



Child Safety Policy

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1. Purpose

MSCA is committed to providing a safe, respectful, and supportive environment for all tamariki and rangatahi.

This policy ensures that:

- Children and young people are protected from harm
- Their mana and wellbeing are upheld
- All members understand their responsibilities for child safety

2. Scope

This policy applies to all:

- Children and young people (under 18 years)
- Coaches, managers, tutors, and trainers
- Volunteers and officials
- Committee and sub-committee members
- Parents/guardians and supporters

3. Guiding Principles (Nga Matapono)

MSCA's approach to child safety is guided by:

- **Manaakitanga** – Care, respect, and protection of children
- **Whanaungatanga** – Strong, supportive relationships
- **Kotahitanga** – Unity and working together for common goals
- **Rangatiratanga** – Responsible leadership and accountability
- **Kaitiakitanga** – Safeguarding wellbeing and environment
- **Tikanga Maori** – Respect for cultural identity and practices

4. Commitment to Child Safety

MSCA will:

- Provide a child-safe and inclusive environment



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- Take all concerns and allegations seriously
- Act promptly to protect children from harm
- Promote participation that is safe, positive, and culturally respectful

5. Definitions

Child/Young Person	Any person under 18 years
Harm	Physical, emotional, psychological, or neglect
Abuse	Includes physical, emotional, or sexual harm, or exploitation

6. Code of Behaviour with Children

All MSCA members, spectators, visitors must:

6.1 Appropriate Behaviour

- Treat children with respect and dignity
- Use positive language and encouragement
- Ensure interactions are appropriate and culturally respectful
- Be a positive role model at all times

6.2 Prohibited Behaviour

Members must not:

- Engage in bullying, harassment, or intimidation
- Use inappropriate or offensive language
- Be alone with a child in unsafe or private situations
- Engage in any form of abuse or exploitation
- Develop inappropriate relationships with children



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7. Supervision and Safe Environments

MSCA will ensure:

- Adequate supervision at all activities and events
- Safe ratios of adults to children where possible
- Activities take place in visible, open environments
- Parental/guardian awareness of activities

8. Recruitment and Screening

Where appropriate, MSCA will:

- Ensure coaches and volunteers are suitable to work with children
- Require completion of MSCA Membership and Participation Agreement Forms
- Complete background checks (e.g., Working with Children Check)

9. Reporting Concerns

9.1 Mandatory Action

Any concern about a child's safety must be:

- Taken seriously
- Reported immediately to an MSCA Executive Committee Member using the Child Safety Reporting Form

9.1 What to Report

- Suspected abuse or harm
- Inappropriate behaviour
- Breaches of this policy
- Safety concerns or risks



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9.3 Confidentiality

- Reports will be handled sensitively and confidentiality
- Serious allegations will be shared and reported to NSW Police

10. Responding to Concerns

MSCA will:

- Act quickly to ensure the child's safety
- Support the child and their whanau
- Follow appropriate reporting pathways
- Seek external advice or notify authorities where necessary

11. Communication and Media

When working with children:

- Obtain consent before taking or using photos/videos
- Avoid sharing identifying details without permission
- Use appropriate communication channels (includes parents/guardians where required)

12. Transportation and Supervision

- Children should not be transported alone by a single adult unless authorised
- Parents/guardians should be informed of travel arrangements
- Group travel should be supervised safely

13. Cultural Safety

MSCA recognises that child safety includes:

- Respecting cultural identity and whakapapa
- Incorporating tikanga into activities
- Ensuring children feel safe to express who they are



14. Breaches of Policy

Any breach of this policy may result in:

- Immediate action to protect children
- Investigation under MSCA Complaints Policy and Procedure
- Suspension or removal from MSCA
- Report lodged with NSW Police

15. Responsibilities

15.1 MSCA Executive

- Ensure this policy is implemented and reviewed
- Respond to and manage reports

15.2 Members and Volunteers

- Follow this policy at all times
- Report concerns promptly
- Act in the best interest of children

16. Review

This policy will be reviewed regularly to ensure:

- Alignment with child safety standards
- Continuous improvement
- Cultural appropriateness

17. Commitment

MSCA is committed to ensuring that all tamariki and rangatahi:

- Feel safe
- Are respected
- Can participate with confidence and pride



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18. Legislative and Best Practices References

This policy is developed in accordance with:

Child Safety

- National Framework for Protecting Australia's Children (2021-2031)
- Commonwealth Child Safe Framework
- Children and Young Persons (Care and Protection) Act 1998
- Child Protection (Working with Children) Act 2012
- Children's Guardian Act 2019

Sector and Regulatory Best Practice (Australia)

- NSW Child Safe Standards/Child Safe Scheme
- ACEQA National Quality Framework (NQF)

Core Best Practice Principles Applied in This Policy

- Zero tolerance for abuse, harm, or exploitation
- Inclusive and culturally safe practices
- Shared responsibilities across all staff and volunteers
- Clear reporting, accountability, and continuous improvement



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19.MSCA Child Safety Reporting Form

1. Person Making the Report

Full Name	
Contact Number	
Email Address	
Relationship to Child (tick one):	
☐ Parent/Guardian	
☐ Coach/Manager	
☐ Volunteer	
☐ Participant	
☐ Other _____	

2. Child/Young Person Details

Full Name	
Age	
Team/Group	

3. Details of Concern

Date of Incident		
Location of Incident		
Type of Concern (tick all that apply):		
☐ Physical harm	☐ Emotional/psychological harm	
☐ Neglect	☐ Inappropriate behaviour	
☐ Bullying or harassment	☐ Breach of Child Safety Policy	
☐ Other:		



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4. Description of Concern

Please describe what happened or what you are concerned about:

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5. Person(s) Involved

Name:					
Role:	☐ Participant	☐ Coach	☐ Volunteer	☐ Spectator	☐ Other

6. Immediate Actions Taken

- ☐ No action yet
- ☐ Spoke to child
- ☐ Reported to MSCA representative
- ☐ Child removed from situation
- ☐ Emergency services contacted

Details:

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7. Safety Concerns

Do you believe the child is currently at risk?

- ☐ Yes
- ☐ No
- ☐ Unsure

If yes, please provide details:

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8. Witness (if any)

Witness Name	
Witness Name	
Witness Name	

9. Supporting Information

- ☐ Documents attached
- ☐ Photos/Videos attached
- ☐ Other: _____

10. Declaration

I confirm that the information provided is true and accurate to the best of my knowledge. I understand that this report will be handed confidentially and in line with MSCA Child safety and Complaints Policies.

Name	
Signature	
Date	



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20. MSCA Executive Committee Only

Date Received	
Received By	
Role	

1. Initial Response (tick):

- ☐ Immediate action required
- ☐ Monitor situation
- ☐ Refer to Executive Committee for Special Meeting
- ☐ NSW Police notified

2. Outcome/Actions Taken:

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3. Follow-Up Required:

- ☐ Yes ☐ No

Details:

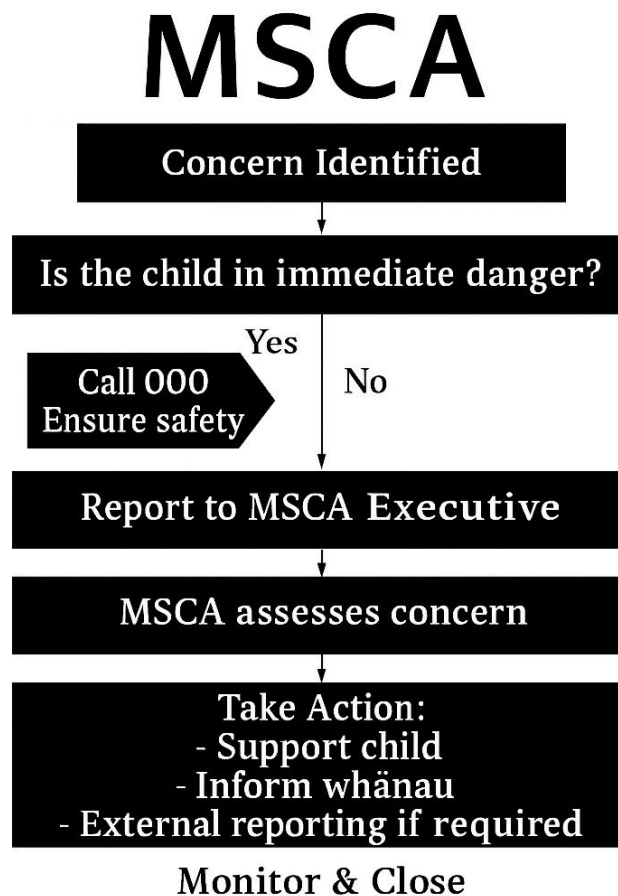
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4. Authorised By

Name	
Role	
Signature	
Date	



20. Diagram





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21. Version Control

Date	Version	Name	Role	Amendment
06/2026	1.0	Awhina Martin	President	Document Created



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22. Document Control

Document Information:

Document Title	MSCA Child Safety Policy
Author	MSCA Executive
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Date Created	June 2026
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Access/Distribution:

Who can view or use this document?	
Where is it stored?	

Review and Approval:

MSCA Executive Only:

Document Status:	Draft
Reviewed by:	
Role:	
Date:	
Approved by:	
Role:	
Date:	
Next Review date:	

Confidentiality

Public	☐	Yes	☐	No
Internal Use Only	☐	Yes	☐	No
Confidential	☐	Yes	☐	No