



Child and youth Risk Management Strategy

COMMITMENT BY THE CANINE CONTROL COUNCIL (QUEENSLAND)
LIMITED TRADING AS “DOGS QUEENSLAND”

STATEMENTS OF COMMITMENT

- ▶ *Dogs Queensland (D.Q.) supports the rights of children and young people and is committed to providing a safe and supportive environment at all times, at all activities/events conducted by this organisation, ensuring their safety and well-being.*
- ▶ *All activities whether they are conducted specifically by Dogs Queensland (via Committees) or by one of the fully affiliated Clubs are required to comply with the Code of Practice.*
- ▶ *Dogs Queensland aims to promote a safe environment for all children and young people and to assist paid employees, volunteers, members, Club Officials and Judges to recognise harm and follow appropriate notification procedures when reporting.*
- ▶ *In order to support this commitment, DOGS QUEENSLAND is dedicated to our ‘Child and Youth Risk Management Strategy’ which has policies and procedures in place to effectively address the safety and well-being of children in our care.*

STATEMENTS OF COMMITMENT

- ▶ The purpose of Dogs Queensland's Child and Youth Risk Management Plan is to help to identify potential risks of harm to children and young people and to implement strategies to minimise these risks.
- ▶ This would include among other strategies-
- ▶ *Blue Card Mandatory Requirements-
 1. All Junior Handler Judges
 2. All Junior Handler Committee Members
 3. All instructors at Junior Handler workshop events
 4. All paid employees / volunteers who assist at events which are child centred eg. excursions, camps
- ▶ Blue Cards are strongly encouraged for all Judges, Show Managers, Stewards, paid employees, members and volunteers who attend Dogs Queensland sanctioned events, where children and young people are present.
- ▶ Internal database by D.Q. of Blue Card holders, linked to Blue Card Services via the Organisational Portal.
- ▶ Identification of Blue Card holders by D.Q. on the Judges list using a * or tick (permission granted)
- ▶ *Recording systems for complaints established, maintained and held by D.Q.
- ▶ *Appointment of an office staff member to manage the DQ Risk Management Strategy-including databases and complaints.

CODE OF CONDUCT

FOR PEOPLE INTERACTING WITH CHILDREN

- ▶ This code of conduct applies to-
 - Employees (permanent, temporary, casual)
 - Volunteers
 - Consultants/Contractors
 - BOD (BOARD OF DIRECTORS) and Committee Members
 - Children and young people
 - Parents
 - Visitors/Spectators
 - Exhibitors

CODE OF CONDUCT

As children and young people are participants in approved Dogs Queensland events, we agree to the following:

▶ **Language**

We will use encouraging, positive words and tone when addressing children and young people. We will use honest and open communication with them.

▶ **Supervision**

All children will be adequately supervised at all times by parents/guardians.

Parental supervision is key to keeping children and young people safe.

Children and young people should always be escorted to toilets and other venues such as stall and venue holders as well as the canteen with 'a buddy' trusted by the parent/caregiver and with their knowledge and permission.

CODE OF CONDUCT

As children and young people are participants in approved Dogs Queensland events, we agree to the following:

▶ Physical Contact

It is not necessary for judges to make physical contact with children or young people in the ring. Congratulations can be verbal.

Physical contact outside the ring is only to occur when appropriate or necessary eg. to avoid or assist with an injury or illness or at a workshop when demonstrating a skill or providing instruction.

Any situations where physical contact is deemed necessary, it should occur in the company of a number of people in an outside, open environment and never one-on-one.

CODE OF CONDUCT

As children and young people are participants in approved Dogs Queensland events, we agree to the following:

▶ Bullying & Harrassment

We will refrain from using any form of intimidation toward children and young people.

We will not treat any child or young person in an unfair, unjust or discriminatory manner.

We will raise concerns of bullying, cyber-bullying or harassment of children or young people to Dogs Queensland or a Club official. This must be documented on an Incident Form.

CODE OF CONDUCT

As children and young people are participants in approved Dogs Queensland events, we agree to the following:

- ▶ **Photography/Social Media**

D.Q. will have parental permission , either verbal or written, to photograph or video any child or young person at any approved Dogs Queensland event. This would be included with membership renewal procedures.

D.Q. will have parental permission to photograph ,either verbal or written, before publishing any photos or video of children or young people on Social Media.

- ▶ Parents/Guardians are required to to supervise and monitor the Social Media activity of children and young people with regards to inappropriate relationships with older Dogs Queensland members as well as online engagement in dog forums and personal pages.

- ▶ Children or young people may be videoed or photographed at Dogs Queensland events as a standard part of the event by an appointed videographer or photographer. **Consent must be sought from the parents before uploading to a Social media site.**

CODE OF CONDUCT

As children and young people are participants in approved Dogs Queensland events, we agree to the following:

▶ Photography/Social Media

- ▶ As children and young people are participants in all approved Dogs Queensland events, not just child-centred events like Junior Handlers competitions etc, we agree that the following behaviours inflicted on, in the company of or directed at these children would be considered harmful and a breach of this Code of Conduct.
 - use of swear words, derogatory terms, sexual jokes and innuendo
 - use of violent and aggressive behaviours eg. Hitting, kicking, slapping, pushing
 - kissing or touching of a sexual nature
 - the excessive consumption of alcohol
 - the consumption of illicit drugs
 - private one-on-one indoor meetings without parental permission
 - any behaviour which harms or would harm a child or young person

RECRUITMENT, SELECTION, TRAINING AND MANAGEMENT.

- ▶ Dogs Queensland have made a decision that certain members of our organisation who would be dealing with children in child specific activities must have a Blue Card.
- ▶ This decision was based on advice from Blue Cards Services.
- ▶ It would be highly recommended, however, that all employees and members have a Blue Card as children and young people participate in most Dogs Queensland events.
- ▶ Employees/contractors, members and volunteers who attend/assist at DQ events.
- ▶ To be selected to perform certain roles and be part of certain Committees, a Blue Card would be mandatory. When members apply for the following positions they cannot be considered without already having a Blue Card.
- ▶ **Dogs Queensland will check the database to confirm eligibility.**

RECRUITMENT, SELECTION, TRAINING AND MANAGEMENT.

Who requires a Blue Card ?

- ▶ *Junior Handler judges who judge at Championship/Open /Specialty Shows- as the child is being judged not the dog.
- ▶ *Junior Handler Committee Members - as the organisers of the Junior Handler State Final - a child specific activity.
- ▶ *Junior Handler Trainers - as they conduct workshops specifically aimed at children and young people.
- ▶ NB. Under 18 y.o. engaged by Dogs Queensland as volunteers to judge Junior Handler competitions or conduct training sessions would not be required to have a Blue Card.

RECRUITMENT, SELECTION, TRAINING AND MANAGEMENT.

How to apply?

- ▶ Apply online at Blue Card Services- www.bluecard.qld.gov.au
- ▶ Or Call **1800 113 611**
- ▶ This is free as a volunteer for Dogs Qld.
- ▶ Judges are not paid employees of Dogs Queensland. Any money given to them is in the form of a reimbursement.
- ▶ There is a suite of 'How to' videos available on the Blue Card Services website to help members to apply online.
- ▶ The Blue Card is linked to the Canine Control Council (Queensland) Ltd. trading as Dogs Queensland through the Organisational Portal at Blue Card Services.

RECRUITMENT, SELECTION, TRAINING AND MANAGEMENT.

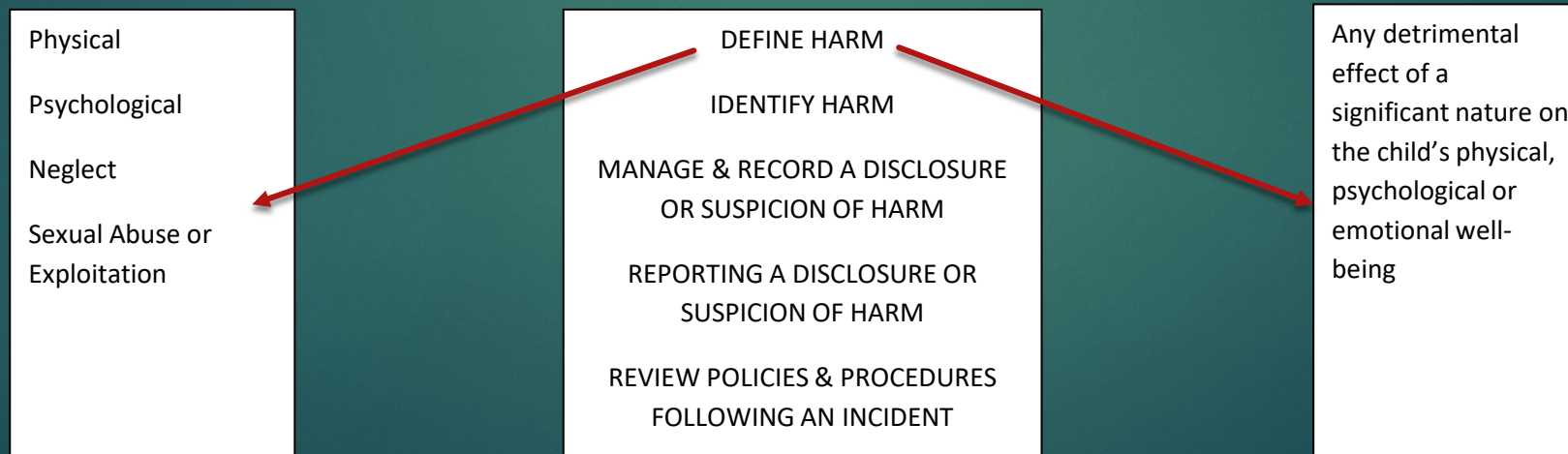
Training

- ▶ Training on the Risk Management Strategy will be required for all members who are required to have a Blue Card (as stated above) as it is their obligation to ensure the safety and well-being of children and young people.
- ▶ It is strongly recommended that other members and employees of Dogs Queensland are able to participate in the training also.
- ▶ The training could be conducted in person or by Zoom using a PowerPoint Presentation.
- ▶ Dogs Queensland will be required to maintain a register of attendance for the training.
- ▶ Training should occur when required – such as for new judges, committee members and trainers. Also for members and employees of Dogs Queensland.

HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

Dogs Queensland is required to have a policy and procedure for the handling of disclosures or suspicions of harm.

Children and young people can only stay safe if incidents or concerns are dealt with quickly and effectively and ALL members are aware of their need to report.



HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

TYPES	RESULTS
Physical-hitting, shaking, causing bruising, giving alcohol or illicit drugs	Bruising, Cuts, vomiting/seizures
Psychological/emotional-Rejection, yelling, insults, severe criticism, teasing, bullying, cyberbullying	Self-image issues, self-esteem issues, emotional issues like depression ,self-harm, anxiety
Neglect-Insufficient parental supervision, provision of food and water	Physical or emotional harm
Sexual Abuse/Exploitation-Predatory grooming behaviours ,Inappropriate sexualised touching, Inappropriate sexual language	Physical or emotional harm

HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

Indicators

It is important to be able to identify any signs of suspected harm.

- ▶ showing wariness and distrust in adults
- ▶ low self-esteem
- ▶ unexplained bruising or injuries
- ▶ thoughts of, or actions leading to self-harm
- ▶ withdrawn or overly obedient behaviours

HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

▶ Reporting

It is our ethical duty to report.

It is imperative that any disclosures by children or suspicions of harm occurring at Dogs Queensland sanctioned events be reported immediately to the office at Dogs Queensland, to a Board member or to a member of the Executive of the club holding the event where the harm occurred.

An Incident Report will be completed so the report is documented.

All comments must be reported in a non-judgemental, accurate and factual format.

The Incident Report will be dealt with by an appointed staff member in the Dogs Queensland office.

The Incident will be directed to the most appropriate agency depending on the incident-

- ***Dept of Children, Youth Justice and Multicultural Affairs-Ph 1800 811 810 / AH 1800 177 135***
- ***Qld Police Service-PoliceLink 131 444 - if you think a crime has occurred or will occur against a child.***

HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

IMPORTANT TO NOTE: From 5 July 2021 new laws under the Criminal Code Act 1899 makes it an offence for ANY ADULT not to report to Police ,sexual offending against a child by another adult.

Disclosures of Harm :

Should a child at a Dogs Queensland event want to disclose any form of harm-

- remain calm
- no secrets
- listen attentively, actively and non-judgementally
- quiet place
- record the child's own words
- document clearly and accurately
- no mediation
- follow Dogs Queensland reporting process

HANDLING DISCLOSURES, OR SUSPICIONS OF HARM.

Suspicious of Harm

- remain alert to warning signs and indicators
- pay close attention to changes in behaviour, ideas, feelings and words.
- assure the child, listen and believe
- follow Dogs Queensland reporting process.

MANAGING BREACHES OF THE “RISK MANAGEMENT STRATEGY”.

- A breach is any action or inaction, by any member of Dogs Queensland or visitor including children and young people , that fails to comply with any part of the strategy.
- Breaches are reported to the General Manager of Dogs Queensland or to the appointed staff member.
- Breaches of the Risk Management Strategy will be addressed using the existing Policy for breaches of the Code of Conduct, Rules or other policies.

MANAGING BREACHES OF THE “RISK MANAGEMENT STRATEGY”.

This table may be used as a guide for those sitting on a Breaches Panel.

MINOR	MODERATE	MAJOR	EXTREME
<p>-not updating blue card details with Dogs Queensland</p>	<ul style="list-style-type: none"> -swearing at a child -speaking in a derogatory manner to a child -Teasing/belittling a child -Insufficient parental supervision leading to behaviours ,injury or illness 	<ul style="list-style-type: none"> -telling sexual jokes to a child -yelling insults or criticism at a child -bullying/intimidating a child -cyber-bullying a child -photographing children without parental permission -publishing photos of children on Social Media without parental permission 	<ul style="list-style-type: none"> -excessive physical behaviours on a child- hitting, slapping, kicking, pushing -kissing or touching (of sexual nature) a child -giving alcohol or illicit drugs to a child

MANAGING BREACHES OF THE “RISK MANAGEMENT STRATEGY”.

Possible Consequences

MINOR	MODERATE	MAJOR	EXTREME
<ul style="list-style-type: none"> -Acknowledge behaviour is inconsistent with behaviour -Reminder to all about RMS emphasising Code of Conduct 			
	<ul style="list-style-type: none"> -Document-Incident Report -Formal Written warning-1st offence -Breaches Panel-2nd offence 		
		<ul style="list-style-type: none"> -Support provided to all 	<ul style="list-style-type: none"> -Support provided to all -Refer to outside agency

MANAGING BREACHES OF THE “RISK MANAGEMENT STRATEGY”.

Recording Breaches

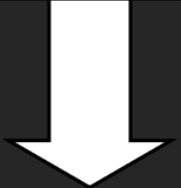
- ▶ The breach must be recorded on the Incident Report and the outcome will be recorded for all incidents. This information is to be stored in a secure location so that confidentiality is maintained for the children and young people.

HIGH RISK ACTIVITIES AND SPECIAL EVENTS

- When planning and conducting any Special Event or High Risk Events, specially aimed at children or young people, a process must be followed.
- Forward planning will lead to less risk of harm.
- Activities like the Junior Handler Finals, Workshop events, Excursions, Camps etc would be considered under this heading.

HIGH RISK ACTIVITIES AND SPECIAL EVENTS

**Complete a High Risk/Special Event Risk
Management Plan (see Appendix)**



- Describe the activity
- Identify the risks
- Analyse the risks
- Evaluate the risks
- Manage the risks and reassess
- Review

HIGH RISK ACTIVITIES AND SPECIAL EVENTS

- ▶ To analyse and evaluate the risk, a Risk Analysis Matrix is used. See Previous Diagram
- ▶ The Risk Management Plan is to be completed and presented to the organising committee prior to the event so approval is gained. After the event the committee will review the controls and responsibilities and record comments which would be useful for future planning.
- ▶ Activities that fall into Extreme or Major Concern categories would need further consideration as to whether the event should proceed. Permission from the BOD would be required.

COMPLIANCE WITH THE REQUIREMENTS OF THE BLUE CARD SYSTEM

Dogs Qld have made it a requirement for all

- ▶ *all Junior Handler Judges
- ▶ *all members of the Junior Handler Committee
- ▶ *all trainers who conduct Junior Handler Workshops
- ▶ *all volunteers who assist in conducting and participating in child specific activities have a Blue Card or an Exemption Card.

The Dogs Queensland Office will be responsible for managing the Blue Cards and exemption Cards with the organisation.

- ▶ They will confirm the identity of the cardholder and link them to the Canine Control Council (Queensland) Ltd trading as Dogs Queensland using the Organisational Portal on the Blue Card Services web page.
- ▶ This must be completed prior to any person being engaged in the above committees, Judges panel or roles.

COMPLIANCE WITH THE REQUIREMENTS OF THE BLUE CARD SYSTEM

In addition, Dogs Queensland should maintain a written record of all employees which include-

- Whether or not the person requires a blue card/exemption card
(If not, why not e.g. exemption under the Act)
- Type of card (paid/volunteer) or exemption card
- Date DQ confirmed the validity of the person's card
- Date DQ linked the cardholder
- Card number and expiry date
- Renewal date



COMPLIANCE WITH THE REQUIREMENTS OF THE BLUE CARD SYSTEM

- ▶ Any other appropriate and confidential records relating to negative notices, change of status, employees leaving, change of personal details and the date they informed Blue Card Services must be kept.

- ▶ All the above will be performed using the

Organisational Portal through Blue Card Services.

- ▶ Dogs Queensland must comply with all obligations under

“Working with Children (Risk Management and Screening) Act 2000

COMMUNICATION AND SUPPORT

- ▶ All employees, members and volunteers must be made aware of the Risk Management Strategy.
- ▶ They must know and understand the information contained within and where to access a copy.
- ▶ Everyone must be aware of their responsibilities and understand what is acceptable behaviour when interacting with children.
- ▶ They must also be aware of the process for addressing issues of concern, disclosures and suspicions of harm.
- ▶ The implementation of Dogs Queensland's Risk Management Strategy will reduce the likelihood of harm to children and young people attending approved Dogs Queensland events.