

AUSTRALIAN CRICKET'S POLICY FOR SAFEGUARDING CHILDREN AND YOUNG PEOPLE



Issue date: November 2024

In keeping with our commitment to reconciliation, Australian Cricket acknowledges the Traditional Owners and Custodians of Country throughout Australia on which we are privileged to play and administer the great game of cricket. We pay our respects to Elders past and present.



Walkabout Wickets, by Kirrae Whurrong artist Fiona Clarke (b. 1963), represents cricket stars past, present and future, and the meeting places where they play. Fiona is a descendant of James 'Mosquito' Couzens and his brother Johnny Couzens, members of the first Australian cricket team who toured England in 1868.

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1. What is the Purpose of this Policy?

Australian Cricket's vision is to be a sport for all that makes Australians proud. All **Children and Young People** have the right to feel safe and protected from all forms of **Child Abuse, Grooming** and **Sexual Misconduct**. Children and Young People have the right to take part in cricket in a safe, positive, and enjoyable environment.

This Policy:

- is part of Australian Cricket's ongoing commitment to safeguarding Children and Young People involved in cricket;
- aims to support the creation of a safe, fair and inclusive environment for all Children and Young People associated with our sport from grassroots to the elite level;
- seeks to inform everyone who is involved in cricket of their rights and responsibilities in relation to Children and Young People; and
- sets out the standards of behaviour expected of Australian Cricket Personnel, Affiliated Associations, Clubs and Indoor Centres, Australian Cricket Players and Cricket Participants.

The 'Australian Cricket's Policy for Safeguarding Children and Young People' is endorsed as an Australian Cricket Policy by Cricket Australia, Cricket Victoria, Cricket New South Wales, Queensland Cricket, Cricket Tasmania, Western Australian Cricket Association, South Australian Cricket Association, Northern Territory Cricket and Cricket ACT (and the **W/BBL Clubs**).

This Policy becomes effective and binding from the Issue Date.

As custodians responsible for cricket's future, we are committed to ensuring others enjoy the rewards of life-long cricket involvement and for this reason seek to support Affiliated Associations, Clubs and Indoor Centres to provide a safe environment for all Children and Young People.

Looking After Our Kids

If you believe a Child or Young Person is at risk of immediate harm, call 000 immediately for medical or police assistance.

To report Prohibited Conduct please follow the process set out in this Policy or visit cricket.com.au/integrity/safeguarding-children

2. Who and when does this Policy apply?

2.1 Who does this Policy apply to?

This Policy applies to all **Relevant Organisations** and **Relevant Persons** as defined in Article 9.

2.2 When does this Policy apply?

All Relevant Persons and Relevant Organisations must comply with this Policy at all times whilst they are a Relevant Person or Relevant Organisation, including:

- a. in relation to any dealings they have with a Child or Young Person arising from the Relevant Person's, Relevant Organisation's, or the Child/Young Person's involvement in any capacity with Cricket.
- b. in relation to any dealings relating to a Child or Young Person that they might have with a Relevant Organisation or their staff, **Contractors**, and representatives;
- c. when dealing with a Child or Young Person or other Relevant Person or Relevant Organisation in their capacity as a Relevant Person or Relevant Organisation; and
- d. in relation to their membership or affiliation as a Relevant Person or Relevant Organisation in general.

This Policy does not apply to interactions, such as pre-existing personal or family relationships, involving a Relevant Person and a Child or Young Person where there is no direct or indirect link to Cricket or a Relevant Organisation.

3. Prohibited Conduct

3.1 What conduct is prohibited for Relevant Persons?

A Relevant Person commits a breach of this policy when they:

- a. are found guilty of any breach of a relevant state or territory or Commonwealth law relating to or involving Child Abuse or Grooming; or
- b. either alone or in conjunction with another or others, engage in any of the following conduct, either in-person, online or via any other form of telecommunication, against, or in relation to, a Child/Young Person in the circumstances outlined in Article 2b:
 - i. **Harmful Behaviours** Towards a Child or Young Person;
 - ii. Bullying;
 - iii. Victimisation;
 - iv. Vilification;
 - v. request or infer that the Child or Young Person keep any communication secret from their parents/carer, or other Relevant Person such as a coach or administrator, or Relevant Organisation (excluding ordinary peer to peer interactions between Children and Young People);
 - vi. supply alcohol, or drugs (including tobacco and e-cigarette products) to a Child or Young Person;
 - vii. supply medicine to a Child or Young Person, except for:
 - When permitted by law; and
 - Where the Relevant Person reasonably believes that the medicine is necessary for lifesaving medical treatment; or
 - With the consent of the parent, guardian, or carer of the Child or Young Person and under a valid prescription for that Child or Young Person and at the prescribed dosage.
- c. do not comply with the 'Australian Cricket's Looking After Our Kids Code of Behaviour' that is Applicable to all Relevant Persons.

3.2 What conduct is prohibited for Person In A Position Of Authority?

In addition to the Prohibited Conduct outlined in Article 3a, a **Person in a Position of Authority** commits a breach of this Policy when they, either alone or in conjunction with another or others, continue in a Child or Young Person-related role (as defined in Article.6 of this Policy) if they have been charged or convicted of a crime that would make them ineligible to be granted a **WWCC**; or do not comply with 'Australian Cricket's Looking After Our Kids Code of Behaviour'.

3.3 WHAT CONDUCT IS PROHIBITED FOR RELEVANT ORGANISATIONS?

A Relevant Organisation commits a breach of this Policy when it:

- a. engages a person who does not have a satisfactory WWCC in the relevant jurisdiction(s)*;
- b. does not confirm the validity of a Relevant Person's WWCC currency;
- c. does not undertake any screening measures when appointing a person to a child-related position (see **Annexure C** for further guidance);
- d. does not obtain adequate informed consent from **Approved Person/s** prior to any sport sanctioned transportation or overnight accommodation of Children/Young People; or
- e. has knowledge of and does not report a breach of Article 3 to the Relevant Cricket Contacts as outlined in **Annexure B** of this Policy.

*For the avoidance of doubt, if a person is not eligible to apply for a WWCC in the relevant jurisdiction (e.g. because they are a parent), it will not be a breach of this article for a Relevant Organisation to engage that person without a WWCC.

Cricket Australia may take action against any Relevant Person who or Relevant Organisation that, without reasonable cause, fails to promptly report any conduct which is reasonably likely to be Prohibited Conduct in accordance with the sport's reporting or complaints procedures.

Failing to report may also be a criminal offence under State or Territory laws.

4. Disclosures, Complaints And Allegations Of Prohibited Conduct

4.1 Disclosures of Prohibited Conduct

When receiving any disclosures of Prohibited Conduct by a Child or Young Person or their parent/carer, Relevant Persons must:

- a. listen carefully and maintain a calm and open manner;
- b. promptly and accurately record the discussion in writing;
- c. avoid seeking detailed information or asking leading questions;
- d. not challenge or undermine the person making the complaint or allegation;
- e. explain that other people may need to be told to ensure the safety and wellbeing of the Child or Young Person;
- f. not discuss the details with any person, including the alleged offender, except in accordance with the processes in Annexure B.

4.2 Procedure for handling complaints and allegations of Prohibited Conduct

All persons involved in our game play a crucial role in protecting Children and Young People and must follow the process set out in **Annexure B** when making or responding to any complaints or allegations of **Prohibited Conduct**.

5. Whose responsibility is it?

5.1 Responsibilities of Relevant Persons and Persons in a Position of Authority:

Relevant Persons and Persons in a Position of Authority must:

- a. immediately report concerns or allegations of Prohibited Conduct that involve a Child or Young Person involved in cricket, and/or any Relevant Organisation or Relevant Person;
- b. respond to any complaints or allegations of Prohibited Conduct that they receive in a confidential, timely and appropriate manner and in compliance with this Policy;
- c. cooperate with any Police or Government Agencies and/or Australian Cricket in respect of any investigation into allegations of Prohibited Conduct connected to a Child or Young Person involved in a Relevant Organisation (this may include answering questions, making a statement or giving evidence at a hearing);
- d. be respectful of Children and Young People and their views and facilitate opportunities for Children and Young People to influence decision making processes and provide feedback;
- e. consider the needs of all Children and Young People, including Aboriginal and Torres Strait Islander Children or Young People, vulnerable children, children with disability, children from culturally and linguistically diverse backgrounds, and lesbian, gay, bisexual, transgender and intersex Children and Young People;
- f. adhere to all relevant policies and processes concerning the care and safeguarding of Children and Young People, including this Policy and the Australian Cricket's Looking After our Kids Code of Behaviour;
- g. provide true and accurate information during recruitment and screening processes;
- h. understand all obligations including mandatory reporting requirements under relevant Australian **Child Protection Legislation**;
- i. support Children and Young People and their families (including as directed by Australian Cricket) in the event that a Child or Young Person is subject to Prohibited Conduct whilst participating in an Australian Cricket program or service. This may include the need to attend debriefing sessions.

5.2 RESPONSIBILITIES OF RELEVANT ORGANISATIONS

Every Relevant Organisation has the responsibility to safeguard Children and Young People.

In order to deliver Australian Cricket's Policy for Safeguarding Children and Young People, Relevant Organisations must ensure that they understand their responsibilities in respect of this Policy.

- a. It is the responsibility of Cricket Australia, State & Territory Cricket Associations, Affiliated Associations, Clubs and Indoor Centres to:
 - i. Establish a culturally safe environment in which the diverse and unique identities and experience of Aboriginal Children and Young People are respected and valued.
 - ii. Commit to ensuring the safety of and paying attention to the needs of children with disability, children from culturally and linguistically diverse backgrounds, and lesbian, gay, bisexual, transgender, intersex and queer children and young people.
 - iii. Embed Child Safety and Wellbeing in organisational leadership, governance and culture.
 - iv. Empower Children and Young People so that they know their rights, participate in decisions affecting them and are taken seriously.
 - v. Inform and engage families in respect to child safety and wellbeing.
 - vi. Ensure that equity & diversity is upheld through our policies and practices.
 - vii. Engage Australian Cricket Personnel and Cricket Participants to ensure that they are suitable to work with Children and Young People.
 - viii. Handle complaints and concerns promptly, thoroughly and with a child focused approach.
 - ix. Educate the Australian Cricket volunteer and paid workforce (and any other Relevant Persons) to provide them with the knowledge and skills to keep Children and Young People safe.
 - x. Direct Cricket Participants to undertake education that is relevant and proportionate to their level of participation in Cricket and the associated integrity risks.
 - xi. Promote the safety & wellbeing of Children and Young People through physical and online environments.
 - xii. Review and improve their child safe policies, procedures and practices regularly.
 - xiii. Role model behaviour and actions documented in policies, procedures and practices that guide how our organisations are safe for Children and Young People.
 - xiv. Comply with Child Protection Legislation.

- xv. Protect the privacy of Children and Young People and their families and comply with the Australian Cricket Privacy Policy and all applicable privacy laws, including under the Privacy Act 1988 (Cth).
- b. It is the responsibility of Cricket Australia to:
- i. Ensure that all Australian Cricket Personnel and Australian Cricket Players engaged or appointed by Cricket Australia are aware of Australian Cricket policies and Codes of Behaviour relating to the safety and wellbeing of Children and Young People.
 - ii. Coordinate the delivery and regular reviews of the National Safeguarding Children & Young People Framework.
 - iii. Lead the National Child Safe Working Group.
 - iv. Design and deliver training and provide guidance and support to **State and Territory Cricket Associations**.
- c. It is the responsibility of the State & Territory Cricket Associations to:
- i. Ensure that all Australian Cricket Personnel appointed by them are aware of Australian Cricket policies and Codes of Behaviour relating to the safety and wellbeing of Children and Young People.
 - ii. Play an active role in the National Child Safe Working Group.
 - iii. Collaborate with Cricket Australia on the design and delivery of child safeguarding training.
 - iv. Encourage Affiliated Associations, Clubs and Indoor Centres to adopt and implement Australian Cricket policies and Codes of Behaviour relating to the safety and wellbeing of Children and Young People.
 - v. Provide ongoing advice and tailored support to volunteers, including Child Safety Officers and Member Protection Information Officers.
 - vi. Manage and guide Affiliated Associations, Clubs and Indoor Centres through any instance or allegation of Prohibited Conduct.
- d. It is the responsibility of Affiliated Associations, Clubs and Indoor Centres to Implement Australian Cricket's Safeguarding Children & Young People Framework by:
- i. Appointing a Child Safety Officer or Member Protection Information Officer to lead implementation.
 - ii. Endorsing and annually re-endorsing this Policy, the Commitment Statement for Safeguarding Children & Young People and Australian Cricket's Code of Behaviour for Affiliated Associations and Clubs.
 - iii. Striving to ensure that all Cricket Participants understand and are aware the of Australian Cricket policies and Codes of

- Behaviour relating to the safety and wellbeing of Children and Young People.
- iv. Screening and inducting Cricket Participants in accordance with this policy.
- v. Reporting any instances or allegations of Prohibited Conduct in accordance with the process set out in this Policy.
- vi. Committing to continuously improve approaches to child empowerment and a child safe culture.

6. Australian Cricket's Screening

Australian Cricket is committed to taking appropriate steps in the recruitment of Australian Cricket Personnel to ensure that individuals engaged by Australian Cricket do not pose a risk to Children and Young People.

Australian Cricket will undertake the steps outlined in **Annexure C** to ensure the safety and wellbeing of Children and Young People.

6.1 Affiliated Associations, Clubs and Indoor Centres

Australian Cricket encourages Affiliated Associations, Clubs and Indoor Centres to adopt the steps in **Annexure C** in the recruitment and appointment of the following Child and Young Person related roles:

- a. Directors;
- b. Committee members;
- c. Officers;
- d. Employees;
- e. Volunteers;
- f. Contractors;
- g. Consultants;
- h. Coaches;
- i. **Umpires** or other match officials;
- j. Photographers, videographers or editors involved in capturing images or videos including livestreaming of training or matches involving Children and Young People;
- k. Cricket Blast coordinators;
- l. Team support staff;
- m. Parent/carers who hold specific roles within the Affiliated Associations or Club (including regular scorers); and
- n. Any other Cricket Participant role that is likely to interact with Children or Young People as part of that role.

6.2 Australian Cricket

The procedures set out in **Annexure C** must be adhered to by Australian Cricket for applicants and appointees for positions or roles within Australian Cricket where the **Australian Cricket Personnel** or **Australian Cricket Player**:

- a. will or will likely travel with Children and Young People;
- b. will or will be likely to have contact or interact with Children and Young People; and/or
- c. require a Working with Children Check (or equivalent) by law.

In addition to the procedures set out in Annexure C, Australian Cricket must at all times comply with State and Territory legislation regarding **WWCC** and any other legislation relevant to the protection of Children and Young People. Where there is inconsistency between this Policy and the State and Territory legislation, the State and Territory legislation will prevail to the extent it contains more onerous obligations.

7. Australian Child Protection Legislation

This Policy acknowledges that child protection laws that apply to Relevant Organisations vary between the States and Territories.

In addition to the requirements of this Policy, Relevant Organisations will comply with all obligations under Australian Child Protection Legislation.

This Policy is underpinned by the National Principles for Child Safe Organisations. States and Territories have established their own child safe standards with compliance requirements. Relevant Organisations and Relevant Persons are responsible for familiarising themselves with the legislative requirements in their State or Territory and taking steps to ensure that they are meeting any additional compliance requirements, including by adopting additional procedures, policies or standards where necessary.

For more information visit:

Child Protection Legislation: <https://aifs.gov.au/cfca/publications/australian-child-protection-legislation>.

8. Monitoring and review

This document will be reviewed annually, in consultation with stakeholders. Some circumstances may trigger an early review, this includes but not limited to legislative changes, organisational changes, incident outcomes and other matters deemed appropriate by Australian Cricket.

9. Definitions

For the purpose of this Policy and unless the context otherwise requires (or if State and Territory legislation differs in definition requiring a higher standard):

Adult means a person aged 18 years or over.

Approved Person means a family member such as mother, father, sister, brother, grandparent, aunt, uncle or cousin, a guardian, carer, or a person who has been approved by the parent/carer and has an established relationship with the Child or Young Person and/or their family.

Bullying means a person or group of people repeatedly using words or actions, or the inappropriate use of power, against someone or a group of people to cause distress and risk to their wellbeing, whether in-person or online.

Child Abuse is the mistreatment of a Child or Young Person that:

- causes, is causing or is likely to cause any detrimental effect to a Child or Young Person's physical, psychological, or emotional wellbeing; or
- does, or is likely to, endanger a Child or Young Person's physical or emotional health, development, or wellbeing,

whether through a:

- single act, omission, or circumstance; or
- series or combination of acts, omissions, or circumstances.

Child Abuse includes:

Physical Abuse

Occurs when a person subjects a Child or Young Person to application of physical force, which may cause injury intentionally or inadvertently because of physical punishment or the aggressive treatment of a confinement. Physically abusive behaviour includes, but is not limited to:

- shoving, hitting, slapping, shaking, throwing, punching, biting, burning, kicking; and
- harmful training methods or overtraining where there is the potential to result in damage to a Child or Young Person's physical development.

Emotional Abuse

Occurs when a Child or Young Person does not receive the attention they need for healthy emotional, psychological, and social development or are exposed to violence/abuse against other Children or Young People or **Adults**. Such abuse may involve:

- repeated rejection or threats to a Child or Young Person (either in person or online);
- constant criticism, teasing, ignoring, threatening, yelling, scapegoating, ridicule, intentional exclusion, continual coldness, and rejection (either in person or online);
- **Bullying** and **Harassment** (either in person or online);
- harmful training methods or overtraining where there is the potential to result in damage to a Child or Young Person's physical, intellectual, or emotional wellbeing and development (either in person or online).

Sexual Abuse

Sexual abuse occurs when an adult, or a person in authority (i.e. older, or younger but more physically or intellectually developed) involves a Child or Young Person in any sexual activity.

Perpetrators of sexual abuse take advantage of their power, authority, or position over the Child or Young Person for their own benefit. It can include making sexual comments to a Child or Young Person, kissing, touching a Child or Young Person's genitals or breasts, oral sex, or intercourse with a Child or Young Person.

Neglect

Neglect is the persistent or deliberate failure or denial to meet a Child or Young Person's basic needs, including the failure to provide adequate food, clothing, shelter, adequate supervision, clean water, medical attention, or supervision to the extent that the Child or Young Person's health and development is or is likely to be harmed, whether the neglect is physical, medical, emotional or educational neglect in nature or takes the form of abandonment.

Child and Young Person means a person under the age of 18 that participates or is involved in any program or services delivered by Australian Cricket or an Affiliated Association, Club or Indoor Centres, and **Children and Young People** and **Children or Young People** have corresponding meanings.

Child Protection Legislation means all state/territory Child or Young Person protection legislation as amended from time to time, a summary of which is available [here](#).

Contractor means any person or organisation engaged to provide services for, or on behalf of, a Relevant Organisation. This includes agents, advisers,

and subcontractors of a Relevant Organisation and employees, officers, volunteers, and agents of a Contractor or subcontractor.

Discrimination includes both direct and indirect discrimination (either on person or online) which have the following meaning:

- **'Direct discrimination'** occurs where, because a person has a Protected Characteristic, they are treated less favourably than a person without that characteristic would be treated in the same or similar circumstances.
- **'Indirect discrimination'** occurs where a practice, rule, requirement or condition that applies to everyone disadvantages people with a **Protected Characteristic** and the practice, rule, requirement or condition is not reasonable in the circumstances.

Employee means a person employed by Cricket Australia, the International Cricket Council or a State and Territory Cricket Association (including W/BBL Clubs) under an Employment Contract, including permanent, fixed-term and casual employees.

Grooming means behaviours that manipulate or control a Child or Young Person, their family, guardian and carers or other support networks, or organisations, with the intention to gain access to the Child or Young Person, obtain the Child or Young Person's compliance, maintain the Child or Young Person's silence, and avoid discovery of sexual abuse.

Harassment means any type of behaviour towards a Child/Young Person that they do not want and that is offensive, abusive, belittling or threatening and is reasonably likely to cause harm to the Child/Young Person who is the subject of the harassment, whether in-person or online.

Harmful Behaviour Towards a Child or Young Person means any behaviour involving a Child or Young Person that is objectively age inappropriate and/or places the Child or Young Person at risk of harm. This includes but is not limited to:

- i. Child Abuse;
- ii. Discrimination;
- iii. Harassment;
- iv. Sexual Misconduct;
- v. harmful training methods including physical punishment or overtraining which may cause harm to a Child or Young Person;
- vi. excessive or unnecessary emphasis on appearance, weight requirements or muscularity (either in-person or online) that may include practices such as:
 - a. encouraging or enforcing excessive dieting or restrictive eating;

- b. excessive weigh-ins or focus on weight goals, body composition testing that is a sport requirement that carries punishment for the outcome (for example repeated bouts of exercises as punishment for weight gain); or
 - c. unsafe practices that could put health at risk in order to reach weight or appearance requirements without adequate medical support (for example dehydration or restrictive eating).
- vii. forcing a Child or Young Person to train or compete when ill or injured;
- viii. threatening or humiliating a Child or Young Person (either in-person or online);
- ix. using disciplinary action involving physical punishment or any form of treatment that could reasonably be considered as degrading, cruel, frightening or humiliating;
- x. making sexual comments to a Child or Young Person or engaging in open discussions of a sexual or Adult nature with (either on person or online), or in the presence a Child or Young Person;
- xi. taking inappropriate photos or footage of a Child or Young Person; or
- xii. inappropriate and/or intimate physical contact with a Child or Young Person which is sexual in nature or causes them to feel uncomfortable, or feel pain or distress.

Match means cricket matches that are played under the jurisdiction or auspices or with the consent or approval of Cricket Australia or any State and Territory Cricket Association.

Nominated Supervisor means a person, aged 18 years or older, who has been assigned formal responsibility for the management of any activities or services provided by Australian Cricket or an Affiliated Association, Club or Indoor Centre.

Person in a Position of Authority means a person, regardless of age, who through their position or involvement in cricket can exercise power, control, or influence over a Child or Young Person.

Prohibited Conduct means conduct described in Article.3 of this Policy.

Protected Characteristic means:

- i. age;
- ii. disability;
- iii. race or ethnicity;
- iv. sex or gender identity;
- v. sexual orientation; or
- vi. religion.

Relevant Persons means Australian Cricket Personnel, Cricket Participants, Australian Cricket Player and Australian Cricket Support Personnel.

Australian Cricket Personnel means:

- directors and officers of Cricket Australia, the State and Territory Cricket Associations or W/BBL Club;
- Employees, including match officials appointed by Cricket Australia;
- contractors and consultants engaged by Cricket Australia, the State and Territory Cricket Associations or a W/BBL Club under a Contractor Agreement, Consultancy Agreement or other Agreement to this effect;
- Australian Cricket Player Support Personnel;
- board and/or committee members of Cricket Australia, the State and Territory Cricket Associations or a W/BBL Club; and
- volunteers of Cricket Australia, State and Territory Cricket Associations or a W/BBL Club under a Volunteer Agreement or other Agreement (whether or not that Agreement is writing or not) to this effect.

Cricket Participant means:

- a) Directors, committee members and officers of an Affiliated Association and Club;
- b) Employees, consultants or contractors of an Affiliated Association and Club;
- c) volunteers of an Affiliated Association and Club;
- d) Players that are registered with or entitled to participate in the activities of an Affiliated Association or Club and who have agreed to be bound by the Australian Cricket Child Safe Policy and the Australian Cricket “Looking After our Kids” Code of Behaviour;
- e) Coaches (including assistant coaches), who:
 - i. hold a Cricket Coaches Australia Accreditation unless the coach falls within the definition of Australian Cricket Personnel;
 - ii. are appointed and/or engaged by an Affiliated Association and Club;
 - iii. have an agreement (whether or not in writing) with an Affiliated Association and Club to coach in a facility owned or managed by the State and Territory Cricket Association; or
 - iv. have an agreement (whether or not in writing) with an Affiliated Association and Club to coach in a facility owned or managed by the Affiliated Association and Club
- f) Umpires, selectors and other officials, who:

- i. hold a Cricket Umpires Australia Accreditation unless the umpire falls within the definition of Australian Cricket Personnel; or
 - ii. umpire or officiate cricket matches for Affiliated Associations, Clubs and Indoor Centres
- g) Cricket Blast Coordinators
- h) Team support staff;
- i) Parents/guardians holding a specific role within the Affiliated Association and Club (including regular scorers); and
- j) Any other person who has agreed to be bound by Australian Cricket 's Policy for Safeguarding Children & Young People and Australian Cricket' s Looking After our Kids Code of Behaviour.

Australian Cricket Player means any cricketer who is selected in any playing team or squad that is chosen to represent Cricket Australia or any State and Territory Cricket Association or W/BBL Team in any **Match** or series of Matches or any cricketer that is contracted to CA or a State or Territory Association to play cricket, including a past player.

Australian Cricket Player Support Personnel means any umpire, match referee, coach, trainer, team manager, player agent, selector, team official, doctor, physiotherapist, dietitian, fitness or other health related advisor or any other person employed by, contracted to, representing or otherwise affiliated to CA or any State or Territory Association or W/BBL Team or any other person employed by, contracted to, representing or otherwise affiliated to a Team or squad that is chosen to represent CA, a State or Territory Association in any Match or series of Matches.

Relevant Organisations means Affiliated Associations, Clubs and Indoor Centres and Australian Cricket.

- i. **Affiliated Associations, Clubs and Indoor Centres** means any cricket association or club or indoor centre that has agreed to be bound by this Policy.
- ii. **Australian Cricket** means Cricket Australia, and all State and Territory Cricket Associations (including the Big Bash League and Women's Big Bash League Clubs).

Sexual Misconduct means any of Sexual Offence or Sexual Harassment.

Sexual Offence means any criminal offence involving sexual activity or indecency. Sexual offence carries a different meaning in each jurisdiction and can include rape, indecent assault, sexual assault, incest, sexual penetration, indecent act or sexual relationship with a child under the age of 16, sexual offences against people with impaired capacity, publishing or possessing Child and Young Person pornography and indecent articles, promoting or engaging in acts of Child or Young Person prostitution, soliciting acts of sexual penetration or indecent acts.

Sexual Harassment means any unwanted, unwelcome or uninvited behaviour of a sexual nature, which could make a person feel humiliated, intimidated or offended, including unwanted physical contact, verbal remarks, jokes, sharing of inappropriate pornographic or offensive material.

State and Territory Cricket Associations means Cricket ACT, Northern Territory Cricket, Cricket New South Wales, Queensland Cricket, South Australian Cricket Association, Cricket Tasmania, Cricket Victoria and WA Cricket, including the W/BBL Clubs.

Ticket and Entry Conditions means the Ticket and Entry Conditions for Australian Cricket Matches located on <http://www.cricket.com.au/tickets>.

Umpire means any umpire (including any third or other umpires) appointed to officiate in a Match.

Victimisation means subjecting a person, or threatening to subject a person, to any unfair treatment because the person has made, or intends to pursue their right to make, a complaint or lawful disclosure, including under applicable legislation or this Policy, or for supporting another person to take such action.

Vilification means a public act, conduct or behaviour, either in-person or online, that incites hatred, serious contempt for, or revulsion or severe ridicule of, a person or group of people because of a **Protected Characteristic they** hold, as covered by applicable legislation.

W/BBL Clubs means Adelaide Strikers, Brisbane Heat, Hobart Hurricanes, Melbourne Renegades, Melbourne Stars, Perth Scorchers, Sydney Sixers and Sydney Thunder (both men's and women's teams).

WWCC means a 'Working with Children Check' (however named) under the applicable legislation of a state or territory, a summary of which is available [here](#).

ANNEXURE A: Australian Cricket's Commitment Statement to Safeguarding Children & Young People

Australian Cricket recognises the important role that Children and Young People play within our sport and the special care and attention that they need to feel safe.

Delivering a child safe framework across our sport is achieved through supporting Children and Young People, their parents and guardians and by Australian Cricket and each of our Affiliated Associations, Clubs and Indoor Centres striving to be a child safe organisation.

Our Commitment to Children and Young People

As part of our commitment to Children and Young People, Australian Cricket and the Affiliated Associations, Clubs and Indoor Centres seek to:

- a) provide safe and supportive physical and online environments for all Children and Young People, including by:
 - a. establishing culturally safe environments in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued; and
 - b. paying particular attention to the needs of vulnerable children, children with disability, children from culturally and linguistically diverse backgrounds, and lesbian, gay, bisexual, transgender and intersex children and young people.
- b) ensure that the experiences of Children and Young People are free from any form of Prohibited Conduct including Child Abuse or Grooming;
- c) empower Children and Young People to act and respond to behaviour that is not acceptable or inappropriate;
- d) publicise and make available the Codes of Behaviour that underpin our sport;
- e) make information available on who Children and Young People can approach if they feel unsafe or they become aware of or are concerned about any form of Prohibited Conduct including Child Abuse or Grooming;
- f) establish a reporting framework that allows Children and Young People and others to report any incident affecting the safety and well-being of Children and Young People; and
- g) provide support services to any Child or Young Person and their families who might be affected by any form of Prohibited Conduct including Child Abuse or Grooming.

Our Commitment to Parents and Guardians

Australian Cricket and the Affiliated Associations, Clubs and Indoor Centres are committed to supporting parents and guardians in protecting and safeguarding Children and Young People.

Australian Cricket and the Affiliated Associations, Clubs and Indoor Centres seek to:

- a) communicate with parents and guardians of Children and Young People regarding the expectations of our sport in ensuring a safe environment for Children and Young People; and
- b) publicise and share information with parents and guardians about safeguarding Children and Young People and where they can go to for assistance if they require further information, advice or would like to make a complaint under this Policy.

Our Commitment to being a Child Safe Organisation

In order to become child safe organisations, Australian Cricket and the Affiliated Associations, Clubs and Indoor Centres seek to:

- a) ensure that Australian Cricket Personnel and Australian Cricket Players adhere to Australian Cricket's Looking After Our Kids Code of Behaviour for Australian Cricket Personnel;
- b) ensure that Cricket Participants adhere to Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations, Clubs and Indoor Centres;
- c) use best practice in the recruitment and screening checks for Australian Cricket Personnel and Cricket Participants;
- d) ensure that Australian Cricket Players who will or will likely have contact with Children and Young People undertake screening processes;
- e) induct Australian Cricket Personnel, Australian Cricket Players and Cricket Participants appropriately for their relevant position, recognising their role in safeguarding Children and Young People and to provide ongoing learning and development opportunities related to child safety;
- f) take steps to ensure that Australian Cricket Personnel, Australian Cricket Players and Cricket Participants do not engage in Prohibited Conduct including Child Abuse or Grooming or exploit Children or Young People involved in our sport;
- g) educate Australian Cricket Personnel, Australian Cricket Players and Cricket Participants as to the Codes of Behaviour that underpin our sport;
- h) ensure that all Australian Cricket Personnel, Australian Cricket Players and Cricket Participants report any concerns, complaints or any allegations of Prohibited Conduct including Child Abuse or Grooming; and
- i) ensure that all Australian Cricket Personnel, Australian Cricket Players and Cricket Participants are provided with the appropriate support following any incidents or complaints raised under this Policy.

We endorse Australian Cricket's Commitment to Safeguarding Children and Young People



ANNEXURE B: AUSTRALIAN CRICKET PROCEDURE FOR HANDLING COMPLAINTS AND ALLEGATIONS OF PROHIBITED CONDUCT

B1 - Everyone involved in our game plays a crucial role in protecting Children and Young People and must follow the **7** steps set out below when responding to any allegations, suspicions, or concerns of Prohibited Conduct.

If you believe a Child or Young Person is at risk of immediate harm, call 000 immediately for medical or police assistance.

STEP 1 – Complaints of Prohibited Conduct

If a complaint or allegation of Prohibited Conduct relating to a Child or Young Person is made to a Relevant Person, whether or not the complaint was made explicitly or indirectly, that person must **DOCUMENT** the complaint in accordance with Step 2 and **REPORT** the complaint in accordance with Step 3.

If any Relevant Person or other person develops a reasonable suspicion or witnesses that a Relevant Person has committed any form of Prohibited Conduct against a Child or Young Person in Cricket, that person must **DOCUMENT** the complaint in accordance with Step 2 and **REPORT** the complaint in accordance with Step 3.

STEP 2 – Document the complaint

When receiving any allegations, complaints or disclosures, the Relevant Person must document the complaint in accordance with Article 4a.

STEP 3 – Report the complaint

Australian Cricket treats any complaint or allegation of Prohibited Conduct promptly, seriously and with a high degree of sensitivity and confidentiality.

- a. If the suspicion or allegation relates to **criminal conduct and/or significant harm** to a Child or Young Person, the person who receives the complaint or allegation must immediately notify:
 - a) the **POLICE**;
 - b) the **RELEVANT GOVERNMENT AGENCY**; and
 - c) **at least two of the RELEVANT CRICKET CONTACTS** (see Step 7 for contact details).

If in doubt, seek advice from the Cricket Australia Legal, Risk & Integrity Department or the State and Territory Cricket Association (if applicable).

- b. If the suspicion or allegation relates to non-criminal conduct, the person who receives the complaint or allegation must immediately notify:
- a) **at least two of the** RELEVANT CRICKET CONTACTS (see Step 7 for contact details).

The complainant must also be informed of all notifications.

In respect of matters involving Cricket Participants, Cricket Australia and the State or Territory Association will provide appropriate support to the Affiliated Association or Club as required.

RELEVANT CRICKET CONTACTS	
Australian Cricket Personnel & Australian Cricket Players	Cricket Participants (including Affiliated Association or Club players)
<p>The Australian Cricket Personnel's:</p> <ul style="list-style-type: none"> • Executive General Manager or Line Manager (as the case may be); and • General Manager of People & Culture (or equivalent role) • Relevant Cricket Australia department/s Cricket Australia's Head of People & Culture • Cricket Australia Legal, Risk & Integrity department (see contact details in Annexure B) • State and Territory Cricket Association Legal department and/or Integrity contact (if applicable) • The Australian Cricket Player's: • State or Territory High Performance Manager; and • Cricket Australia Executive General Manager of High Performance 	<p>The Affiliated Association or Club:</p> <ul style="list-style-type: none"> • President; • Committee member; • Child Safe Officer; or • Member Protection Information Officer • Cricket Australia Executive General Manager – Community Cricket • Relevant State and Territory Cricket Association Community Cricket General Manager • Cricket Australia Legal, Risk & Integrity department (see contact details in Annexure B), • State and Territory Cricket Association Legal department and/or Integrity contact (if applicable)

STEP 4 – Provide support

It is important that the person providing support to a Child or Young Person does not attempt to provide support which is outside of the scope of their role.

Australian Cricket will consider what support services may be most appropriate to assist and support the Child or Young Person and their family and the Australian Cricket Personnel, Cricket Participant or Player involved. This may include a referral to appropriate support providers/resources.

Australian Cricket and/or the Affiliated Association and Club (as the case may be) will seek to put in place measures to protect the Relevant Person from possible victimisation.

STEP 5 – Protect and manage

- a. IF RELEVANT, FOLLOW ADVICE OF POLICE AND/OR RELEVANT GOVERNMENT AGENCY.
- b. The Relevant Cricket Contacts who receive the report in accordance with Step 3 will:
 - Follow the advice of Police and/or Government Agency with respect to what and how information must be shared with parents/guardians, and who should lead this contact (i.e. Police, Relevant Government Agency or Australian Cricket/Affiliated Association or Club representative);
 - designate the Key Liaison Officer for the matter who shall be responsible for the liaison and information sharing between the relevant parties and compiling of information;
 - designate a State and Territory Cricket Association representative (as the case requires);
 - assess the immediate risks to Children and Young People;
 - on the direction and advice of the Police and/or Government Agency, take interim steps (as required) to ensure the safety and wellbeing of Children and Young People, including any Child or Young Person directly impacted by the alleged behaviour or circumstances relating to an Australian Cricket Personnel or Cricket Participant in line with Step 6 below;
 - establish next steps, make general enquiries with relevant individuals and determine the level of investigation required.

Implement interim measures: Where an allegation/complaint is made in respect of an Australian Cricket Personnel or Cricket Participant (except players who do NOT hold specific roles within the Affiliated Associations or Club – refer to guidance below) and there is a risk to the safety/wellbeing of Children and Young People whilst any enquiry/investigation is on foot,

without limitation, Australian Cricket or the Affiliated Association or Club may, in consultation with the advice of the Police and/or Government Agency:

- temporarily redeploy the Australian Cricket Personnel or Cricket Participant to a position where there is no contact with Children and Young People;
- restrict the duties of the Australian Cricket Personnel or Cricket Participant to ensure that there is no contact with Children and Young People;
- suspend the Australian Cricket Personnel or Cricket Participant, pending investigation;
- terminate the Australian Cricket Personnel or Cricket Participant, following investigation and substantiation of an allegation and/or complaint; or
- take other action as determined reasonable by Australian Cricket or the Affiliated Association and Club in the circumstances.

Australian Cricket Players: Where an allegation or complaint is made in respect of an Australian Cricket Player, without limitation, Australian Cricket may take action as determined by Australian Cricket.

Affiliated Association and Club Players: Where an allegation or complaint is made in respect of an Affiliated Association or Club player who does not hold a specific role within the Affiliated Association or Club, the Affiliated Association or Club may take action as determined by the Affiliated Association or Club, in accordance with their Club or Association constitution, rules of incorporation, relevant Member Protection Policy, complaint handling policy or other governing documents.

STEP 6 – Take internal action

Australian Cricket recognises that further to making general enquiries, several investigations may be undertaken to examine allegations or complaints that are made against an Australian Cricket Personnel, Australian Cricket Player or Cricket Participant including:

- a. a criminal investigation (conducted by the Police);
- b. a child protection investigation (conducted by the relevant Government Agency);
- c. where an allegation or complaint relates to an Australian Cricket Personnel or Australian Cricket Player, disciplinary action (including termination) in accordance with the disciplinary policy or process relevant to their employment or engagement; and
- d. where an allegation or complaint relates to a Cricket Participant, investigation and resolution under the relevant Australian Cricket Member Protection Policy or Complaints, Disputes and Resolutions Policy.

STEP 7 – Complete and provide confidential record of complaint or allegation

The Confidential Record of Complaint or Allegation (**Annexure D** to this Policy), must be completed by the designated Key Liaison Officer, nominated in Step 5, and a copy must be provided to Cricket Australia’s General Counsel (or person nominated by Cricket Australia’s General Counsel).

The Confidential Record of Complaint or Allegation must remain confidential and not be shared more broadly than the Key Liaison Officer, the designated State and Territory Cricket Association representative and Cricket Australia’s General Counsel (or their delegate), unless disclosure is required by law.

B2 – Contact details for Police and Government Child Protection Agencies		
State/Territory	Contact	Details
Australian Capital Territory	ACT Police Non-urgent police assistance	Phone: 131 444 Website: police.act.gov.au
	Child and Youth Protection Services	Phone: 1300 556 729 Website: act.gov.au/community/child-protection-and-youth-justice
New South Wales	New South Wales Police Non-urgent police assistance	Phone: 131 444 Website: police.nsw.gov.au
	Department of Family and Community Services	Phone: 132 111 Website: facs.nsw.gov.au/families
Northern Territory	Northern Territory Police Non-urgent police assistance	Phone: 131 444 Website: pfes.nt.gov.au
	Territory Families	Phone: 1800 700 250 Website: nt.gov.au/law/crime/report-child-abuse

Queensland	Queensland Police Non-urgent police assistance	Phone: 131 444 Website: police.qld.gov.au
	Department of Child Safety, Youth and Women	Phone: 1800 811 810 or 13 QGOV (13 74 68) Website: qld.gov.au/community/getting-support-health-social-issue/support-victims-abuse/child-abuse/reporting-child-abuse
	Your relevant Regional Intake Service – Find your regional number here:	dcssds.qld.gov.au/contact-us/department-contacts/child-family-contacts/child-safety-service-centres/regional-intake-services After hours: 1800 177 135
Tasmania	Tasmania Police Non-urgent police assistance	Phone: 131 444 Website: police.tas.gov.au
	Department of Communities	Phone: 1800 000 123 Website: strongfamiliesafekids.tas.gov.au/
Victoria	Victoria Police Non-urgent police assistance	Phone: 131 444 Website: police.vic.gov.au
	Department of Families, Fairness & Housing	Website: services.dhhs.vic.gov.au/reporting-child-abuse
	Your relevant Regional Intake Service – Find your regional number here:	services.dhhs.vic.gov.au/child-protection-contacts After hours: 131 278

Western Australia	Western Australia Police Non-urgent police assistance	Phone: 131 444 Website: police.wa.gov.au
	Department of Communities – Child Protection and Family Support	Phone: Business Hours: 1800 273 889. After hours: (08) 9223 1111 Website: wa.gov.au/service/justice/criminal-law/report-child-abuse
South Australia	South Australia Police Non-urgent police assistance	Phone: 131 444 Website: police.sa.gov.au
	Department of Child Protection	Phone: 131 478 Website: childprotection.sa.gov.au/reporting-child-abuse

B3 – Contact details for Australian Cricket

- i. Matters relating to Cricket Personnel or Affiliated Clubs and Associations

Member Protection Information Officers, contact details of which can be found at our Safeguarding Children and Young People page or contacting a State and Territory Cricket Association or Cricket Australia:

Cricket Victoria (Phone: (03) 9085 4000)	SACA (Phone: (08) 8300 3800)
WA Cricket (Phone: (08) 9265 7222)	Cricket Tasmania (Phone: (03) 6282 0400)
Cricket NSW (Phone: (02) 8302 6000)	Queensland Cricket (Phone: (07) 3292 3100)
Cricket ACT (Phone: (02) 6239 6002)	Northern Territory Cricket (Phone: (08) 8944 8900)

Cricket Australia (Phone: (03) 9653 9999 OR contact the Cricket Australia Legal, Risk and Integrity Department using the details below.

- ii. Matters relating to Australian Cricket Personnel or Australian Cricket

Cricket Australia Legal Risk & Integrity department:

Phone: Via the Cricket Australia Integrity Hotline:
1300 FAIR GAME (1300 3247 4263)

Online You can make a confidential (and anonymous) report/complaint to Cricket Australia's Integrity Partner, Core Integrity, using this link:

www.clearviewconnects.com/#/reporter/submit-report?org=cricketaustraliagp&lang=en OR use this QR Code:



Email Cricket Australia's Integrity Partner, Core Integrity at:
fairgame@coreintegrity.com.au

Cricket Australia's Integrity Team at: integrity@cricket.com.au

and/or the State and Territory Cricket Association Legal department (if applicable)

Head of People & Culture in the relevant Australian Cricket organisation and/or the State and Territory Cricket Association Legal department (if applicable)

ANNEXURE C: Recruitment, screening and induction processes

These recruitment, screening and training requirements have been developed to provide a fair, safe, consistent, and comprehensive process to engage personnel across our sport. Australian Cricket takes the protection of Children and Young People seriously and ensures that Australian Cricket Personnel, Cricket Participants and Australian Cricket Players are suitably qualified and committed to providing professional, safe, and enjoyable programs and services to Children and Young People.

C1 – Advertisements

Australian Cricket will include the following wording in advertisements for all Australian Cricket Personnel positions that require contact with Children and Young People:

'At the [S/T/CA]), we embrace diversity in gender, age, ethnicity, disability, religion and sexual orientation. We are committed to providing a safe

environment for children across Australian Cricket, and we also offer a flexible work environment for employees.'

Australian Cricket recommends that Affiliated Associations, Clubs and Indoor Centres include the following wording in advertisements for all employee or volunteer positions that require contact with Children and Young People:

'We require all applicants to undergo background checks and screening prior to or during any appointments. Australian Cricket's Commitment Statement to Safeguarding Children and Young People can be found at <https://www.cricket.com.au/integrity/safeguarding-children>.'

C2 – Position Descriptions

Australian Cricket recommends developing appropriate selection criteria, such as:

'Must have experience working with Children/Young People' or 'Must be able to demonstrate an understanding of appropriate behaviours when engaging with Children/Young People.'

Australian Cricket's Commitment Statement to Safeguarding Children and Young People (set out in Annexure A) must be attached or linked to position descriptions of roles with Australian Cricket that require contact with Children and Young People.

Australian Cricket recommends that Affiliated Associations, Clubs and Indoor Centres attach the Commitment Statement to Safeguarding Children and Young People to position descriptions of roles that require contact with Children and Young People.

C3 – Interview requirements for roles requiring contact with children and young people

Australian Cricket has in place internal recruitment processes. The interview requirements set out below are required to be used to supplement existing Australian Cricket internal recruitment processes primarily where the applicant is applying for a position or role that requires contact with Children and Young People.

As a minimum, one face to face or video link interview is required where an applicant is applying for a role that requires contact or interaction with Children and Young People. The following details must be addressed during the interview process:

- a) Australian Cricket's Commitment Statement to Safeguarding Children and Young People;
- b) the applicant's general awareness and understanding of child protection issues and ensuring the safety and wellbeing of Children and Young People;

- c) the applicant's beliefs and values in relation to the safety and wellbeing of Children and Young People;
- d) scenario responses to difficult situations involving Children and Young People;
- e) any disciplinary action taken or allegations of inappropriate or unprofessional conduct made against the applicant by a previous employer in relation to inappropriate or unprofessional conduct;
- f) any criminal offences or charges against the applicant; and
- g) any potential concerns regarding the applicant's resume or work history, gaps in history, frequent changes in employment, inability to nominate precise dates for previous roles.

Further interview recommendations and sample questions can be found in the Screening and Background Checks resource.

C4 – Proof of Identity and Qualifications

All successful applicants are required to provide proof of their identity (Australian Cricket's preferred form of proof of identity is a valid passport) and qualifications relevant to the advertised role and evidence of their suitability to work with Children and Young People upon being offered the role.

Should the applicant not be able to provide any proof of identity, qualifications and/or evidence of suitability to work with Children or Young People, Australian Cricket may determine an alternate means of establishing this information in its absolute discretion or may withdraw or delay any engagement with the applicant.

C5 – Background and Screening Requirements

Australian Cricket, including the Affiliated Association or Club must comply with relevant Working with Children Check (or equivalent) requirements and other legislative requirements in their relevant jurisdiction. Where an Australian Cricket organisation or Affiliated Association or Club has stipulated additional requirements in respect of either a Working With Children Check or background or screening requirements, these must be complied with by any applicant.

Various other background checks will be undertaken by Australian Cricket from time to time and may include, but are not limited to:

- a) National Criminal History Record Check;
- b) reference check (Australian Cricket's preference is that each referee is a professional referee who has worked with the Applicant in the last 5 years ideally in a supervisory capacity and that at least one question be asked in relation to working with children (e.g. is there any reason that this person would not be suitable for working with children?));
- c) past employment and engagements;

- d) education and training; and/or
- e) immigration checks.

Australian Cricket recommends that Affiliated Associations, Clubs and Indoor Centres undertake background checks for volunteers and applicants for positions in line with this approach.

C6 – Working with Children Checks

Working with Children Check (WWCC) laws aim to help prevent people who pose a known unacceptable risk from working with Children or Young People as paid employees or volunteers.

WWCC laws are currently in place in all Australian states and territories. These laws require certain individuals involved in areas such as sport and recreation to undertake a check to determine their suitability to work (in a paid or volunteer capacity) with Children or Young People. Whether a particular individual is required to undertake a check depends on the WWCC laws of the relevant state or territory.

Australian Cricket and Affiliated Associations, Clubs and Indoor Centres must meet the requirements of the relevant state or territory WWCC laws. Specific state and territory requirements can be found [here](#).

All personnel that require a WWCC will supply a copy of it to, and/or authorise the Relevant Organisation making the appointment to verify the currency of the WWCC.

Relevant Organisations must not engage a person who does not have a satisfactory WWCC in the relevant jurisdiction(s).

An Australian Cricket organisation may terminate an Employee's Contract of Employment in the event that the Employee becomes ineligible to work with children under the relevant State or Territory legislation. The termination process must be in accordance with the disciplinary policy or process relevant to their employment or engagement.

Regardless of whether an individual is required or otherwise eligible to obtain a WWCC in the relevant jurisdiction(s), it would be a breach of Australian Cricket's Policy for Safeguarding Children and Young people if an individual:

- who has guilty findings that would make them ineligible to be granted a WWCC is appointed to a Child-related position in our sport; or
- continues in a Child-related position if they have been charged or convicted of a crime that would make them ineligible to be granted a WWCC.

Relevant Persons are required to report to the Relevant Organisation any pending criminal matters or findings of guilt that indicate that they may present a potential risk to the Children and Young People to whom they interact with.

C7 – National Criminal History Record Check

Depending on the relevant State or Territory legislation, an Australian Cricket organisation or an Affiliated Association, Club or Indoor Centre may require the preferred candidates to have completed a 'national criminal history record check' (or 'police check') where the candidate does not otherwise meet the jurisdictional threshold to apply for and obtain a WWCC.

A criminal history does not automatically preclude an applicant from being appointed unless their criminal history suggests that they may pose a risk to Children and Young People. If there is information relevant to the employment decision, the applicant will be provided with an opportunity to respond to the contents of their police check (if they wish to do so).

The decision to appoint or not appoint an applicant because of a police check result, along with the rationale for that decision, must be communicated to the applicant by the Australian Cricket organisation or an Affiliated Association, Club or Indoor Centre.

A copy of the police check must not be retained. The original must either be returned to the applicant if requested or be destroyed in a secure manner on completion of the recruitment process. If the applicant is appointed, a record of the date and certificate number of the police check should be recorded in their personnel file.

C8 – International Criminal History Record Checks

Any applicant who has resided overseas for 12 months or more in the last ten years must obtain an international criminal history check.

Some countries will not release information regarding an individual for personal or third-party purposes. Where police records checks cannot be made, reference checks must be conducted with at least two referees that personally knew the individual whilst they were residing in the other country.

The Australian Cricket organisation or an Affiliated Association, Club or Indoor Centre must inform the applicant that referees will be asked whether they have knowledge or information concerning the applicant that would adversely affect the applicant from performing the job,

including any relevant criminal offences. The credentials of persons acting as referees should be verified and can include previous employers.

Overseas applicants should not commence until this process is satisfactorily completed.

C9 – Reference Checks

Australian Cricket organisations and Affiliated Association, Club or Indoor Centre should conduct a minimum of two reference checks for the preferred applicant to gather additional information about the applicant's suitability to work in the role for which they have applied.

The selected referees should:

- be able to provide information relating to the applicant's suitability to work with Children/Young People;
- have known the applicant for at least 12 months;
- not be related to the applicant;
- be able to vouch for the applicant's reputation and character.

Please note: Written character references are not sufficient unless also followed up and verified through direct contact.

Referees should be asked directly about any concerns they may have about the applicant working with Children and Young People.

C10 – Records

Employee Working with Children Checks will be recorded on individual employee files as well as in a central confidential register maintained by the relevant Australian Cricket organisation.

Affiliated Associations, Clubs and Indoor Centres can record Working with Children Checks and other records through Play HQ or its secretarial files as required by the relevant legislative requirements.

Such records should include:

- a) records of all Australian Cricket Personnel, including any background checks set out above at paragraph C5.
- b) register of Working with Children Checks and National Criminal History Records Check for all Australian Cricket Personnel for whom checks have been obtained. As a minimum, the following information should be recorded on the register:
 - i. Full Name of Australian Cricket Personnel
 - ii. Date of Birth

- iii. Working with Children Check (or equivalent) reference number
- iv. Start date
- v. Verification date
- vi. Verification outcome
- vii. Expiry date
- viii. Paid or volunteer status

Australian Cricket may, to the extent permitted by law, request that individual employment or engagement records, including but not limited to, Working with Children Check registers and/or National Criminal History Record Check registers for Australian Cricket Personnel, be shared across Australian Cricket for the purpose of resolving recruitment or screening issues, protecting Children and Young People and/or resolving complaints brought under this Policy. Such files will be confidential and may be held electronically using software from third party vendors.

All applicants applying for a role within Australian Cricket and Australian Cricket Personnel consent to Australian Cricket sharing their personal information as set out above.

C11 – Training

As a minimum, Australian Cricket organisations and Affiliated Association, Club or Indoor Centres must require that Relevant Persons in Cricket are aware of and understand their responsibilities in relation to:

- Australian Cricket’s Policy for Safeguarding Children and Young People;
- Australian Cricket’s Statement of Commitment for Safeguarding Children and Young People; and
- Australian Cricket’s Looking After Our Kids’ Code of Behaviour.

Australian Cricket Personnel and Australian Cricket Players must undertake, as requested:

- Induction training on Australian Cricket’s Framework for Safeguarding Children and Young People;
- eLearning modules, as made available by Australian Cricket;
- Additional training and learning programs as provided from time to time by Australian Cricket.

Australian Cricket strongly recommends that all Cricket Participants complete, at least every 2 years, the eLearning Modules for Recognising and Reporting Abuse available [here](#). Cricket Participants can also access

the Sport Integrity Australia / Play by the Rules learning resources available [here](#).

Australian Cricket strongly recommends that all Affiliated Association, Club or Indoor Centres hold at least one pre-season meeting with all coaches, team managers, junior coordinators, umpires, committee members and other volunteers who interact with Children and Young People. The Australian Cricket 'Child Safety Officer Toolkit' contains resources relevant for the engagement of club members and is available for use [here](#).

ANNEXURE D: CONFIDENTIAL RECORD OF PROHIBITED CONDUCT

Any matter must be immediately reported to Police and the relevant Government Agency in accordance with Annexure B. Always ensure the procedures outlined in this Policy have been followed and advice has been sought from Cricket Australia Legal, Risk and Integrity, the Police and/or relevant Government Agency.

Complainant's (if other than the child, if complainant wishes to remain anonymous, please note)	
Date complaint received	
Complaint received by (CA, State and Territory Cricket Association or Affiliated Association and Club)	
Police contacted (if required)	Who: When: Contact:
Date Standing Permission concludes (if required)	Who: When: Advice provided:
Child's name (use alias if Child's identity needs to be protected and detail that this is the case)	
AGE	
Child's address (if known and if can be disclosed in line any protection requirements)	

Person's reason for suspecting Prohibited Conduct (e.g. observation, injury, disclosure)	
Name of person complained about	
Role/status in sport	
Australian Cricket Program or Service	
Affiliated Association or Club	
State and Territory Cricket Association Personnel notified (Item 8, Step 2)	Representative: Date of Notification: Representative: Date of Notification: Representative: Date of Notification:
CA Personnel notified (Item 8, Step 2)	Representative: Date of Notification: Representative: Date of Notification: Representative: Date of Notification:
Witnesses (if more than 3 witnesses, attach details to this form)	Representative: Date of Notification: Representative: Date of Notification: Representative: Date of Notification:

Interim action (if any) taken (to ensure child's safety and/or to support needs of person complained about)	
Summary of enquiries made	
Other reporting (ASC, CEO, Board as applicable depending on program or service)	
Police and/or government agency investigation	Finding:
Internal investigation (if any)	Finding:
Action taken	
Completed by	Name: Position: Signature: Date:

This record and any other documentation (including notes) must be kept in a confidential and safe place and provided to the relevant authorities (Police and Government Agencies) should they require them.