

Brisbane Schoolgirls' Rowing Association

Child Safe Framework

1.0 Purpose

The Brisbane Schoolgirls' Rowing Association (BSRA) Child Safe Framework outlines the systems, culture and practices implemented to ensure the safety, wellbeing and empowerment of all students participating in BSRA activities.

This Framework demonstrates BSRA's commitment to the 10 Child Safe Standards and the Universal Principle established under the Child Safe Organisations Act 2024 (Qld) and provides the overarching structure that supports child safe environments across all BSRA regattas.

2.0 Scope

This Framework applies to:

- BSRA Board, committees and working parties
- employees and contractors
- volunteers
- member schools when participating in BSRA activities
- third-party providers engaged by BSRA

This framework does not apply to the workers of BSRA member schools. If there is a concern regarding a worker of a BSRA member school, this concern must be directed to the school in accordance with that school's child safety framework.

3.0 Statement of Commitment

BSRA has zero tolerance for child abuse, harm, grooming or neglect.

We are committed to:

- prioritising the safety and wellbeing of students
- creating safe, inclusive and supportive sporting environments
- listening to and empowering students
- acting promptly on concerns
- continuously improving child safe practices

BSRA's full Statement of Commitment to Children's Safety and Wellbeing is publicly available on our website.

4.0 Child Safe Framework Documents

The BSRA Child Safe Framework comprises the following key documents:

- Child Safe Framework (this document)
- Statement of Commitment to Children's Safety and Wellbeing
- Child Safe Code of Conduct
- Child Safety and Wellbeing Policy

5.0 Alignment with the 10 Child Safe Standards

BSRA embeds the 10 Child Safe Standards established under the Child Safe Organisations Act 2024 (Qld) as follows:

1. **Leadership and culture:** child safety and wellbeing is embedded in BSRA's leadership, governance and culture. The Board sets child safety expectations and the Executive Officer implements them (section 6.0).
2. **Voice of children:** students are informed about their rights, participate in decisions affecting them and are taken seriously (section 10).
3. **Family and community:** families and communities are informed and involved in promoting child safety and wellbeing, supported by the BSRA Child Safety Information for Families.

4. **Equity and diversity:** equity is upheld and diverse needs respected in policy and practice (section 15).
5. **People:** people working with students are suitable and supported to reflect child safety and wellbeing values in practice, through screening, clear role descriptions, induction, supervision and ongoing support (section 8.0).
6. **Complaints management:** processes for responding to complaints and concerns are child focused (section 11 and the BSRA Complaints and Dispute Resolution Policy).
7. **Knowledge and skills:** staff and volunteers are equipped with the knowledge, skills and awareness to keep students safe through ongoing education and training (section 13).
8. **Physical and online environments:** physical and online environments promote safety and wellbeing and minimise the opportunity for students to be harmed (section 14).
9. **Continuous improvement:** implementation of the Child Safe Standards is regularly reviewed and improved (section 16).
10. **Policy and procedures:** policies and procedures document how BSRA is safe for students. The BSRA child safety policy suite, its publication and its annual review give effect to this Standard (sections 4.0 and 16).

The Universal Principle. In implementing each of the 10 Standards, BSRA provides an environment that promotes and upholds the right to cultural safety of Aboriginal and Torres Strait Islander children. Cultural safety is embedded across all of the Standards rather than treated as a separate item. Section 15 describes how BSRA gives effect to this commitment.

6.0 Child Safe Governance

Board oversight

The BSRA Board:

- sets the child safety culture and expectations
- approves child safe policies
- monitors key risks
- reviews incidents and trends
- ensures adequate resourcing
- discuss and agree on actions to ensure risks remain within BSRA's Risk Appetite.

Executive Officer responsibility

The Executive Officer is responsible for:

- implementing this Framework
- maintaining child safe systems and procedures
- monitoring compliance with the Framework, policies and procedures
- ensuring training and awareness
- implementing corrective/preventative actions to mitigate identified risks
- reporting to the Board

7.0 Child Safety Risk Management

BSRA integrates child safety into its enterprise risk management processes.

Key controls

BSRA:

- maintains a Risk Register that includes child safety risks
- requires child safety considerations in all event risk assessments
- uses the Child Safety Event Checklist for competitions and carnivals
- reviews incidents and near misses and implements effective correction/preventative actions to prevent recurrence
- monitors emerging risks

Particular attention is given to:

- supervision and duty of care
- change room management
- vehicle movement and parking at regatta venues
- photography and digital environments
- overnight or extended events
- interactions between adults and students

8.0 Safe Recruitment and Screening

BSRA implements screening and recruitment practices appropriate to risk.

This includes:

- Blue Card (Working with Children Check) requirements where applicable
- clear role descriptions
- expectations of child safe behaviour
- induction processes
- verification of qualifications where relevant

9.0 Child Safe Behaviour Expectations

BSRA promotes clear behavioural standards through the:

- BSRA Code of Conduct Statement and Bylaws
- Coordinator and volunteer briefings
- event communications
- member school engagement

All adults involved in BSRA activities are expected to:

- comply with BSRA's Code of Conduct and BSRA's Child Safe Code of Conduct
- treat students with respect
- maintain appropriate professional boundaries
- follow supervision requirements
- comply with reporting obligations
- uphold inclusive and culturally safe practices

10. Student Voice and Participation

BSRA recognises that students are more likely to raise their concerns when they feel safe, heard and respected.

BSRA will:

- encourage students to speak up about concerns
- provide clear pathways for raising issues
- take student views seriously
- incorporate feedback into improvements where appropriate
- promote environments of respect, inclusion and belonging
- maintain transparency about concerns handling and outcome, where appropriate, with impacted students.

11. Complaints, Concerns and Reporting

BSRA maintains procedures for responding to concerns about the safety or wellbeing of a child.

Key principles:

- all concerns are taken seriously
- significant risks are escalated without delay
- legislative reporting obligations are followed
- clear systems and procedures are maintained for reporting and management of complaints and concerns
- records are securely maintained
- confidentiality is respected

Who to raise a concern with

- concerns can be raised with the Executive Officer at eo@bsra.org.au, who will ensure they reach the right entity
- concerns about a worker or volunteer of a BSRA member school are referred to the relevant school in accordance with that school's child safety framework (see section 2.0)
- concerns about an official engaged by Rowing Queensland are referred to Rowing Queensland
- concerns about the Executive Officer are made in writing to the Chair at chair@bsra.org.au; concerns about the Chair are made in writing to the Treasurer at treasurer@bsra.org.au. These are managed under the BSRA Complaints and Dispute Resolution Policy.

12. Breach Management

BSRA takes breaches of this Child Safe Framework, and associated child safety policies, seriously.

A breach may include any failure to comply with the expectations, responsibilities or procedures outlined in this Framework or related child safety policies, including the BSRA Code of Conduct and Child Safe Code of Conduct.

Examples of breaches may include:

- failure to report concerns about a child's safety or wellbeing
- behaviour that does not meet expected child safe standards
- inappropriate interactions with students
- failure to follow supervision or safeguarding procedures
- failure to comply with reporting or record keeping requirements.

Responding to breaches

When a potential breach of this Framework is identified, BSRA will take appropriate action to:

- assess the nature and seriousness of the breach
- ensure the immediate safety and wellbeing of any affected students
- follow relevant reporting requirements and legislative obligations
- determine whether the matter should be managed under the BSRA Child Safety and Wellbeing Policy, Code of Conduct or other relevant procedures.
- Breaches may be identified through complaints, incident reports, observations, audits or other monitoring processes.

Management of breaches

Depending on the nature and severity of the breach, responses may include:

- additional guidance, education or training
- corrective actions to address unsafe practices
- review of procedures or event management processes
- formal investigation
- disciplinary action where appropriate
- referral to a member school or relevant authority where required.

Where the breach involves a member school staff member, the matter will be referred to the relevant school for management in accordance with their policies and procedures.

Reporting and oversight

Significant breaches or systemic issues will be reported to the BSRA Board to ensure appropriate oversight and monitoring.

Lessons learned from breaches or incidents will be used to strengthen BSRA's child safety practices and prevent recurrence.

13. Training and Awareness

BSRA supports child safe capability by:

- providing training to BSRA staff
- briefing officials and coordinators
- communicating expectations to member schools for them to communicate appropriately
- embedding child safety into event planning

Training requirements are reviewed periodically based on risk.

14. Safe Physical and Online Environments

BSRA takes steps to ensure environments are safe. This includes:

- venue risk assessments
- controlled access to restricted areas
- photography and media guidance
- digital communication expectations
- incident response capability

Environmental safety is reviewed as part of event planning.

15. Equity, Inclusion and Cultural Safety

BSRA is committed to environments that are inclusive and culturally safe for all students, including:

- Aboriginal and Torres Strait Islander students
- students with disability
- culturally and linguistically diverse students
- students of diverse backgrounds and identities

Inclusive practices are considered in event planning and delivery.

16. Continuous Improvement

BSRA is committed to ongoing improvement of its child safe practices.

We will:

- review incidents and trends
- update policies regularly
- seek feedback from stakeholders
- monitor sector guidance
- review this Framework

17. Related Documents

- BSRA Risk Management Plan
- BSRA Child Safe Code of Conduct
- BSRA Privacy Policy
- BSRA Complaints and Dispute Resolution Policy
- BSRA Child Safety and Wellbeing Policy
- Statement of Commitment to Child Safety and Wellbeing (published on the BSRA website)
- BSRA Media Policy

Version Control Table			
Version Control	Date Effective	Approved By	Amendment
1		Executive	Initial policy document