

**MANLY WARRINGAH DISTRICT
BASEBALL ASSOCIATION
- STATE LEAGUE -
MEMBER PROTECTION POLICY
VERSION 9.1 July 2018**



IMPORTANT NOTE:

For this policy and other policies to be binding on clubs, their members and other relevant persons, they must be & please note:

- formally incorporated or adopted into the Association's constituent documents (being the Memorandum and Articles of RSA's Constitution of a company; or the rules of an incorporated association) or the rules, regulations or by-Laws made under the constituent documents;
- be agreed to as part of a membership application, agreement, form, other contract with the RSA, which relevant members and other persons intended to come within the scope of this policy are required to sign
- Where the 'RSA' is mentioned it refers to the Registered Sporting Association, of which the State League standing committee is a member of
- Where 'State League' is mentioned it implies to the State League standing committee within Manly Warringah District Baseball Association
- Where 'NSO' is mentioned it refers to the National Body, Baseball Australia
- State League is a member of the Manly Warringah Baseball Registered Sporting Association and plays baseball as its senior representative club within Baseball NSW ('BNSW') State League Competition. As such State League grades selected players into the competitions on offer by 'BNSW'
- The rules and restrictions that we play under within the State League competition are adopted each year by 'the Club' prior to the season commencing
- Baseball is a contact sport

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MANLY WARRINGAH DISTRICT BASEBALL ASSOCIATION

- STATE LEAGUE -

MEMBER PROTECTION POLICY

1. Introduction

The Manly Warringah District Baseball Association's State League, provides an environment for all levels of playing baseball. It is a club rich in history, continually seeing members furthering their skills whilst playing for the club. Manly has seen many graduates move onto playing for Australian, US College and US Pro teams in both men's and women's baseball. State League has a huge wealth of dedicated staff, coaches and volunteers that run the day to day tasks that keep the great tradition of baseball going here in Manly. State League is a winning organisation that expects the very best from its players and coaches whilst playing in its colours. Its aim is to continually develop the game of baseball competitively through knowledge and fitness gained in playing for Manly

Our Mission Statement

To provide our players with the most professional baseball experience possible

Our Vision

Baseball demands the best from an individual within a teamed environment. It takes great fitness and belief in one's ability to act quickly and precisely to play this game. It also takes patience, dedication and teamwork. As a club we expect players to train to improve their skills, fitness and disciplines of the game whilst recognizing that they need to make extraordinary sacrifices in their work and family commitments to do so. From those sacrifices we expect to win all the time and players will be found out by coaches and team mates when they are not doing the work to better themselves and the team they commit to

Our Club Values

Players

To play with passion and pride befitting the Manly jersey within the bounds of the rules and the spirit of the game

To train regularly with purpose and determination

To play for Manly is to embrace leadership, take ownership; don't follow, get better

Coaches

To provide every player the opportunity to excel and achieve their highest potential

To continue to learn to be able to stay up with the game

To exhibit the same character, professionalism and respect that we expect from of our players

Administration

To provide a top-notch experience at an affordable cost. Our fees are set with a humble

understanding of the costs associated with running a league of this level

To act professionally is paramount. The club will have several administrators who are strictly devoted to the needs of our coaches, players and families To run the club in line with the peak body whilst maintaining and overseeing the clubs ideals and values

Fans

To support and partake in all club activities respecting the clubs long history whilst embracing the clubs ideals and values

Purpose of Our Policy

The main objective of State League's Member Protection Policy ("policy") is to maintain responsible behaviour and the making of informed decisions by members and other participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from discrimination, harassment and abuse. Our policy informs everyone involved in 'State League' of his or her legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It also covers the care and protection of children participating in State League' activities.

3. Who Our Policy Applies To

This policy applies to everyone involved in the activities of 'State League' whether they are in a paid or unpaid/voluntary capacity and including:

- 'State League' committee members, administrators and other club officials;
- coaches and assistant coaches and other personnel participating in events and activities, including camps and training sessions;
- support personnel, including managers, physiotherapists, psychologists, masseurs, sport trainers and others;
- referees, umpires and scorers;
- players;
- members, including any life members;
- parents;
- spectators; and
- grounds person

4. Extent of Our Policy

Our policy covers all matters directly and indirectly related to 'State League' and its activities. In particular, the policy governs unfair selection decisions and actions, breaches of our code of behaviour and behaviour that occurs at training sessions, in the club rooms, at social events organised or sanctioned by the 'State League' (or our sport), and on away and overnight trips. It also covers private behaviour where that behaviour brings 'State League' or sport into disrepute or there is suspicion of harm towards a child or young person.

5. 'State League' Responsibilities

We will:

- adopt, implement and comply with this policy;
- ensure that this policy is enforceable;
- publish, distribute and promote this policy and the consequences of any breaches of this policy;;
- promote and model appropriate standards of behaviour at all times;
- deal with any complaints made under this policy in an appropriate manner;
- deal with any breaches of this policy in an appropriate manner;
- recognise and enforce any penalty imposed under this policy;
- ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies;
- review this policy every 12-18 months; and
- seek advice from and refer serious issues to our District, State or National body.

Serious issues include unlawful behaviour that involves or could lead to significant harm and includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) and any other issues that our state or national bodies request to be referred to them.

6. Individual Responsibilities

Everyone associated with 'State League' must:

- make themselves aware of the contents of this policy;
- comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- consent to the screening requirements set out in this policy, and any state or territory Working with Children checks if the person holds or applies for a role that involves regular unsupervised contact with a child or young person under the age of 18, or where otherwise required by law;

- treat other people with respect;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour; and
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour; and
- comply with any decisions and/or disciplinary measures imposed under this policy.

7. Protection of Children

7.1 Child Protection

'State League' is committed to the safety and wellbeing of children and young people who participate in 'State League' activities or use our services. We support the rights of the child and will act at all times to ensure that a child safe environment is maintained.. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure and safe environment for all participants.

'State League' acknowledges the valuable contribution made by our staff, members and volunteers and we encourage their active participating in providing a safe, fair and inclusive environment for all participants.

7.1.1: Identifying and Analysing Risks of Harm

'State League' will develop and implement a risk management strategy, which includes a review of our existing child protection practices, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the action of an employee, volunteer or another person.

7.1.2: Developing Codes of Conduct for Adults and Children

We will develop and promote a code of conduct that specifies standards of conduct and care we expect of adults when the deal and interact with children, particularly those in the our care. We will also implement a code of conduct to promote appropriate behaviour between children.

The codes will clearly describe professional boundaries, ethical behaviour and unacceptable behaviour. (See [Attachment 2](#))

7.1.3: Choosing Suitable Employees and Volunteers

'State League' will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children .This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

'State League' will ensure that Working with Children Checks and criminal history assessments are conducted for employees and volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of the screening process, 'State League' will ensure that the criminal history information is dealt with confidentially and in accordance with relevant legal requirements.

7.1.4: Support, Train, Supervise and Enhance Performance

'State League' will ensure that all our employees and volunteers who work with children have ongoing supervision; support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in 'State League' .

7.1.5: Empower and Promote the Participation of Children In Decision-Making And Service Development

'State League' will promote the involvement and participation of children and young people in developing and maintaining a child-safe environment in 'State League' .

7.1.6: Report and Respond Appropriately to Suspected Abuse and Neglect

'State League' will ensure that employees and volunteers are able to identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable ground that a child has been, or is being, abused or neglected

In addition to any legal obligations, if any person believes that another person or organisation bound by this policy is acting inappropriately towards a child or is in breach of this policy they may make an internal complaint.

Please refer to our complaints procedure in section 10 of this policy.

Any person who believes a child is in immediate danger or in a life threatening situation, should contact the police immediately.

7.2 Supervision

Children under the age of [18] must be supervised at all times by a responsible adult. We endeavour to provide an appropriate level of supervision at all times. If a member finds a child under the age of [18] is unsupervised, they should assume responsibility for the child's safety until the child's parent/guardian or supervisor is located.

For reasons of courtesy and safety, parents must collect their children on time. If it appears a member will be left alone with just one child at the end of any 'State League' activity, they will ask another member to stay until the child is collected.]

Transportation

Parents and or guardians are responsible for organising the transportation of their children to and from 'State League' activities (e.g. training and games). Where we make arrangements for the transportation of children (e.g. for away matches or overnight trips), we will conduct a risk assessment that includes ensuring vehicles are adequately insured, the driver has a current and appropriate licence for the vehicle being used and the appropriate safety measures are in place (e.g. fitted working seatbelts)].

7.4 Taking Images of Children

Images of children can be used inappropriately or illegally. We require that members, wherever possible, obtain permission from a child's parent or guardian before taking an image of a child that is not their own. We will also make sure that the parent or guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with 'State League' .

When using a photo of a child, we will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the child's parent or guardian. We will not provide information about a child's hobbies, interests, school or the like, as this can be used by paedophiles or other persons to "groom" a child.

We will only use images of children that are relevant to 'State League' activities and we will ensure that they are suitably clothed in a manner that promotes our club. We will seek permission from a child's parent or guardian before using their images.

8. Discrimination, Harassment and Bullying

'State League' is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of discrimination, harassment and bullying.

We recognise that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

8.1 Discrimination

Unlawful discrimination involves the less favorable treatment of a person on the basis of one or more of the personal characteristics protected by State or Federal anti-discrimination laws.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.

Whilst generally characterised by repeated behaviours, one off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;

- excluding or isolating a group or person;
- spreading malicious rumours; or
- psychological harassment such as intimidation.

Bullying includes cyber-bullying which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments. 'State League' will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint. (Refer to Item 10 of this policy.)

Inclusive practices

'State League' is welcoming and we will seek to include members from all areas of our community.

The following are examples of some of our inclusive practices.

9.1 People with a disability

'State League' will not discriminate against any person because they have a disability. Where it is necessary, we will make reasonable adjustments to enable participation. Baseball is a contact sport and this needs to be in the mind of the participants at all time regardless of the ability

9.2 People from diverse cultures

We will support, respect and encourage people from diverse cultures and religions to participate in our club and where possible we will accommodate requests for flexibility (e.g. modifications to uniforms).

9.3 Sexual & Gender Identity

All people, regardless of their sexuality or gender identity, are welcome at our club. We strive to provide a safe environment for participation and will not tolerate any form of discrimination or harassment because of a person's sexuality or gender identity.

Women playing in men's teams

If there is not a separate sex competition 'State League' will support women playing in men's teams. The age limit for registration is governed by the NSW State League Committee and Baseball NSW, who's rules of competition we play under.

We note that Federal anti-discrimination laws provide that it is not unlawful to discriminate on grounds of sex by excluding persons from participation in any competitive sporting activity in which the strength, stamina or physique of competitors is relevant.

10. Responding to Complaints

10.1 Complaints

'State League' takes all complaints about on and off-field behaviour seriously. 'State League' will handle complaints based on the principles of procedural fairness, and ensure:

- all complaints will be taken seriously;
- the person making the complaint (complainant) will be given full details of what is being alleged against them and have the opportunity to respond to those allegations;
- irrelevant matters will not be taken into account;
- decisions will be unbiased; and
- any penalties imposed will be reasonable.

More serious complaints may be escalated to our state or national body.

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then 'State League' may need to report the behaviour to the police and/or relevant government authority.

10.2 Complaint Handling Process

When a complaint is received by 'State League', the person receiving the complaint (e.g. Chairperson, Member Protection Information Officer) will:

- listen carefully and ask questions to understand the nature and extent of the concern;
- ask what the complainant how they would like their concern to be resolved and if they need any support;
- explain the different options available to help resolve the complainant's concern;
- inform the relevant government authorities and/or police, if required by law to do so; and
- where possible and appropriate, maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, 'State League' will assist, where appropriate and necessary, with the resolution process. This may involve:

- supporting the person complaining to talk to the person being complained about;
- bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- gathering more information (e.g. from other people that may have seen the behaviour);
- seeking advice from our district, regional, state and/or national body or from an external agency (e.g. State Department of Sport or anti-discrimination agency);
- referring the complaint to our state or national body association; and/or
- referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.

In situations where a complaint is referred to our state or national body association and an investigation is conducted, the club will:

- co-operate fully with the investigation;
- where applicable, ensure the complainant is not placed in an unsupervised situation with the respondent(s); and
- act on our state or national body association's recommendations.

At any stage of the process, a person can seek advice from an anti-discrimination commission or other external agency and, if the matter is within their jurisdiction, may lodge a complaint with the anti-discrimination commission or other external agency.

10.3 Disciplinary Sanctions

'State League' may take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must:

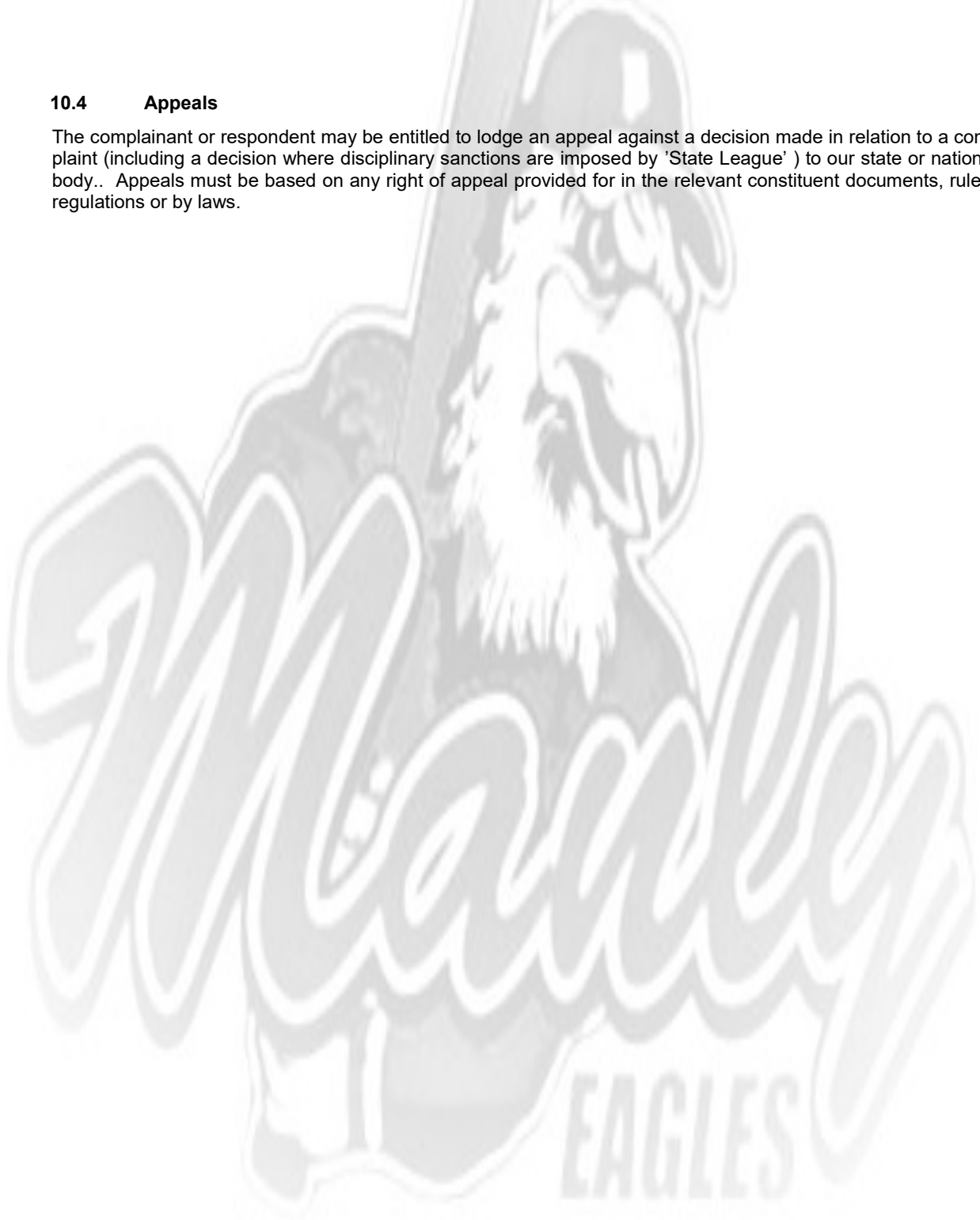
- be applied consistent with any contractual and employment rules and requirements;
- be fair and reasonable;
- be based on the evidence and information presented and the seriousness of the breach; and
- be determined by our constituent documents, by Laws and the rules of the game.

Possible sanctions that may be taken include:

- a direction that the individual make verbal and/or written apology;
- counselling of the individual to address behaviour;
- withdrawal of any awards, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our club;
- suspension or termination of membership, participation or engagement in a role or activity;
- de-registration of accreditation for a period of time or permanently;
- a fine; or
- any other form of discipline that 'State League' considers reasonable and appropriate.

10.4 Appeals

The complainant or respondent may be entitled to lodge an appeal against a decision made in relation to a complaint (including a decision where disciplinary sanctions are imposed by 'State League') to our state or national body.. Appeals must be based on any right of appeal provided for in the relevant constituent documents, rules, regulations or by laws.



Attachment 1.1: WORKING WITH CHILDREN CHECK REQUIREMENTS

Working with Children Checks aim to create a child-safe environment and to protect children and young people involved in our sport from physical and sexual harm.

They assess the suitability of people to work with children and young people and can involve:

- criminal history checks;
- signed declarations;
- referee checks; and

other relevant background checks to assess a person's suitability to work with children and young people.

Working with Children Check requirements vary across Australia. [Fact Sheets](#) for each state and territory are available on the Play by the Rules website: www.playbytherules.net

Detailed information, including the forms required to complete a Working with Children Check, are available from the relevant agencies in each state and territory.

New South Wales

Contact the Office of the Children's Guardian

Website: www.kidsguardian.nsw.gov.au/check

Phone: 02 9286 7276

Attachment 2: CODES OF BEHAVIOUR

CODE OF CONDUCT

All players selected in Manly Warringah District Baseball Assoc teams/competitions are obliged to sign the following code of conduct.

It requires that you meet high standards as a sportsman, as a team member and as an individual.

Please Read Carefully Before You Sign

As an individual participating in Manly Warringah District Baseball Assoc teams/competitions I will:

- Play by the rules of the competition
- Accept the recommendations of the competition under which I play regarding safe play and equipment
- Never argue with an official, or an umpire and accept their decisions as being fair and called to the best of their ability
- Not consume /use any unapproved substance. This includes cigarettes, alcohol chewing tobacco or drugs (other than those legally prescribed by a physician).
- Control my temper. I recognize that swearing or verbal abuse of officials other players or spectators will not be tolerated
- Be responsible for my personnel appearance, behaviour and personal hygiene
- Not cause any loss or damage to private property or cause a disturbance to others
- Behave in a polite and appropriate manner towards others
- Not invite /allow anyone other than team personnel to remain in restricted areas such as the dugout unless they have the expressed permission of the team management
- Refrain from conduct which could be regarded as harassment towards fellow players and coaches
- Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program required
- At all times avoid intimate relationships with your coach.

As a member of Manly Warringah District Baseball Assoc teams/competitions I will:

- Work hard for myself and my team
- Co-operate with my own team officials, team mates and opponents
- Be prompt for training and games

I understand that the sportsmanship required of me demands that I

- Applaud all good plays from either team
- Never deliberately distract, or provoke an opponent
- Treat all players as I would like to be treated I will not interfere with bully or take unfair advantage of any other player & will not abuse equipment (mine or others). I will not throw bats or helmets

I have read and understand the requirements of Manly Warringah District Baseball Assoc and the conduct expected of me as outlined in the commitments expressed above. I understand I will be subject to disciplinary action should I breach this agreement. MWDBA has a zero tolerance policy.

NAME.....

DATE.....

SIGNATURE.....

Attachment 3: REPORTING REQUIREMENTS AND DOCUMENTS

RECORD OF COMPLAINT

Name of person receiving complaint		Date: / /
Complainant's Name	<input type="checkbox"/> Over 18	<input type="checkbox"/> Under 18
Complainant's contact details	Phone: Email:	
Complainant's role/status in State League	<input type="checkbox"/> Administrator (volunteer) <input type="checkbox"/> Athlete/player <input type="checkbox"/> Coach/Assistant Coach <input type="checkbox"/> Employee (paid) <input type="checkbox"/> Official	<input type="checkbox"/> Parent <input type="checkbox"/> Spectator <input type="checkbox"/> Support Personnel <input type="checkbox"/> Other
Name of person complained about	<input type="checkbox"/> Over 18	<input type="checkbox"/> Under 18
Person complained about role/status in State League	<input type="checkbox"/> Administrator (volunteer) <input type="checkbox"/> Athlete/player <input type="checkbox"/> Coach/Assistant Coach <input type="checkbox"/> Employee (paid) <input type="checkbox"/> Official	<input type="checkbox"/> Parent <input type="checkbox"/> Spectator <input type="checkbox"/> Support Personnel <input type="checkbox"/> Other
Location/event of alleged issue		
Description of alleged issue		
Nature of complaint (category/basis/grounds) Can tick more than one box	<input type="checkbox"/> Harassment or <input type="checkbox"/> Discrimination <input type="checkbox"/> Sexual/sexist <input type="checkbox"/> Selection dispute <input type="checkbox"/> Coaching methods Sexuality <input type="checkbox"/> Personality clash <input type="checkbox"/> Verbal abuse Race <input type="checkbox"/> Bullying <input type="checkbox"/> Physical abuse Religion <input type="checkbox"/> Disability <input type="checkbox"/> Victimisation Pregnancy <input type="checkbox"/> Child Abuse <input type="checkbox"/> Unfair decision Other	
What they want to happen to fix issue		
Information provided to them		
Resolution and/or action taken		
Follow-up action		

PROCEDURE FOR HANDLING ALLEGATIONS OF CHILD ABUSE

If you believe a child is in immediate danger or a life-threatening situation, contact the Police immediately on 000.

Fact sheets on reporting allegations of child abuse in different states and territories are available at www.playbytherules.net.au

We will treat any allegation of child abuse or neglect promptly, seriously and with a high degree of sensitivity.

All people working with Baseball Australia, in a paid or unpaid capacity, have a duty to report any concerns to the appropriate authorities, following the steps outlined below.

Step 1: Receive the allegation

If a child or young person raises with you an allegation of child abuse or neglect that relates to them or to another child, it is important that you listen, stay calm and be supportive.

Make sure you are clear about what the child has told you	Do not challenge or undermine the child
Reassure the child that what has occurred is not his or her fault	Do not seek detailed information, ask leading questions or offer an opinion.
Explain that other people may need to be told in order to stop what is happening.	Do not discuss the details with any person other than those detailed in these procedures.
Promptly and accurately record the discussion in writing.	Do not contact the alleged offender.

Step 2: Report the allegation

Immediately report any allegation of child abuse or neglect, or any situation involving a child at risk of harm, to the police and/or the relevant child protection agency. You may need to make a report to both.

Contact the relevant child protection agency or police for advice if there is **any** doubt about whether the allegation should be reported.

Step 3: Protect the child and manage the situation

- The Complaints Officer will assess the immediate risks to the child and take interim steps to ensure the child's safety and the safety of any other children. This may include redeploying the alleged offender to a position where there is no unsupervised contact with children, supervising the alleged offender or removing/suspending him or her until any investigations have been concluded. Legal advice should be sought before any interim steps are made if the person is an employee of 'NSO'.
- The Complaints Officer will consider what services may be most appropriate to support the child and his or her parent/s.
- The Complaints Officer will consider what support services may be appropriate for the alleged offender.
- The Complaints Officer will seek to put in place measures to protect the child and the alleged offender from possible victimisation and gossip.

Step 4: Take internal action

- At least three different investigations could be undertaken to examine allegations that are made against a person to whom this policy applies, including:
 - a criminal investigation (conducted by the police)
 - a child protection investigation (conducted by the relevant child protection agency)
 - a disciplinary or misconduct inquiry/investigation (conducted by RSA).
- The RSA will assess the allegations and determine what action should be taken in the circumstances. Depending on the situation, action may include considering whether the alleged offender should return to his or her position, be dismissed, banned or suspended or face other disciplinary action.
- If disciplinary action is undertaken, we will follow the procedures set out in Clause 10 of our Member Protection Policy.
- Where required we will provide the relevant government agency with a report of any disciplinary action we take.

Contact details for advice or to report an allegation of child abuse

New South Wales Police Non-urgent police assistance Ph: 131 444 www.police.nsw.gov.au	Department of Family and Community Services www.community.nsw.gov.au Ph: 132 111
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Records and any notes must be kept in a confidential and safe place and provided to the relevant authorities (police and government) should they require them.

CONFIDENTIAL RECORD OF CHILD ABUSE ALLEGATION

Before completing, ensure the procedures outlined in *Procedure for Handling Allegations of Child Abuse* have been followed and advice has been sought from the relevant government agency and/or police.

Complainant's Name (if other than the child)			Date Formal Complaint Received: / /
Role/status in sport			
Child's name			Age:
Child's address			
Person's reason for suspecting abuse (e.g. observation, injury, disclosure)			
Name of person complained about			
Role/status in sport	<input type="checkbox"/> Administrator (volunteer) <input type="checkbox"/> Athlete/player <input type="checkbox"/> Coach/Assistant Coach <input type="checkbox"/> Employee (paid) <input type="checkbox"/> Official	<input type="checkbox"/> Parent <input type="checkbox"/> Spectator <input type="checkbox"/> Support Personnel <input type="checkbox"/> Other	
Witnesses (if more than 3 witnesses, attach details to this form)	Name (1): Contact details: Name (2): Contact details: Name (3):		
Interim action (if any) taken (to ensure child's safety and/or to support needs of person com-			
Police contacted	Who: When: Advice provided:		
Government agency contacted	Who: When: Advice provided:		
President and/or MPIO contacted	Who: When:		
Police and/or government agency investigation	Finding:		
Internal investigation (if any)	Finding:		
Action taken			
Completed by	Name: Position: Signature: / /		
Signed by	Complainant (if not a child)		

Attachment 4: Travelling Teams

Travelling to other states or territories

It is important to remember that when travelling to other states or territories, representatives of sporting organisations must comply with the legislative requirements of that particular state or territory.

In certain jurisdictions, temporary, time limited exemptions from working with children checks may be available for interstate visitors with a Working with Children Check in their home state.

The laws providing interstate exemptions are not consistent across Australia.

If an employee or volunteer for your club is travelling interstate to do work that would normally require a working for children check, you will need to check the relevant requirements of that state or territory.

Attachment 5: Age Limits

The age limit for registration is governed by the NSW State League Committee and Baseball NSW, who's rules of competition we play under.

Attachment 6: Selection Policy

Selection decisions will be based mainly on performance, however they will also consider:

- attendance at competition, training and 'State League' / team events (commitment)
- good sportsmanship (values)
- abiding by 'State League' Code of Behaviour on and off the field (behaviour).

In addition, players or athletes:

- must be financial members of 'State League'
- will be selected on their performance, commitment, values and behaviour, not their personal characteristics or attributes (e.g. race, sexuality, religion)
- may be precluded from selection if there is a concern about their ability to compete safely or if their participation poses a risk to others
- backing up other teams as bench players
- Players will be informed in writing of the preseason dates, location
- Selectors will be appointed by the committee and be responsible for pre-season selection decisions

- Where possible, there will be more than one selector, especially where parents, partners or other family members are involved.
- As requested, or as necessary, players will be provided with reasons for non-selection and areas to improve in order to be considered for selection.
- Coaches will be responsible for all decisions about team selection once the season commences.
- Selection criteria will be reiterated during the season so that players are clear about the how teams competing in the finals will be chosen.
- Concerns about team selection should be discussed with selectors/coach in the first instance. A formal written complaint to 'State League' committee should be made if these concerns cannot be resolved and the player believes s/he has not been treated in accordance with the selection policy.

Selectors

- Ensure players are informed about and understand the selection criteria and processes.
- Make fair and unbiased decisions based on the selection criteria.
- Will be made up of the 'State League' Head Coach and the respective grade coaches

Players

- Make yourself familiar with the selection criteria and clarify any concerns with the club prior to trials.
- Talk with your coach about any concerns and seek feedback about how to improve your performance.