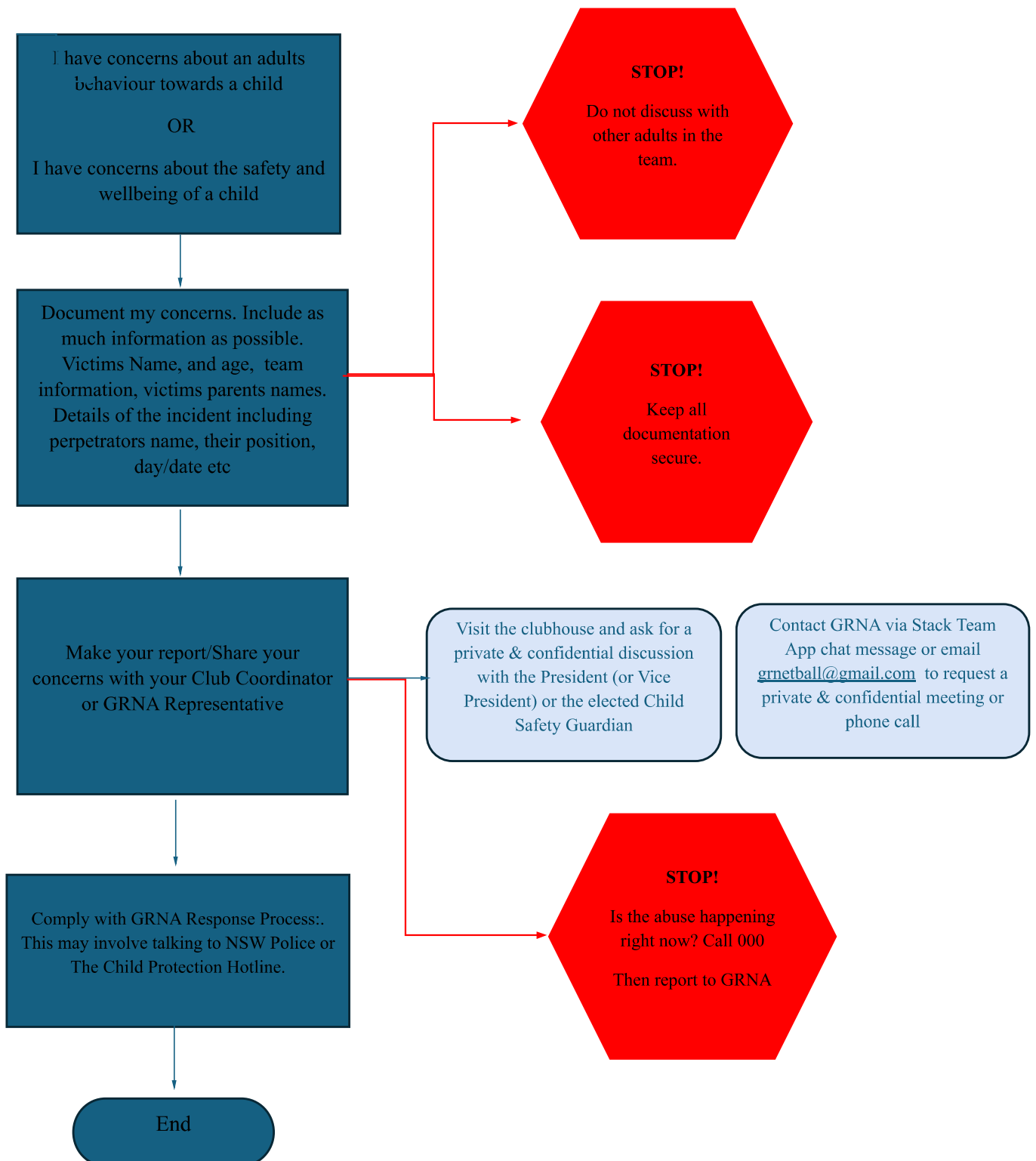
- a. In person – discreetly request a private chat with any of the individuals listed above.
GRNA can provide a private and confidential space for reports to be made.
- b. Email GRNA or Club Coordinator to request a confidential conversation.
- c. Message GRNA via Stack team app to request a private phone conversation.

6. Procedural fairness

- 1. GRNA will convene a Disciplinary Action review meeting to discuss the report.

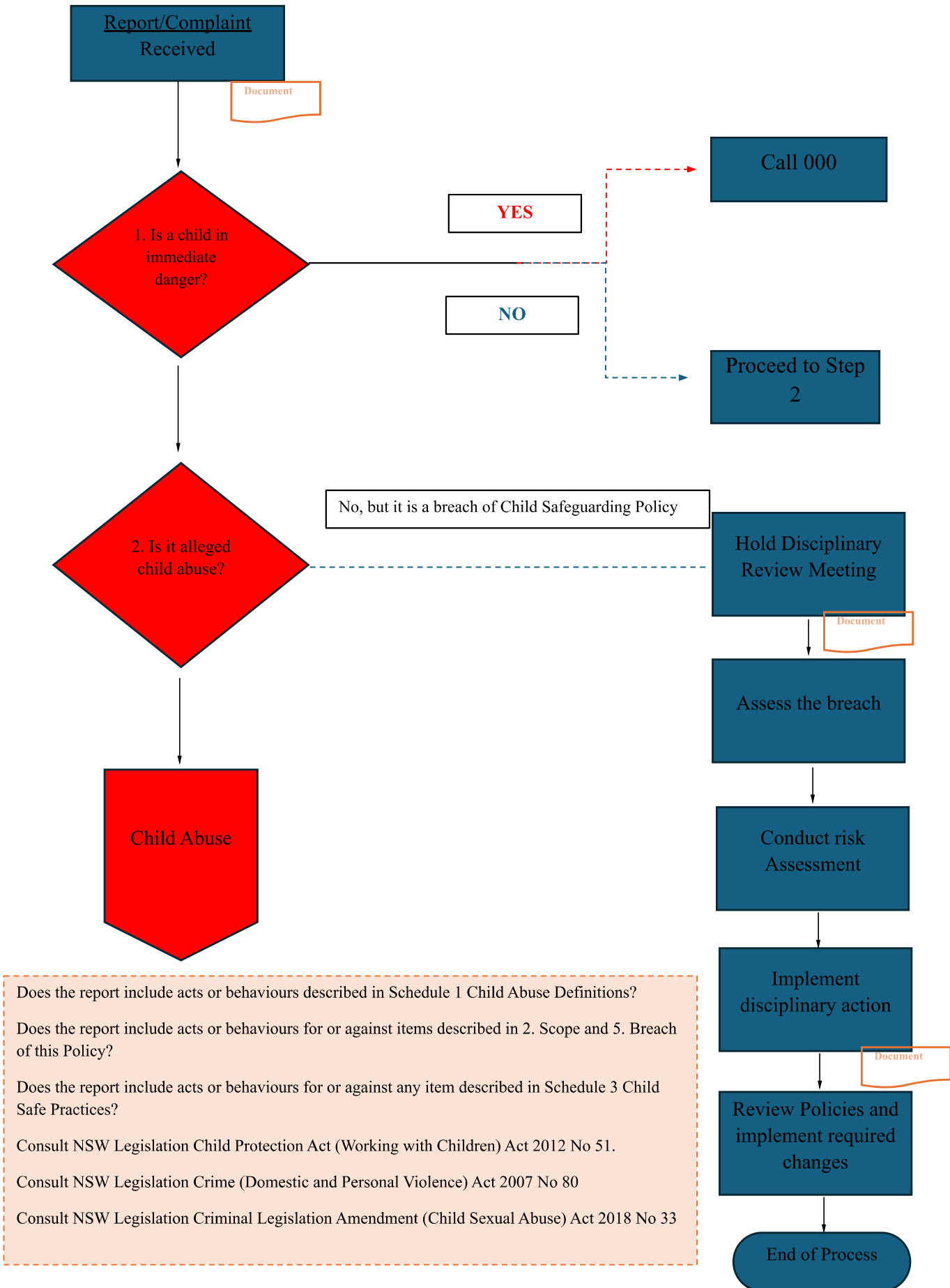
2. This meeting will take place in a private and confidential space. It will not be held in a member's home, on games days or on training evenings.
3. Minutes of the meeting will be password protected and saved on a secure network drive.
4. GRNA will review the complaint/report and following the Report process outlined below.

7. Reporting Concerns/Suspected Child Abuse Process

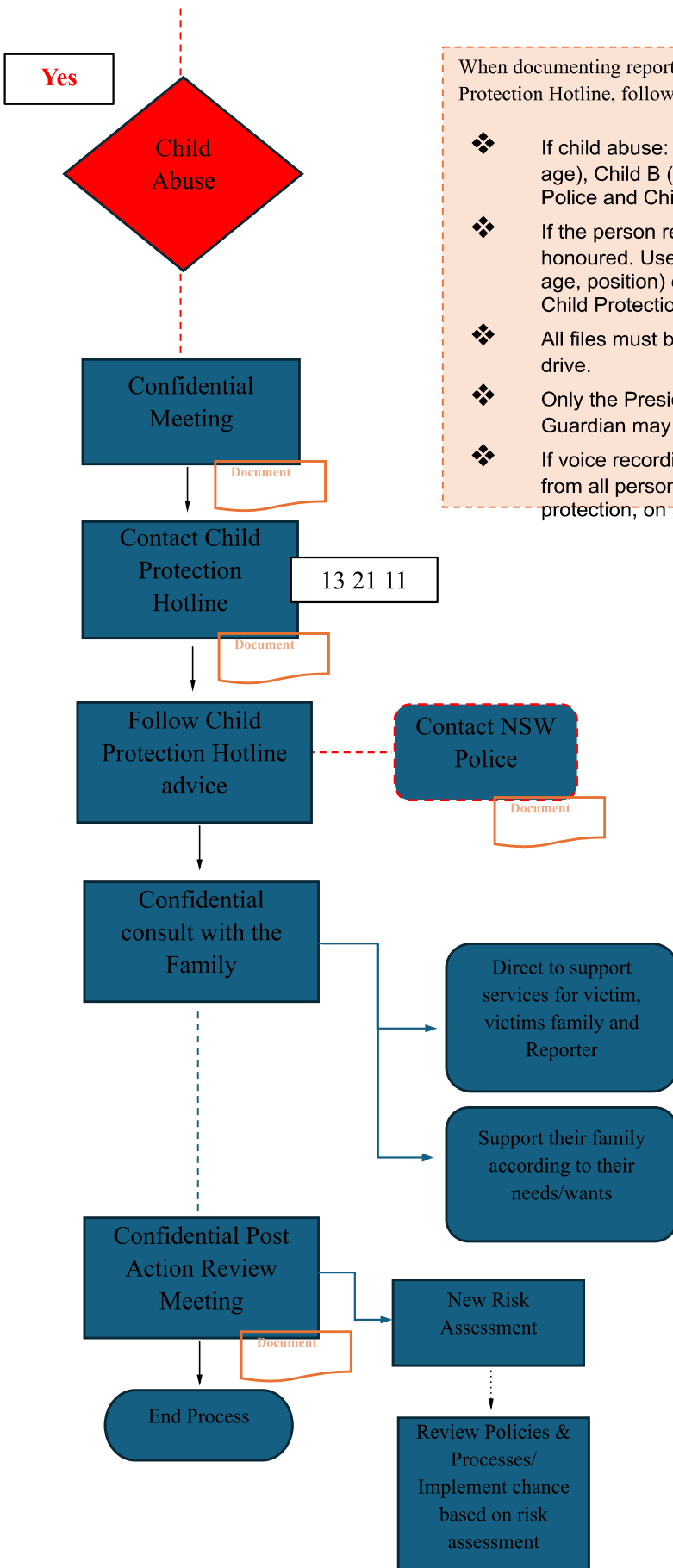


Reporting can be confronting and scary. It is important Reporters and Witness to child abuse care for themselves. There are a number of support services available on the GRNA Response Process document. Additionally, we can refer you to counselling services at either St Matthews Uniting Church or Northmead Uniting Church.

8. GRNA Response Process



GRNA Response Process Continued...



When documenting reports, meetings and discussions with NSW Police or Child Protection Hotline, follow the below Child Safe Guidelines:

- ❖ If child abuse: Do not include Victims name – use terms Child A (F, age), Child B (M, age) etc. Identity information will be held by NSW Police and Child Protection Hotline only.
- ❖ If the person reporting wishes to be anonymous, this must be honoured. Use the term Reporter A (F, age, position) or Reporter B (M, age, position) etc. Identity information will be held by NSW Police and Child Protection Hotline only.
- ❖ All files must be password protected and stored on a secure network drive.
- ❖ Only the President (or Vice President) and elected Child Safety Guardian may access saved documentation.
- ❖ If voice recording meetings, reports and discussions, obtain permission from all persons involved. Recordings must saved with password protection; on a secure network drive.

Support Services include:

St Matthews Uniting Church Counselling Service
 Northmead Uniting Church Counselling Service
 Bravehearts 1800 272 831
 Headspace 1800 650 890
 Australian Childhood Foundation 1800 176 453
 Kids Helpline 1800 551 800
 1800Respect 1800 737 732
 NSW Domestic Violence Line 1800 656 463
 NSW Sexual Violence Helpline 1800 424 017
 National Disability Abuse and Neglect Hotline 1800 880 052
 Mensline Australia 1300 78 99 78
 Relationships Australia 1300 364 277