



CHILD SAFEGUARDING

Children's safety matters – putting all the pieces together

Important Information for Club Presidents

Main Responsibilities:

- Promoting and advocating the safety and well-being of children.
- Understand how to identify, respond and prevent harm, neglect and abuse of children.
- Managing staff and volunteers, including provision of training and adhering to Blue Card legislative requirements.
- Managing high risk activities or special events.
- Managing harm and breaches.
- Governance and recording all relevant information.

Failure to Protect or Report:

Under Queensland legislation, every adult in Queensland must make a report to police if they reasonably believe a child has been or may be harmed by sexual abuse. If the issue is urgent, please contact 000. Where it is not, the adult must report to the relevant club/league chair or president, who will make a report to police as per the Queensland Rugby League (QRL) [Child & Youth Risk Management Strategy](#) (C&YRMS). Any adult (first adult) within the QRL, is required to take active steps to reduce or remove risks of sexual harm to a child, whereby another adult within QRL may cause harm to a child, and it is within the first adult's power to do so.

Responding to Harm and Breaches:

- First and foremost, make sure the child is safe!
- Refer to the QRL C&YRMS for step-by-step guidance on how to manage harm if it is identified, suspected or disclosed.
- Make sure information is recorded and confidentiality is upheld.
- Refer to complaints policy for managing breaches.

Governance:

- Leagues/Clubs are to maintain a current local register of relevant child safeguarding information (i.e., recruitment, training, high risk events etc).
- Leagues/Clubs must have access to the Blue Card Organisation Portal, and ensure volunteers and staff are linked.

High Risk Activities or Special Events:

Any activity outside of general training and games requires a risk management plan endorsed by a League/Club President. If a child, staff or volunteer needs assistance – refer to the Support Services section of the QRL C&YRMS.

IMPORTANT INFORMATION FOR CLUBS

Blue Card and Exemption Card:

- No Card, No Start! It is compulsory for all club members working with children to hold a current Blue Card in accordance with the Blue Card Legislation.
- If your card expires then you cannot continue in child related activities until it is renewed. Don't let it expire! Please allow 10 weeks for processing.
- Volunteer Blue Cards are free, and applications or renewals can be completed online.
- It is an offence for people to apply for a Blue Card if they are a 'Restricted Person', have already received a negative notice or could receive a negative notice.

Who needs a Blue Card:

- An employee or volunteer who provides services, activities, supervision or training to children i.e., Coach, Assistant Coach, Manager, First Responder or Sports Trainer
- A member of a board/committee including president, treasurer or secretary.

Who doesn't need a Blue Card:

- Parents can volunteer without a Blue Card/Exemption – as long as they aren't a 'Restricted Person' and are only volunteering in an activity with their child.
- Visitors may help out without a Blue Card – but only seven (7) times per calendar year.
- If you are under 18 years and volunteering.

For more information and scenarios see Blue Card Services: Sporting Industry Fact Sheet

Onboarding New Volunteers/Staff Working With Children:

- The Club must conduct due diligence to ensure the individual is right for the role and tasks
- The individual must hold a Blue Card/Exemption Card (if required) and present this to the league/club prior to starting
- The individual must complete the Play By The Rules: Child Safeguarding in Sport Induction online training or similar

Change in Details/Circumstances:

- Staff and volunteers with any change in criminal status/history must immediately let the club president or QRL Member Protection Information Officer know and complete a 'change in Police Information Notification' form issued by Blue Card Services Queensland.
- If personal details change, you must let us and Blue Card Services know.
- If a person no longer wishes to be associated with the club, they can be 'unlinked' from the league/club and Blue Card Services.

Handy Links and Documents:

[Blue Card Online Application](#)

[Renew your Blue Card](#)

[Rights and Obligations of Blue Card holders](#)

[Play By The Rules: Child Safeguarding in Sport Online Course](#)



For more information see Queensland Rugby League Child and Youth Risk Management Strategy.