



Member Protection Policy

Purpose of Our Policy is to maintain responsible behaviour and ethical and informed decision-making by participants in CCDBC. This policy outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from abuse. Our policy informs everyone involved in CCDBC of his or her legal and ethical rights and responsibilities and the standards of behaviour that are required. It also covers the care and protection of children participating in CCDBC activities.

Extent of Our Policy

CCDBC Policy applies to everyone involved in CCDBC including committee members, coaches, officials, sweeps and all paddlers.

The Policy covers unfair decisions, breaches of CCDBC code of behaviour and inappropriate behaviour that occurs at training sessions, meetings, regattas and social occasions organised and sanctioned by CCDBC. It also covers behaviour where there is suspicion of harm towards a child or young person.

CCDBC Responsibilities

Implement and comply with our policy

Promote policy to everyone involved with CCDBC

Always promote and model appropriate standards of behaviour

Respond to breaches or complaints made under our policy promptly, fairly and confidentially

Review this policy every 12-18 months

Seek advice from, and if necessary or appropriate, refer serious issues to DBNSW.

Individual Responsibilities

Everyone associated with CCDBC must:

Comply with the standards of behaviour outlined in CCDBC Policy

Treat others with respect

Always place the safety and welfare of children above other considerations

Be responsible and accountable for their behaviour

Follow the guidelines outlined in this Policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment or other inappropriate behaviour.

Child Protection

Child abuse involves conduct which puts children at risk whether it be physical, sexual, emotional or neglect. Abuse is usually against the law. CCDBC will take measures to protect children involved in CCDBC activities from harm.

Anyone who reasonably suspects that a child has been or is being abused must report their concerns to the police or relevant government agency.

Advise CCDBC President that you have reported your concerns.

Anti-harassment, Discrimination and Bullying

CCDBC opposes all forms of harassment, discrimination and bullying. This would include face to face, phone communication or email.

CCDBC takes all claims of harassment, discrimination, bullying and cyber bullying seriously. CCDBC encourages anyone who believes they have been harassed, discriminated against or bullied to raise the issue with Member Protection Officer or President of CCDBC.



CCDBC is welcoming and we seek to include members from all areas of the community such as people with disabilities, people from diverse cultures, sexual and gender identity, and pregnant women who have a clearance from their doctor to enable them to continue paddling safely.

Responding to Complaints

CCDBC takes all complaints about on and off the water behaviour seriously. CCDBC will handle complaints based on the principles of procedural fairness (natural justice), that is:

All complaints will be taken seriously;

Both the person making the complaint and the person the complaint is against will be given full details of what is being said against them and have the opportunity to respond;

Irrelevant matters will not be considered;

Decisions will be unbiased and fair;

More serious complaints may be directed to DBNSW.

Complaint Handling Process

When a complaint is received by CCDBC the person receiving the complaint will:

Listen carefully

Ask what the complainant would like to happen

Explain the different options available

Maintain confidentiality

Once the complainant decides on their preferred option for resolution, CCDBC will assist where appropriate and necessary with the resolution process. In situations where a complaint is referred to DBNSW, CCDBC will cooperate fully and ensure the complainant and respondent are not victimized and act on DBNSW recommendations.

At any stage of the process a person can seek advice from, or lodge a complaint with, an antidiscrimination commissions or other external agency.

Disciplinary Measure

CCDBC will take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under CCDBC policy must:

Be applied consistent with any rules and requirements

Be fair and reasonable

Be based on the evidence and information presented and seriousness of the breach

Be determined by CCDBC Constitution, By Laws and Club regulations.

Appeals

The complainant or respondent can lodge one appeal against decisions of or disciplinary measures imposed by CCDBC to DBNSW. Appeals must be based on either a denial of natural justice, because of unjust or unreasonable disciplinary measures being imposed, or on the grounds that the decision was not supported by the information/evidence presented and available to CCDBC.

CCDBC has a duty of care to all those associated with the club. CCDBC Member Protection Officer, has completed the Australian Sports Commission Member Protection.