

Child Safe Policy

Purpose

All children at NFL ANZ have a right to feel safe, protected and included.

This policy is part of NFL ANZ's ongoing commitment to protecting participants in our programs, activities and events from harm and abuse. It:

- outlines the child safe practices NFL ANZ has put in place to minimise the risks to child safety; and
- sets out what is required from workers, including volunteers and others who interact with our organisation, so they know what is expected from them to keep children safe.

Our commitment to child safety

At NFL ANZ, we are committed to the safety and wellbeing of every participant in our programs, activities and events. Please read our Statement of Commitment to Child Safety, which is available on our website <https://www.nflacademy.com/about/> and is displayed at NFL ANZ's office at 14 Edgewater Crescent, Robina, QLD, 4226 Australia and at its office at A B Paterson College.

NFL ANZ ensures our programs and activities are inclusive of all participants, including participants with diverse needs.

Scope and application of this policy

The policy describes what is required from all workers, including volunteers at NFL ANZ when taking part in any activities and events that involve participants.

Responsibilities for children's safety

Everyone at NFL ANZ is expected to carry out the requirements specific to their role to keep participants safe. This includes:

- upholding NFL ANZ's commitment to child safety;
- reading, signing and upholding the behaviours set out in our Child Safe Code of Conduct and Reporting Procedure;
- meeting requirements across all other child safe policies and procedures, including child safe recruitment practices and risk management;
- taking part in our regular reviews of our child safe documents;
- reporting all breaches of our policies or any allegations of child harm or abuse, and meeting any external reporting obligations; and

- completing all child safe training.

Please contact Charlotte Offord, General Manager - Australia and New Zealand at Charlotte.Offord@nfl.com, with any of your child-safety related questions or concerns.

Child-safety related reports or concerns can also be raised via the NFL Ethics Hotline, which can be reached at [NFLEthicsHotline.com](https://www.nfl.com/ethics).

Equity & Diversity

NFL ANZ is committed to promoting equity and respecting diversity for the safety and wellbeing of all participants.

NFL ANZ, including all workers, understands the diverse circumstances of each participant, provides culturally safe and trauma-informed support and responds to those who need extra support.

NFL ANZ supports the needs of Aboriginal and Torres Strait Islander participants, participants with disability, participants from culturally and linguistically diverse backgrounds, participants who are refugees or asylum seekers, those who are unable to live at home, and young people who identify as LGTBQIA+.

NFL ANZ is also committed to upholding the Universal Principle by creating an environment that make Aboriginal and Torres Strait Islander participants feel culturally safe.

Active participation of children, families and communities

- All our child-related policies and procedures are easily accessible on our website and offline for everyone who participates in NFL ANZ's activities, programs and/or events, including participants, parents, carers and other community members.
- Participants, parents and carers from diverse backgrounds and circumstances are encouraged to provide feedback on NFL ANZ's child-related policies and procedures, including our Child Safe Code of Conduct & Reporting Procedure that describes acceptable and non-acceptable behaviours, and our Child Safe Risk Management Plan.
- NFL ANZ provides opportunities for participants to provide feedback to our staff on what makes them feel safe, supported and included.

Definitions of harm and abuse

General definitions

Psychological abuse (also known as emotional abuse)

This includes bullying, threatening and abusive language, intimidation, shaming and name calling, ignoring and isolating a child, and exposure to domestic and family violence.

Physical abuse

This includes physical punishment, such as pushing, shoving, punching, slapping and kicking, resulting in injury, burns, choking or bruising.

Sexual abuse

This includes the sexual touching of a child, grooming, and production, distribution or possession of child abuse material.

Grooming

This is a process where a person manipulates a child or group of children, and sometimes those looking after them, including parents, carers, teachers and leaders. They do this to establish a position of 'trust' so they can then later sexually abuse the child.

Misconduct

This is inappropriate behaviour that may not be as severe as abuse, but could indicate that abuse is occurring and would often be in breach of NFL ANZ's Child Safe Code of Conduct and Reporting Procedure. This could include showing a child something inappropriate on a phone, having inappropriate conversations with a child or an adult sitting with a child on their lap.

Lack of appropriate care

This includes not providing adequate and proper supervision, nourishment, clothing, shelter, education or medical care.

What the policy covers

Transporting participants

In no circumstances should staff transport participants on their own, or outside of an authorised means of travel (such as a coach), unless there is an emergency, or it is necessary to move them such that they are not at risk of harm.

Anyone concerned that a participant or participants might have been transported on their own or otherwise outside of an authorised mode of travel should be reported immediately in accordance with the Child Safe Code of Conduct & Reporting Procedure.

Every participant should be accounted for at the end of a journey.

Social media use and online communication

Workers, including volunteers, must never communicate privately with participants online or on social media. Any necessary online communication should include the participant's parent or carer in the correspondence.

Photography and the use of images

Photos and videos of participants can only be taken with the permission of parents or carers. Parents and carers must also approve any images used on NFL ANZ's social media channels. It is unacceptable for workers, including volunteers, or parents of participants in NFL ANZ's programs to take photos or videos of participants, other than their own, on personal devices, or to share images without permission.

Physical contact

Physical contact with participants should be kept to a minimum. Everyone involved with NFL ANZ is expected to have healthy physical boundaries with participants.

Gifts and benefits

Workers, including volunteers, must never give gifts to participants, or bestow benefits of any kind to a participant, unless they have direct permission from the participant's parents or carers.

Secondary employment

Workers, including and volunteers, are not allowed to babysit participants with whom they have a relationship arising from their participation in NFL ANZ programs and activities unless they know the family or carer outside NFL ANZ. If the worker is known to the participant's family separately from their association with NFL ANZ, the worker must let NFL ANZ know that this arrangement is in place so it can be documented.

Out of hours contact with participants

Workers, including volunteers, must let NFL ANZ know about any out-of-hours contact they have with NFL ANZ participants. It is unacceptable for workers to participate in the lives of children outside the organisation without a valid reason. Professional boundaries with participants must be maintained at all times.

Illness and injury management

Injuries must be reported to the first aid officer on duty and first aid administered in a safe space within lines of sight of other adults.

Change rooms/bathrooms

Participants must be provided with private toilets/changing facilities and then, where appropriate, staff must wait outside in an appropriate space so that participants can be collected safely.

Hotel rooms

Participants should not be alone with staff members in their hotel room at any point, unless they are a parent of that participant. If a staff member needs to access a participant's room, they should do so with at least one other staff member present, and with the door open at all times, as outlined in the Child Safe Risk Management Plan.

Staff hotel rooms should be evenly distributed between participants' rooms, to ensure they are nearby and contactable in an emergency situation.

Reporting requirements for different types of concerns or incidents

Child Safe Code of Conduct and Reporting Procedure

Our Child Safe Code of Conduct and Reporting Procedure guides the day-to-day behaviours of adults interacting with NFL ANZ participants and sets out requirements and procedures for complaints, allegations, disclosures and reports, and external reporting obligations. It can be accessed at <https://www.nflacademy.com/about/>.

Other related child safe documents

NFL ANZ has a range of other key documents that relate to child safety. These can be accessed at <https://www.nflacademy.com/about/> and include:

- Statement of Commitment to Child Safety - Our public commitment to prioritising child safety across our organisation.
- Child Safe Code of Conduct & Reporting Procedure
- Child Safe Risk Management Plan

Child Safe Recruitment, Induction and Training Policy

NFL ANZ's recruitment (including advertising, referee checks, and worker pre-engagement screening) prioritises participant safety as pre-requisites for engagement.

Relevant workers have current Working with Children Checks (Blue Cards) and equivalent background checks, and this is continuously monitored.

All workers receive an appropriate induction and are aware of their responsibilities to participants including safety, recordkeeping, information sharing and reporting obligations.

Child Safe Risk Management Plan

NFL ANZ's Child Safe Risk Management Plan sets out the specific risks at the service that could affect participants' safety and identifies the protective strategies used to lower each risk.

A copy of our Child Safe Risk Management Plan can be accessed at our website <https://www.nflacademy.com/about/>.

Publication, communication and engagement

NFL ANZ's Child Safe Policy and other child safe documents can be found on our website at <https://www.nflacademy.com/about/>. We also send out a printed copy with all new registrations. Anyone involved in our community can request a copy via email at any time. We send out regular email reminders to our community about our child safe documents and invite feedback whenever one of NFL ANZ's child safe documents is up for review.

Related legislation, regulations and standards

NFL ANZ has to understand and comply with Queensland child protection laws and schemes, including the Queensland Child Safe Standards and the *Child Safe Organisations Act 2024*

Next review date

1 December 2026, or earlier if there are any critical incidents.

NFL ANZ regularly reviews, evaluates, and improves safety policies, procedures, and practices.

Any complaints, concerns and safety incidents or allegations are analysed and may inform continuous improvement.
