QUEENSLAND GIRLS
Secondary Schools
Sports Association

Child Safe Code of Conduct

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Queensland Girls Secondary Schools Sports Association Inc
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Established 1908 – Performance, Participation, Tradition & Innovation

1.0 Purpose

The Queensland Girls' Secondary Schools Sports Association (**QGSSSA**) Child Safe Code of Conduct sets the behavioural expectations for all adults involved in QGSSSA activities to ensure safe, respectful and supportive environments for all students.

This Code supports QGSSSA's commitment to the safety, wellbeing and empowerment of children and young people and applies in conjunction with the *QGSSSA Child Safe Framework* and *QGSSSA Child Safety and Wellbeing Policy*.

2.0 Scope

This Code applies to all adults involved in QGSSSA activities, whether paid or unpaid, on-site, off-site, during travel or online, when acting in a QGSSSA capacity, including:

- Board members
- staff and contractors
- volunteers (including parents/guardians when volunteering)
- officials and convenors
- team managers and coaches (when operating within QGSSSA environments)
- third-party providers engaged by QGSSSA

3.0 Guiding Principle

All adults must prioritise the safety and wellbeing of students above all other considerations and must actively contribute to a child safe culture grounded in children's rights and participation.

4.0 Expected Behaviours

All adults must:

4.1 Respect and Inclusion

- treat all students with dignity, fairness and respect and uphold their rights
- promote an inclusive and culturally safe environment including Aboriginal and Torres Strait Islander students and those with diverse abilities, cultures, genders and sexualities
- model positive and respectful behaviour at all times
- value and listen to student voice
- maintain professional boundaries, avoiding favouritism, gifts or overly personal interactions.

4.2 Safety and Supervision

- follow all supervision and duty of care requirements
- remain vigilant to risks to student safety and wellbeing and intervene early in unsafe situations
- follow event and venue safety procedures, including change-room protocols and injury management
- comply with the *QGSSSA Risk Management and Compliance Policy*

4.3 Professional Conduct and Interactions

- use appropriate language and behaviour at all times (never swear, use derogatory remarks or comment on a student's body or appearance)
- only use non-intrusive, appropriate physical contact necessary for instruction or safety and explain the reason to the student
- ensure interactions with students are transparent and, wherever practicable, observable by others; avoid one-to-one situations
- use change room facilities appropriately in line with event procedures
- comply with photography and digital communication guidelines
- follow all reasonable directions from QGSSSA officials

4.4 Reporting Obligations

- immediately report any concern, suspicion or disclosure of harm to the designated QGSSSA official/event convenor and the relevant school representative
- escalate risks to student safety without delay
- comply with any mandatory reporting obligations where applicable
- cooperate with any child safety investigation and maintain confidentiality as required

Failure to report concerns may constitute a breach of this Code.

4.5 Use of Technology and Social Media

- use digital platforms responsibly and through approved channels
- not engage in private online communication with students unless authorised, necessary for the role and transparent
- do not "friend", "follow", or direct message students on personal accounts
- comply with QGSSSA social media, photography and image consent requirements and protect student personal information

5.0 Prohibited Behaviours

The following behaviours are strictly prohibited.

Adults must not:

- engage in any form of child abuse, grooming or exploitation
- use language or behaviour that is inappropriate, harassing, discriminatory or intimidating
- develop inappropriate personal relationships with students
- be alone with a student in secluded or unsupervised situations where avoidable
- exchange personal contact details with students outside approved channels
- photograph or film students in change rooms or other private areas
- ignore or deliberately fail to report a child safety concern
- consume alcohol or drugs in a way that impacts their duty of care at QGSSSA activities

6.0 Child Abuse Awareness

Child abuse can occur in many environments including the home, school and sporting settings. Individuals involved in sport often have regular contact with children and young people and may therefore play an important role in recognising concerns about a child's safety or wellbeing.

All adults involved in QGSSSA activities must remain vigilant to signs of abuse, harm or inappropriate behaviour and must report any concerns in accordance with the QGSSSA Child Safety and Wellbeing Policy.

Where a student has experienced harm outside the sporting environment, participation in sport may support their wellbeing and confidence. QGSSSA will work with the relevant member school to ensure appropriate support is provided where concerns are identified.

7.0 Good Practice Guidelines

All adults are expected to demonstrate exemplary behaviour when working with students.

The following practices support safe, respectful and positive sporting environments:

Adults involved in QGSSSA activities should:

- work in open environments and avoid private or unobserved situations wherever possible
- treat all students equally with dignity and respect
- always prioritise the welfare of students
- maintain appropriate professional boundaries

- build positive relationships based on trust while empowering students to participate in decision-making
- promote enjoyment, fair play and positive sporting experiences
- provide physical assistance only where necessary for safety or instruction and in a manner that is appropriate, explained and observable
- keep skills, qualifications and required accreditation up to date
- involve parents or guardians in activities and decisions where appropriate
- model appropriate behaviour at all times, including responsible conduct in the presence of students
- provide constructive feedback and avoid negative or humiliating criticism
- recognise the developmental needs of students and avoid excessive training or pressure
- ensure emergency contact information is maintained where required
- obtain appropriate parental consent where medical treatment or emergency action may be required
- maintain appropriate records where injuries or incidents occur.

8.0 Practices to be Avoided

The following practices should generally be avoided unless there is a genuine emergency or unavoidable circumstance and the situation is known to a responsible QGSSSA official or the student's parent or guardian:

- spending excessive time alone with a student away from others
- transporting a student to or from an event without prior approval or appropriate supervision arrangements.

9.0 Practices Never to be Sanctioned

The following behaviours are strictly prohibited:

Adults must never:

- engage in rough, physically aggressive or sexually suggestive games with students
- share accommodation or a room with a student unless part of an approved and supervised school arrangement
- allow or engage in inappropriate touching
- make sexually suggestive comments or jokes toward a student
- use humiliation, intimidation or emotional control as a form of discipline
- ignore, dismiss or fail to report allegations raised by a student
- perform personal tasks for students that they can reasonably do themselves
- invite students to stay at a private residence without appropriate supervision and organisational approval.

The following incidents must be reported and recorded:

- if a student is accidentally injured by an adult during an activity
- if a student appears distressed following an interaction
- if a student appears to misunderstand or misinterpret an adult's actions
- if a situation occurs that may be perceived as inappropriate.

10. Photography and Filming

This section should be read in conjunction with the QGSSSA Media Policy.

Photography and filming may occur at sporting events for legitimate purposes such as media coverage, coaching or event promotion. However, all adults must ensure that photography and filming practices respect student safety and privacy.

All adults must:

- comply with QGSSSA media and image consent requirements
- avoid capturing images in change rooms or other private areas
- report any concerns about inappropriate photography or filming.

Any images or recordings taken as part of official activities must be stored and used responsibly.

11. Transporting Children and Young People

Adults involved in QGSSSA activities should not transport students, other than their own children, without prior consent from the student's parent or guardian and appropriate approval.

Where emergency or unforeseen circumstances require a student to be transported, the following safeguards must apply:

- the parent or guardian should be contacted before transportation where possible
- another responsible adult should be informed of the situation
- departure and arrival times should be communicated
- the student should be seated in the back seat with a seatbelt fastened
- the driver should travel directly to the agreed destination without unnecessary stops.

12. Responsibilities of Leaders

QGSSSA leaders, staff, conveners and officials have additional responsibilities to:

- model child safe behaviour and champion a child-safe culture
- ensure all adults understand their obligations before commencing an activity and promote awareness of this Code
- address concerning behaviour early and support students to raise concerns

- ensure safe event environments, including risk assessment and risk controls
- escalate risks promptly and ensure procedural fairness in any management of concerns

13. Raising Concerns

- report behaviour inconsistent with this Code to the event convenor/official and the relevant member school contact in accordance with the QGSSSA Child Safety and Wellbeing Policy.
- if a student is in immediate danger, contact emergency services (000).
- external escalation may include relevant child protection authorities or police, consistent with mandatory reporting laws.

14. Breaches of the Code

Breaches of this Code will be taken seriously and may result in:

- removal from the event
- termination of engagement
- referral to the member school
- referral to regulatory or law enforcement authorities
- other disciplinary action as appropriate

Serious breaches involving risk of harm to a child will be escalated immediately in accordance with QGSSSA Child Safety and Wellbeing Policy. All concerns will be managed fairly and in line with principles of procedural fairness.

15. Review

This Code will be reviewed annually and updated as required to align with legislation, the National Principles for Child Safe Organisations and best practice.

16. Acknowledgement

All adults involved in QGSSSA activities may be required to acknowledge that they have read, understood and agree to comply with this Child Safe Code of Conduct.

VERSION CONTROL TABLE			
VERSION CONTROL	**DATE EFFECTIVE**	**APPROVED BY**	**AMMENDMENT**
1	23/03/2026	Executive	Initial policy document
2	27/05/2026	Board	Updated with legal advice