



# Blackburn Vikings Child Safety Reporting Process

**Who can report?**

Parent

Child

Staff member or volunteer

**What to report?**

Any child safety concerns, including:

- Any form of child abuse – physical, sexual, verbal, emotional or psychological, bullying and neglect
- Any disclosures of abuse or harm to a child
- Any allegations, suspicions or observations
- Any breaches of Club and/or Basketball Victoria Codes of Conduct
- Any other safety or wellbeing issues involving children

**CALL 000 IF A CHILD IS IN IMMEDIATE DANGER**

**How?**

Email to [welfare@blackburnvikings.com](mailto:welfare@blackburnvikings.com) or phone call to the Club on 0493 182 187

**Who to?**

Child Safety Officer

**What happens next?**

The Child Safety Officer:

- Offer support to the child, the parents, the person who reports and all other staff members or volunteers involved
- Initiate internal processes to ensure the safety of the child, clarify the nature of the complaint and commence disciplinary process (if required)
- Decide, in accordance with legal requirements and duty of care, whether the matter should/must be reported to the police or Child Protection and make report as soon as possible if required.

**Outcome**

As appropriate, all relevant staff, volunteers, parents and child will be notified of the outcome of any investigation. This process may lead to Club policies or procedures being updated where necessary.