

Cricket in Victoria

Summary of the Code of Behaviour for Looking after Kids

We want kids in cricket to feel safe, included, encouraged and supported – essentially, to enjoy themselves so that they keep playing. To make sure that we create this environment and in line with legislative requirements, **Australian Cricket's Code of Behaviour for Looking After Our Kids (Code of Behaviour)** requires everyone involved in cricket to abide by certain behavioural standards when it comes to dealing with Kids. This table summarises those requirements.

	Code of Behaviour Requirement for dealing with Kids in Cricket	Code Page Reference
1	<p>Language and Tone of Voice:</p> <p>a) Should provide clear direction, be positive, encourage and affirm kids and boost their confidence.</p> <p>b) Should NOT be harmful - ie, derogatory (eg “you’re a loser), threatening, frightening, profane, discriminatory, racist, sexual.</p>	Page 6
2	<p>Acting appropriately to your Role:</p> <p>a) Act only within the confines of your duties/role (eg, if you’re a coach, just be a coach).</p> <p>b) Unless with <u>express consent</u> from a nominated supervisor, do NOT:</p> <ol style="list-style-type: none"> i. Provide unauthorised transportation to kids – see Transportation Approval Form and section 14 below. ii. Engage in activities or seek contact with kids in cricket outside of cricket, including online and through social media. iii. Involve yourself in kids in cricket’s private and/or family matters, <u>unless you reasonably believe or suspect that they are at risk of harm</u> or that such support is appropriate in the circumstances. iv. Provide support to kids or their families that is unrelated to cricket. v. Accept an invitation to attend any private social function at the request of kids or their family/carer in cricket (current or past) unless there was an existing social, personal or family relationship. <p>If any of the above occur or you are made aware of a kid requiring assistance outside the confines of your role, either contact their parent/guardian or seek advice from an appropriate senior person in cricket.</p>	<p>Page 5</p> <p>Transportation Form or written permission via email or SMS – see Cricket Victoria’s Child Safe webpage</p>
3	<p>Sending electronic communications to kids (emails, texts and other direct messages):</p> <p>a) Wherever possible, use an organisation device, not a personal device.</p> <p>b) <u>Must copy parent(s)/guardian(s)</u> into any text, email or any other form of electronic communication message.</p> <p>c) <u>Must only communicate with kids regarding issues relevant to cricket.</u></p> <p>d) Ensure that any messages are polite/friendly and in no way sexual in nature.</p> <p>e) <u>Must not</u> communicate with kids, request to be “friends” or “follow” kids using</p>	Page 7

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	<p>Internet chat rooms, social networking sites, game sites, instant messaging or anything of a similar nature, particularly to encourage social contact of an unauthorised nature.</p> <p>f) <u>Must not</u> request that kids keep communication a secret.</p> <p>g) Ensure that children know what information and behaviour they should expect from adults.</p>	
4	<p>Supervision of Kids - When supervising kids in cricket:</p> <p>a) Avoid unsupervised and one-to-one situations with kids wherever possible - you should always be in view of others.</p> <p>b) Engage positively with our sport.</p> <p>c) Behave appropriately towards one another.</p> <p>d) Ensure that you are in a safe environment, protected from external threats.</p>	Page 6
5	<p>Physical Contact with Kids – must be appropriate to delivery of our sport (eg, bowling, batting or fielding techniques or fitting cricket equipment) and based on the needs of the kids (ie. to comfort if distressed). Contact must not:</p> <p>a) Involve touching genitals, breasts or buttocks.</p> <p>b) Appear to have a sexual connotation.</p> <p>c) Be intended to cause pain or distress.</p> <p>d) Be overly physical (eg, wrestling, tickling, etc).</p> <p>e) Be unnecessary (eg, assisting kids with toileting when they don't need help).</p> <p>f) Be initiated against the wishes of kids (unless to prevent injury, in which case physical restraint should be a last resort).</p> <p>Physical contact initiated by kids that is sexual and/or inappropriate behaviour between kids must be reported to an appropriate senior person in cricket in Victoria as soon as possible.</p> <p>Physical contact may occur where:</p> <p>a) It is needed to show or correct skills/techniques. Adults should always ask permission first and explain why the contact is necessary i.e. "Do you mind if I move your elbow into the correct position for this technique?"</p> <p>b) Required for medical or allied health purposes by a health care professional</p>	Page 9
6	<p>Sexual Misconduct:</p> <p>No form of "sexual behavior" is to occur between, with or in the presence of kids in cricket, even if the kids are above the legal age of consent – 16 years. This includes contact and non-contact behavior (eg. flirting, sexual innuendo, electronic messaging or photography).</p>	Page 4

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7	<p>Positive Guidance and Discipline:</p> <p>We want to create a positive environment for everyone in cricket in Victoria, understanding that kids need to understand the acceptable limits of their behavior, whilst ensuring that:</p> <ol style="list-style-type: none"> a) We give kids clear direction, using positive, encouraging language. b) Kids are given an opportunity to redirect their misbehavior in a positive way. c) Behavior management strategies are fair, respectful and appropriate to kids' developmental stage. d) No physical punishment, cruel/degrading/humiliating, etc. treatment is used. <p>Under no circumstances is physical punishment to be used, nor any other treatment that could be considered as degrading, cruel, frightening, humiliating or discriminatory.</p>	Page 4
8	<p>Giving gifts to Kids: Should be generally avoided. If not able to be avoided, giving gifts to Kids must always be authorised by parents/guardians and should be notified to an appropriate club or Association official.</p>	Page 7
9	<p>Photographs/video footage of kids:</p> <ol style="list-style-type: none"> a) You may only take photographs or video footage of kids involved in cricket if: <ol style="list-style-type: none"> i. prior approval has granted by their parent(s)/guardian(s) and the kids themselves; and ii. the context of the photo/footage is directly related to cricket; iii. kids are appropriately dressed and posed; and iv. the image/footage is taken in presence of others involved in cricket. b) Wherever possible, images and videos should only be captured on a club device. If using a personal device, the content should be moved to a storage location (i.e. laptop or cloud storage) belonging to the Affiliated Association or Club and deleted from personal devices as soon as possible. Ensure where possible that others in the club witness the deletion of images or videos from personal devices. c) Images must not be distributed to anyone outside the Affiliated Association or Club other than CYPs (or parents/guardians) without knowledge and approval of a parent/guardian and nominated senior person in your cricket organisation. d) Images must not be exhibited online without parent/guardian approval (through and Image Consent Form) unless kids are de-identified. <p>Please note that publishing images of kids involved in court proceedings may result in criminal charges.</p>	<p>Page 7</p> <p>Parental/guardian approval can be obtained digitally or in hard copy, via either SMS, email or the Image Consent & Release Form – Australian Cricket's Looking After our Kids Action Plan document on the Cricket Victoria website</p>
10	<p>Livestreaming Matches of kids:</p> <ol style="list-style-type: none"> a) You can only livestream a match/matches with Kids in cricket if: <ol style="list-style-type: none"> i. Prior approval has been granted by their parent(s)/guardian(s) and the Kids 	<p>Page 8-9</p> <p>Parental/guardian</p>

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	<p>themselves; and</p> <p>ii. You seek written confirmation and consent for all kids from both teams. This can be withdrawn by parents/guardians and kids at any time.</p> <p>b) A process for reporting and managing complaints must be in place.</p> <p>c) You must be able to remove the content from all relevant platforms (ie. YouTube, Facebook, etc) if necessary or requested.</p> <p>d) All individuals involved in livestreaming must hold a current Working with Children Check and can only use the footage for the purpose it was collected.</p> <p>e) Clubs and associations must take all reasonable steps to minimise child safety risks by not publishing a Kid's name with identifiable images of their face (ie. No headshots next to their name).</p> <p>f) During livestreams, try to keep the camera far enough away so that Kids' faces are not clearly visible.</p> <p>g) Limit the ability of viewers to download and/or copy the livestream.</p>	approval can be obtained digitally or in hard copy, via either SMS, email or the Livestreaming Consent and Release Form on the Cricket Victoria website
11	<p>Overnight Stays and Sleeping Arrangements for Kids:</p> <p>Overnight stays are to only occur with the prior written authorisation of parents/guardians and the relevant General Manager of Cricket Victoria (or their nominated representative). Association or Region Tours or overnight stays are NOT supported by Cricket Victoria unless it has "declared" them.</p> <p>Behaviour on declared Tours/overnight stays should be consistent with all standards in this document. <u>See page 10 of Code of Behaviour for further details of all other requirements.</u></p>	Page 10
12	<p>Change Room arrangements: People involved in cricket in Victoria should:</p> <p>a) Supervise kids in change rooms whilst balancing their right for privacy.</p> <p>b) Avoid one-to-one unsupervised situations with kids in a change room area (other than with their own child), whilst ensuring that a minimum of two supervisors of the same gender as the group are present to keep kids safe (eg, standing outside the entrance to the change room).</p> <p>c) Not dress/undress in the change room whilst kids are present, unless they are playing in a Senior Team and there are other members of the team present.</p> <p>d) Ensure that photos, video or other recordings are not taken in change rooms. To manage this, consider a "NO MOBILE PHONES" policy and signage in change rooms.</p>	Page 11
13	<p>Use, possession or supply of alcohol or drugs:</p> <p>(a) All persons involved in cricket who are delivering a program or on Tours/overnight stays involving kids must not use, possess, or be under the influence of illegal or illicit drugs, alcohol or be incapacitated by any other legal drug.</p> <p>(b) Legal (ie, prescription) drugs are permitted to be used provided that it does not</p>	Page 11

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	<p>interfere with your ability to provide an appropriate level of care to kids in cricket and that you do not supply legal drugs (including alcohol and tobacco) to kids.</p> <p>Note – Clubs and Associations may choose to have their own Alcohol, Drug Use and Smoking policies, which may include additional requirements.</p>	
14	<p>Transporting children:</p> <p>(a) You can only transport kids in circumstances that are directly related to the delivery of cricket and only with prior written approval of kids' parent/guardian (see Transportation Approval Form) and the express acknowledgment of a nominated senior person at your Club or Association.</p> <p>(b) If it is not possible to get prior written consent or approval, you must notify in writing the details of the travel to the nominated senior person at your Club or Association as soon as possible after the journey.</p> <p>(c) Where it is not possible to get a parent/guardian's approval in advance, the parent/guardian should send an approval text/electronic message to the Team Coach, Team Manager and the Association or Club senior person. This should then be documented appropriately.</p>	<p>Page 12</p> <p>Parental/Guardian consent can be obtained in digital or hard copy format and may be provided via SMS, email or via the Parent/Guardian Transportation Approval Form</p>
15	<p>Pick up and collection of kids: We must:</p> <p>(a) Ensure that kids and their parents/guardians know the times/locations of training/matches and that they arrive before the scheduled times so that kids aren't unattended.</p> <p>(b) Have an operational phone and register of parent/guardian emergency contact details.</p> <p>(c) Ensure they are aware of pick up details (including alternative details) for kids and that all relevant approvals are given.</p> <p>(d) If a parent/guardian is late, make efforts to contact them, noting that it is not your responsibility to drive kids in cricket home. You should also ask the second last child and their parent/guardian to wait until the final child is collected.</p> <p>(e) Not leave the training/match until all kids have been collected.</p> <p>(f) If necessary, ask the parent/guardian to collect their kid(s) from the Club rooms if there are others present and arrangements are documented.</p> <p>(g) If a parent/guardian is repeatedly late to collect their kid(s), notify the nominated senior person at your Club or Association.</p> <p>(h) If needing to wait for the last child to be collected, do so in a public area and in view of others (if possible). Do not leave a child alone for collection by their parent/guardian.</p>	<p>Page 11</p>
16	<p>Injured or Unwell Kids:</p> <p>a) Only individuals who are qualified to administer first aid or treat sport injuries</p>	

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	<p>should treat kids. This should be done in the presence of others, preferably their parent/guardian.</p> <p>b) Those treating kids should be mindful of:</p> <ol style="list-style-type: none"> i. Placing safety, wellbeing, comfort and privacy for kids as their top priority ii. Only treat the injured area iii. Report all injuries and treatment to the kids parents/guardians. These documents should also be provided to the relevant person in charge. iv. Seek medical attention as soon as possible or recommend this to the parents/guardians. 	
17	<p>Diversity & Equity</p> <p>In Victoria, according to the 11 Victorian Child Safe Standards, we must:</p> <ul style="list-style-type: none"> • Recognise that not all kids have the same background, experience and access to cricket opportunities. • Ensure all kids are treated fairly and equally at all times (ie. during training, matches and functions). • Provide information in an easy to understand way so that all kids can get involved (ie. simple language). 	<p>Victorian Legislation -</p> <p>11 Child Safe Standards (updated as at 1 July 2022)</p>
18	<p>Aboriginal Cultural Safety</p> <p>The 11 Victorian Child Safe Standards recognise that it's important to establish a culturally safe environment in which the diverse and unique identities and experience of Aboriginal & Torres Strait Islander Kids are respected and value. Some suggestions for ways we can do this are:</p> <ul style="list-style-type: none"> • Including an Acknowledgement of Country at the start of events, meetings and gatherings. • Actively encouraging Aboriginal children and their families to take part in activities . • Calling out racist comments or behaviour and reporting them to an appropriate senior person in cricket in Victoria as soon as possible. • Celebrating days of significance and importance for Aboriginal communities. 	<p>Victorian Legislation -</p> <p>11 Child Safe Standards (updated as at 1 July 2022)</p>