



BNJCA Policy and Procedures

BNJCA CHILD PROTECTION PROCEDURES

The Brisbane North Junior Cricket Association (BNJCA) applies the following procedures for protecting children in its care when organising and conducting representative cricket teams.

- All volunteers (coaches, managers and scorers) of the BNJCA involved with junior representative teams (ie, under 12 to under 16) must hold a Suitability Card before they take any role, unless exempt under the Commission for Children and Young People Guardian Act 2000. (A parent involved with a team who has a child in that team is exempt).
- The BNJCA will maintain a register of all suitability card holders in a secure place.
- All volunteers of the BNJCA involved with the management and development of young cricketers must follow the code of conduct appropriate to the position held (e.g., coach).
- All volunteers of the BNJCA are made aware of the appropriate policies and position descriptions provided by the BNJCA.
- All volunteers of the BNJCA must ensure that the following areas are handled in an appropriate manner –
 - Collect and register players' medical and indemnity details according to the Privacy Act 1998.
 - use of language
 - physical contact
 - relationships
 - discipline
 - bullying, and
 - general behaviour
- Where volunteers are given responsibility for BNJCA representative teams, wherever possible, there will be more than one person with each group of children.
- If there are girls in the group, every effort will be made to ensure that a female supervisor is available.
- The BNJCA will advise volunteer team officials to insist that all children are picked up by their parents or guardians.
- Volunteer team officials will be advised to never leave a child alone.
- In training situations, ensure that after dark there is adequate lighting.
- Ensure that toilets and change room facilities are safe.
- Do not take a child into a vehicle unless you have express permission from the child's parent or guardian. This permission should be on file for reference.
- When training or playing competitively undertake all precautions to ensure the safety of the child.
- Should any abnormal occurrence be observed, an incident report must be completed and provided to the BNJCA President (or his representative), within twenty four hours of the incident occurring.