



Child Safe Organisations

Week 4

April 2026

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Agenda

- 1 Welcome & housekeeping
- 2 National Principle 8
- 3 Risk Management
- 4 Physical & online environments
- 5 Risk Management & Risk Register
- 6 Scenarios
- 7 Resources & Next steps

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Acknowledgement of Country

QTF respectfully acknowledge the Traditional Owners and Custodians of the lands on which we gather, work and volunteer in across Queensland. We acknowledge their continuing connection to lands and waterways and pay our respects to Aboriginal and Torres Straits Islander Elders past, present and emerging and extend that respect to all Aboriginal and Torres Strait Islander peoples joining us today.





02

National Principle 8

Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.

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National Principle 8:

Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.



Goal

We consistently assess potential risks to children and young people in our club environments, including online, and we implement plans to protect them.

Creating environments that actively prevent harm—not just respond to it

Assess and manage risks within your physical and online environments

Develop risk management plans that consider child safety for settings, events and activities

Engage people and partners that understand and align with your club's commitment to protecting children and young people

Safety is built into touch football environments—not left to chance.



What children and young people should be saying in our club

My club is a safe place to be.

I can talk to someone I trust if I see something inappropriate in my club.

I know there are rules for the children and adults in my club when online.

I know what to do if I don't feel safe online.





What is Risk Management

Risk management in touch football environments is the process of identifying, assessing, and reducing potential risks that could cause harm to participants—particularly children and young people—across both physical settings (eg fields, changerooms, travel) and online spaces (eg communication platforms, social media).

Effective risk management in your Association:

- Helps prevent harm before it occurs, rather than just responding after incidents
- Reduces opportunities for unsafe situations (eg unsupervised one-on-one interactions)
- Creates safer, more structured environments for children and young people
- Supports volunteers and staff to make consistent, informed decisions
- Demonstrates a proactive commitment to child safety and wellbeing



Physical environments

Assess and manage risks

Committees must actively manage physical environments to keep children safe by reducing risks, improving visibility, and ensuring spaces are well planned, maintained and supervised.

Effective management requires proactive planning, regular risk assessments and clear expectations for how physical spaces are used during training, competitions, carnivals and travel.

- Physical risks are identified through regular venue and facility risk assessments
- Supervision plans are in place for training sessions, competitions and carnivals
- Change rooms, toilets and medical areas maximise visibility and privacy
- Lighting, access points and isolated spaces are reviewed and improved where needed
- Clear boundaries exist between adult and child spaces and activities
- Risks are reassessed whenever venues, programs or participation levels change
- Feedback, incidents and near misses are used to improve future planning



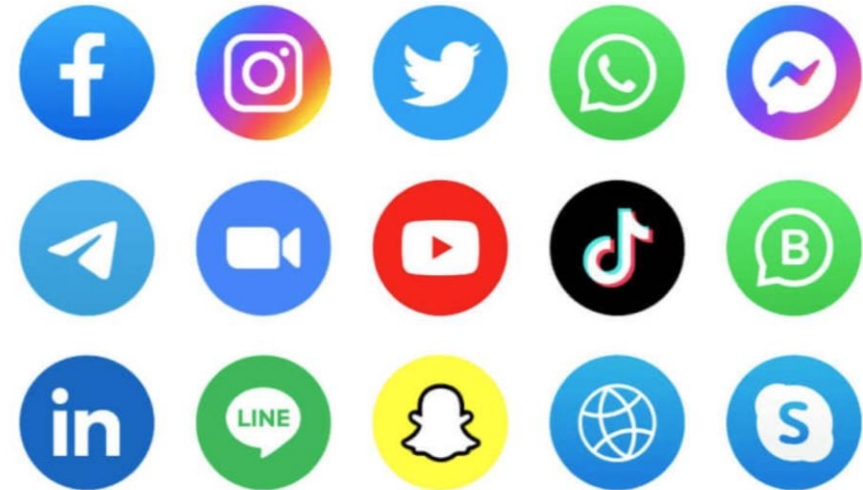
Online environments

Assess and manage risks

Assessing online risks is essential to safeguarding children and young people in modern sporting environments where much communication happens digitally. Committees need to actively review how online platforms are used and ensure clear safeguards are in place.

Key points:

- Review use of platforms such as team apps, messaging services, websites and social media
- Identify risks like inappropriate contact, cyberbullying, privacy breaches and unmoderated communication
- Understand who can communicate with children and how those interactions are monitored
- Ensure clear rules and safeguards are in place to reduce risk and promote safe, transparent engagement
- Clearly communicate expectations so everyone knows what is acceptable and unacceptable online





Risk Management Plan & Risk Register

A **Risk Management Plan** details how the Committee will manage risks overall - how to identify, assess, respond, and monitor. It is the framework, procedures, and rules for risk management.

The **Risk Register** is a list with each individual risk, its details and strategies to minimise risk.

The plan is strategic and stable, whereas the register is operational and is constantly changing.

Both are important for managing risk in touch football environments.

Risk Management Plan

[Association Name]

Approved by Board: _____

Date: _____

Review Date: _____

1. Purpose

This Risk Management Plan sets out how the Association identifies, assesses, manages and monitors risks to protect participants, officials, volunteers and the organisation, with particular regard to the safety and wellbeing of children and young people.

ID	Risk Description	Causes	Impact	Likelihood	Consequence	Risk Rating	Controls & Mitigation Strategies	Likelihood	Consequence	Residual Risk Rating
1	Inappropriate person is recruited to Committee, coaching or leadership position within the Association	No recruitment and screening processes in place	Children exposed to risk of harm by inappropriate individual	Possible	Major	High	Compliance with Blue Card Services requirements EOI/Application includes screening questions from TFA Safeguarding Policy Pre-employment/ volunteer reference check includes asking about child safety	Unlikely	Major	Moderate
2	Parent taking photos and videos at competition, posting to social media	Parents not educated and unaware of Association expectations	Children at risk of being identified online	Almost Certain	Moderate	Extreme	Clear photography and media policy in place Parents and spectators are informed about image capturing and sharing Consent forms required and actively managed	Unlikely	Moderate	Moderate
3	Coach communicating with minors	Coach not educated and unaware of Association expectations	Possible grooming	Possible	Major	High	Approved communication channels between coaches and juniors All communication is visible to parents/guardians or team groups only Coaches are educated on child safe practices and have completed Safeguarding induction Coaches have Blue Card and are linked to Association on BCS Portal	Unlikely	Major	Moderate
4	Minor is left alone with an adult - unsupervised 1 on 1 interaction	Coach not educated and unaware of Association expectations	Safeguarding risk Emotional impact on child Coach in a high risk situation with no witnesses Reputational risk to Association	Possible	Major	High	Association establish a policy for late child pick-ups after training or games, including: *Minimum number of adults required to supervise *Escalation process exists when parents cannot be contacted *Parent communication, sign-out procedures, supervision protocols Coaches are educated about Child Safe Practices and expectations	Rare	Major	Moderate

Risk Register

Policy in action



The log or database containing specific, individual risks and mitigation strategies.

A risk register is essential as it documents risks, impacts and controls, helping committees make informed decisions, track emerging issues and demonstrate strong child-safe governance.

The Register uses likelihood and consequence to assess and prioritise risks for effective management and control.

Likelihood			
Level	Likelihood	Description	Probability
1	Rare	May occur only in exceptional circumstances. Would not be seen more than once every 5+ years	<5%
2	Unlikely	Low likelihood, but not impossible. May occur once every few years.	5% - 20%
3	Possible	May occur, but infrequently. May occur once every 12 months.	21% - 50%
4	Likely	More likely to occur than not. Happens regularly, even if sporadically.	51% - 80%
5	Almost Certain	Highly likely to occur on a regular basis. Could be reasonably expected at every competition/ event.	>81%

Matrix						
		CONSEQUENCE				
		Insignificant	Minor	Moderate	Major	Severe
		1	2	3	4	5
Almost Certain	5	Moderate	High	Extreme	Extreme	Extreme
Likely	4	Moderate	Moderate	High	Extreme	Extreme
Possible	3	Low	Moderate	Moderate	High	Extreme
Unlikely	2	Low	Low	Moderate	Moderate	High
Rare	1	Low	Low	Low	Moderate	Moderate

Consequence			
Level	Descriptor	Health & Safety Consequences	Other Potential Consequences
RISK EVALUATION TABLE			
		RISK LEVEL	RISK SCORE
1			
2	Extreme		23-25
3	High		17-22
4	Medium		8-16
5	Low		1-7
		Stop activity immediately. Grave risk. Risk not acceptable: <ul style="list-style-type: none"> Immediate urgent action and involvement required at senior/executive management level to control the risk. The responsible manager (risk owner) for the risk is to actively manage the approved risk treatments. Frequent monitoring and reporting to senior management of the progress of risk treatments is required. 	
		Stop activity immediately. Risk not acceptable: <ul style="list-style-type: none"> Requires senior management attention and management responsibility to be specified to control the risk. The responsible manager (risk owner) for the risk is to actively manage the approved risk treatments. Frequent monitoring and reporting of the progress of risk treatments is required. 	
		Risk not acceptable. Scheduled management action required: <ul style="list-style-type: none"> Risk can be managed locally by specific monitoring or response procedures. Responsible manager (risk owner) is to approve and manage risk treatments or approve tolerating the risk without further treatment where appropriate. Monitoring and reporting of the progress of risk treatments is required. 	
		Scheduled corrective actions as part of normal operations: <ul style="list-style-type: none"> The risk can be managed by routine procedures or established controls. Risk owner to implement treatments or approve tolerating the risk without further treatment where appropriate. Risk monitoring and reporting on an as needed basis. 	



Child Safe Risk Register

Policy in action

Describes the risk in detail

Should list the main effects if the risk occurs

Consequence if risk eventuates using risk matrix consequence descriptors.

Controls and mitigation strategies briefly describe the activities to treat the risk to reduce the likelihood and/or consequence.

Risks are re-rated based on the risk actions being fully implemented. Target rating is sometimes referred to as 'Residual Risk'.

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An ID will help track the risk

Causes should list reasons why the risk might eventuate.

Likelihood of risk eventuating using risk matrix likelihood descriptors.

Likelihood + Consequence = Risk Rating

Likelihood and Consequence are reassessed considering Controls and Mitigation Strategies. If Risk Rating is still to high additional Controls and Strategies should be implemented.

Scenarios

Policy in action



A parent arrives at a junior competition and begins taking photos and short videos of multiple games. They post them to social media, tagging the venue and using some children’s first names. Another parent raises concerns that their child’s image is being shared publicly without consent.

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A coach regularly messages junior players directly via social media to check in and provide feedback after training. Some messages occur late at night and include informal conversation unrelated to sport. One parent is uncomfortable but unsure if it is appropriate to raise it.

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3	Coach communicating directly with minors, no Assoc or parental oversight	Coach not educated and unaware of Association expectations	Possible grooming Risk of harm to child	Possible	Major	High	Approved communication channels between coaches and juniors All communication is visible to parents/guardians or team groups only Coaches are educated on child safe practices and have completed Safeguarding induction Coaches have Blue Card and are linked to Association on BCS Portal	Unlikely	Major	Moderate

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Scenarios

Policy in action



After a junior touch football training session, most parents arrive on time to collect their children. However, one child is still waiting 20–30 minutes after the session has ended. The only remaining adult at the venue is the team coach, who stays with the child while trying to contact the parents. The coach is unsure how long they should remain at the venue and whether they are allowed to transport the child home if contact cannot be made.

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Child Safe Risk Register

Template



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QTF Risk Management template

Includes an instruction page

Provides examples from previous workshops

Can be adapted to include additional operational areas

NB: The template is provided as an example only – Associations are responsible for creating their own Risk Management Plans and Registers based on individual local environments.

Resources

Supporting delivery

Resources

<https://qldtouch.com.au/child-safe-organisations-resources>

Frequently asked questions (FAQs)

<https://qldtouch.com.au/child-safe-organisations-faqs/>



Next Steps – National Principle 8

Principle in practice



Your Association should have:

A section in the **Safeguarding of Children and Young People Policy** that focuses on how the club will keep children and young people safe in physical environments – Child Safe Practices

Guidance on the proper use of digital communication, helping children and young people stay safer online – **induction information**

A **Risk Management Plan** and **Child Safe Risk Register** – templates provided

A **standing item** on the Management/ Executive meeting **agenda** addressing safeguarding risks.

REMEMBER:

Safe environments are designed intentionally

- Touch football has unique risks
- Online safety is as important as physical safety
- Committees lead through systems and culture

QUESTIONS?

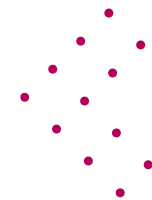


WEEKLY ZOOM DROP IN – [CLICK HERE TO JOIN](#)

Every Thursday – 10:00am-11.00am

Next session **Thursday 23 April 2026**

Zoom Drop In available for all Affiliate committees and/or staff seeking support with Child Safeguarding implementation



Thank You



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