



## Currumbin Beach Vikings Surf Life Saving Club Inc. Chaperoning & Supervision of Minors Policy

**Policy Register Number:** CSLSC1.09

Original Issue Date: 13<sup>th</sup> August 2020  
Approved By: Club Council  
Approved on: 12<sup>th</sup> August 2021  
Scheduled Review date: 10<sup>th</sup> November 2022

### Background:

This policy supports the Clubs commitment to the safety and welfare of members and others who engage with surf lifesaving. The policy applies to specialised programs such as overnight stays, camps and carnivals. The policy does not apply to standard operations such as nippers, training and sport.

### Purpose:

This Policy aims to

- Assist Clubs to provide safe and enjoyable surf lifesaving activities and programs for children and young people under the age of 18 years
- Provide clear expectations for minimum standards when chaperoning and supervising minors; and
- Safeguard the physical and emotional health and well being of children and young people involved in Surf Life Saving programs or activities

In order to achieve these aims, these guidelines address issues associated with:

- Providing safe environments for conducting activities and programs for children and young people particularly when traveling;
- Providing appropriate supervision of different activities and programs;
- Providing appropriate screening procedures for supervisors, chaperones, and other adults involved with children and young people.

### Scope;

The following criterion acts as the minimum requirements for a member who is fulfilling the role as a chaperone or supervisor for children and/or young people under the age of 18 years:

### Pre-requisites:

- Be a registered member of Currumbin Beach Vikings Surf Life Saving Club Inc.
- Be a minimum of 18 years of age and hold a current 'Working with Children' card (Blue Card)
- Fully understand and agree to comply with the SLSA Membership Protection Policy and all relevant Codes of Conduct
- Minimum of one (1) chaperone to hold current First Aid Certificate and current drivers' license



## **Currumbin Beach Vikings Surf Life Saving Club Inc. Chaperoning & Supervision of Minors Policy**

### **Duties and responsibilities of Senior Persons (such as a program leader or equivalent) shall include:**

- Ensure that the participants under the age of 18 years have completed the parental consent form prior to any travel/program/activity i.e. form includes emergency contact details, medical/health history, disclaimer, a parent or guardian signature giving authorisation and consent etc.
- Be responsible for the wellbeing and safety of all team members
- Must not consume or be under the influence of alcohol or drugs;
- At all times conduct themselves in a manner that complies with the Association and community expectations

### **Duties and responsibilities of Supervisors/Chaperones shall include;**

- Work in cooperation with the senior person who is ultimately responsible for all activities;
- Be responsible for the wellbeing and safety of all team members and participants
- Report any concerns or incidents to the senior person;
- Must not consume or be under the influence of alcohol or drugs;
- Assist with general duties during the duration of the tour/camp/program;
- At all times conduct themselves in a manner that complies with the Association and community expectations

### **Other responsibilities and general information pertaining to live-in or away from Club activities:**

- A ratio of at least one (1) chaperone/supervisor for every eight (8) participants, e.g., One (1) male chaperone for every eight (8) male participants or part thereof One (1) female chaperone for every eight (8) female participants or part thereof
- Each chaperone is to keep a mobile phone with sufficient charge on their person whenever practical;
- When on overnight stays, ensure appropriate sleeping arrangements are in place i.e. males and females MUST be separated. Wherever possible, chaperones must not share a room with Children and must never be alone in a room with a child.
- The chaperones/supervisors must perform regular room checks to ensure members are complying with the Associations Code of conduct
- Sleeping arrangements must be suitable for all adult participants e.g. all members must have their own bed or bunk, and must not share a bed with another child or adult
- Whilst in a team situation, the members/participants are under control of the senior person, parents wishing to interact with their child/children MUST seek approval from the senior person for any deviation to the group activity or program
- Chaperones must not leave children and young people under the supervision or protection of unauthorised persons, such as hotel staff or friends
- Children and young people have the right to contact their parent or guardian at any time. Should a child be distressed or uncomfortable, a chaperone is required to facilitate this contact;
- Children and young people must be provided with privacy when bathing and dressing;
- Chaperones must observe appropriate dress standards when children and young people are present- such as no exposure or adult nudity.
- *If overnight stays are required the participant/s under the age of 18 shall be transported to and from event by a parent or guardian*

If one or any of the above cannot be met, further approval must be sought from a senior person.