



VICSPORT



# SOUTHERN PENINSULA BASKETBALL ASSOCIATION

## Child Safe Sport Working Group

### TERMS OF REFERENCE

#### 1. Purpose

Southern Peninsula Basketball Association (SPBA) is committed to developing and maintaining a child safe environment within our sport. As such, the SPBA Child Safe Sport Working Group (the Group) has been established to assist in meeting the Victorian Child Safe Standards and nurturing a culture of child safety within our sport.

At SPBA our mission is to provide a safe, fun and inclusive environment to ensure players, coaches, officials and administrators of all abilities can maximise their full potential. Our six core values are integrity, inclusiveness, professionalism, progress, accountability and respect.

Through this working group we look to build and maintain a safe environment for children to grow and thrive.

The Group will:

- Lead the implementation of the Child Safe Standards;
- Establish a plan for future action;
- Link with external and internal stakeholders;
- Communicating information about the standards to staff, volunteers and members;
- Provide specific policy around Child Safety to support the SPBA Member Protection Policy.

#### 2. Authority

- The group will provide policy recommendations and advice;
- Relevant members of the group will take part in any escalated reports as necessary and in relation to the best member/s to assist with the report/s;
- The group will not make direct public statements regarding advice.

At times, highly sensitive and confidential information may come before members of this group. Members will maintain the highest levels of confidentiality and integrity and will be indemnified by the SPBA acting in accordance with these terms of reference.

#### 3. Responsible to

- The group will meet quarterly (or as required) and report to the SPBA General Manager in a written report;

#### 4. Membership

- The group will consist of 4 permanent members;
- The group will ideally consist of at least:
  - SPBA Employee

- Domestic Club Representative
- Referees Representative
- The group will consist of two males and two females;

## 5. Chair

The chair will be appointed by SPBA General Manager in consultation with the Working Group members.

The chair will:

- Plan and run the quarterly meetings including an agenda and minutes;
- Liaise with SPBA Staff Members in regards to advice from the Working Group;
- Provide written and verbal recommendations to the SPBA General Manager on behalf of the Working Group.

## 6. Meetings

- The group will formally meet quarterly or sooner if required;
- The group will receive an agenda and relevant information at least 48 hours before each formal meeting;
- The nominated chairperson will organise and run the meetings at an agreed upon location;
- Any costs for running the meeting will be covered by SPBA as required.

## 7. Contact

SPBA General Manager

[gm@sthpen.com.au](mailto:gm@sthpen.com.au)

03 5981 0347

## 8. Last Updated DRAFT 9<sup>th</sup> October 2020

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