



EBFC Child Safe Risk Management Plan

1. Purpose

Emerald Boxing & Fitness Club is committed to providing a child safe environment where children and young people feel safe, supported, and respected.

Creating a child safe environment includes:

- Identifying risks to children's safety in our physical and online environments and during our activities
- Taking action to reduce or remove these risks and prevent child harm or abuse

Risks may change over time as our facilities, activities, or services change. This plan will be regularly reviewed and updated to ensure it remains effective and relevant.

2. Nature of Our Settings and Services Provided

Emerald Boxing & Fitness Club provides boxing, fitness, and training programs that involve children and young people aged 5 to 17 years, including:

- Group boxing training sessions
- Fitness and conditioning classes
- Coaching and skill development
- Club events, competitions, and demonstrations
- Online communication with parents and members (e.g. social media, email, messaging platforms)

Locations

Activities take place at:

- Emerald Boxing & Fitness Club (training area, change rooms, toilets)
- Off-site venues for competitions and events
- Transport to events where organised by the Club
- Online environments including social media platforms and messaging services

3. Responsibility for the Risk Management Plan

The Management Committee, supported by the Head Coach, is responsible for this Risk Management Plan.

They are responsible for:

- Ensuring risk management strategies are implemented
- Monitoring and reviewing risks
- Responding to emerging child safety concerns

Everyone involved with the Club is expected to remain alert to child safety risks and report concerns in line with the Club’s Child Safe Policy and Code of Conduct.

This plan is available:

- On the Club’s website
- At the Club premises upon request

Date completed: [Insert date]

4. Risk Assessment Matrix

Risk levels are determined using the likelihood and consequence matrix provided in the template, resulting in ratings of:

- Low
- Medium
- High
- Very High

Determine the overall level of risk using the risk matrix table.

Table 1 Risk assessment matrix

Likelihood	Insignificant impact	Minor impact	Moderate impact	Major impact	Severe impact
Almost certain	Medium	High	Very high	Very high	Very high
Likely	Medium	High	High	Very high	Very high
Possible	Low	Medium	High	High	Very high
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

6. Risk Management Plan Table

All risk controls operate in conjunction with EBFC's Child Safe Code of Conduct. Failure to follow risk controls may constitute a Code breach.

Identify settings where interactions occur	Identify risks in these settings	Assess likelihood of risk	Assess consequence of risk	Determine risk rating	Identify and implement strategies to manage risk	Track progress and regularly review
Training Areas	One-on-one coaching without visibility	Possible	Major	High	<ul style="list-style-type: none"> • No closed-door one-on-one coaching with children • All training to occur in open, visible areas • Coaches follow the Club's Code of Conduct • Two-adult rule applied where practicable 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>
Change Rooms and Toilets	Limited supervision and hidden areas	Possible	Major	High	<ul style="list-style-type: none"> • Clear expectations outlined in Code of Conduct • Signage explaining appropriate behaviour and how to report concerns • Coaches avoid being alone with children in change rooms • Parents encouraged to assist younger children 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>
Use of Mobile Phones and Photography	Unauthorised photos or videos of children	Likely	Moderate	High	<ul style="list-style-type: none"> • No photos or videos of children without written parental consent • Club-managed devices preferred for official media • Clear social media and photography policy • Regular reminders to members, families and volunteers 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>

Online Communication and Social Media	Inappropriate or unsupervised communication with children	Possible	Major	High	<ul style="list-style-type: none"> • Communication with children occurs via parents or carers where possible • No private messaging between volunteers and children • Approved platforms only • Clear guidelines in the Code of Conduct 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>
Competitions, Events, and Travel	Reduced supervision and increased stress on adults	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Adequate supervision ratios • Clear roles and expectations for coaches and volunteers as described in Travel Policy • Separate risk plans for overnight or extended travel • Pre-event briefings on child safety expectations 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>
First Aid and Injury Treatment Areas	Lack of visibility during treatment	Unlikely	Severe	High	<ul style="list-style-type: none"> • First aid provided in visible areas where possible • Another adult present during treatment • Incident records maintained • Privacy respected while maintaining safety 	<p>Strategies implemented – Yes</p> <p>Reviewed annually or after incidents</p>

7. Regulatory and Legal Alignment

This plan aligns with relevant Queensland and national requirements, including:

- Queensland Child Safe Organisations principles
- Working with Children Check (Blue Card) requirements
- Sport integrity and safeguarding obligations
- Privacy and information protection legislation

All volunteers must cooperate fully with external authorities, including police and child protection agencies, when required.

8. Approval and review

This plan was approved at the General Meeting of EBFC on 24th February 2026.

This plan will be reviewed annually to ensure relevance and effectiveness and after any critical incidents. The plan will be reviewed immediately if:

- A child safety incident occurs
- There are changes to facilities or online platforms
- New activities, programs, or events involving children are introduced

Date for review 23rd February 2027, or earlier if there are any critical incidents.