

## **Child Safe Policy**

**Number:** 1 **Issued:** December 2020  
**Version:** 1 **Last Reviewed:**

### **Overview**

Love Football provides an open, welcoming and safe environment for everyone. From time to time, we may have interaction with children (any person under the age of 18) during the ordinary course of business, for example, the use of child models in photoshoots for advertising materials, product catalogues or for product showings to customers.

Love Football expects everyone involved in such activities to abide by the following requirements to ensure responsible promotion of safety and wellbeing of children and young people in our workplace/care.

### **2. Purpose**

The purpose of this policy is to provide a framework aimed at creating an appropriate environment that maximises child safety, through appropriate awareness and management practices for both employees and 'external providers' who may be engaged to provide services for Love Football.

### **3. Scope**

This policy applies to all Employees, Contractors and Consultants of Love Football working in Australia and New Zealand who may participate in business-related activities that involve children.

### **4. Principles**

- Children have a fundamental right to be safe from any form of abuse or neglect which applies to their involvement in any activities undertaken in relation to any of Love Football's Brands.
- Protecting children involves legal as well as moral obligations.
- Child protection is the responsibility of all Love Football employees and external providers, particularly if the function of their job includes activities involving children.
- Love Football is committed to the provision of appropriate training and support to assist employees in providing and maintaining a safe environment for children.

### **5. Policy**

We will:

- Treat children with respect and be a positive role model in my conduct with them.

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- Communicate with the children in an age appropriate and realistic manner.
- Set clear boundaries about appropriate behaviour between adults and children.
- Only have physical contact with a child in ways which are appropriate to the activity being undertaken.
- Be willing to listen and respond appropriately to a child's views and concerns.
- Respond quickly, fairly and transparently to any serious complaints made by a child or related to a child.
- Maintain an awareness of the legislative and policy requirements for dealing with children.
- Demonstrate a commitment to practices that minimise the risks to children.

We will not:

- Subject a child to any form of corporal punishment, social isolation, immobilisation, sexual suggestion, offence or misconduct.
- Direct a child to perform in a sexually provocative or unsafe manner.
- Communicate with a child in ways that are likely to humiliate, frighten or distress the child.
- Use tobacco products or possess or be under the influence of alcohol or illegal drugs at any time while working with children.
- Develop any 'special' relationships with children that could be seen as grooming/favouritism such as the offering of gifts or special treatment.
- Do things of a personal nature that a child can do for themselves, such as toileting or changing clothes.

### **6. Practices relating to the publishing of images of children online.**

Love Football will adhere to the following best practice protocols relating to obtaining and displaying images of children. We will:

- Obtain permission from the parent or guardian and clearly outline the purpose of using the image, how it is going to be used and for how long. If the image is going to be taken in a venue away from Love Football's offices we will make sure the parents or guardian agree to be present.
- Ensure professional photographers are aware that any images taken will remain the property of Love Football and cannot be used or sold for other purposes. Any negatives must also be destroyed or handed over to Love Football.
- Ensure there is no identifying personal information accompanying photographs, such as the child's name, address or telephone number. Group photographs reduce the risk of identifying individual children.
- Only use images of children that are relevant to the Love Football's or its Brands activities and services, such as children participating in an activity specifically associated with that Brand or product.
- Determine who will have access to view the images of the children posted to a website. Most websites are public places that any person can access; however, some websites can be more secure by using private pages accessible only to registered members. The practice of using private pages enables members of groups, clubs or other organisations to share information with each other more securely.
- Provide details for parents or other persons on who to contact if they have concerns or complaints around the use of inappropriate images or inappropriate behaviour in obtaining images.

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We will not:

- Allow photographers to be unsupervised or with individual access to children.
- Display information about children's hobbies, likes or dislikes, school, etc. as they can be used as grooming tools for paedophiles or other persons.

### **7. Reporting Inappropriate Conduct or Behaviour**

Where any form of inappropriate behaviour, conduct or child abuse is alleged or suspected the following steps should be taken:

- The matter must be reported to either or both of the two Directors of Love Football;
- Immediate steps must be taken to remove the real or potential threat to the child/children;
- Investigation proceedings will be initiated with appropriate confidentiality being maintained; and
- The matter may be reported to the police or relevant State or Territory authority.

### **8. Confidentiality & Privacy**

Love Football has Company and Brand Specific Privacy policies in place that relate to the protection of personal information.

In relation to the use of images & video of children for marketing and promotional related activities, Love Football has consent forms available for parents or guardians to sign which explain the reasons for acquiring and displaying the image and how the visual material will be published.

### **9. Complying with Policies**

All employees are expected to comply with all policies in operation within Love Football as updated and replaced.

### **10. Breach of this Policy**

Any breach of this policy may result in counselling and disciplinary action, which may include dismissal

### **11. Changes to this Policy**

This policy does not form part of an employee's conditions of employment. Love Football may change, replace or withdraw this policy at any time.

### **12. Questions?**

If you have any questions about this policy, please refer to your Manager in the first instance.