

Guide for responding to safeguarding concerns at the QAS



IF THERE IS AN EMERGENCY OR SOMEONE IS IN IMMEDIATE DANGER CALL 000.

RECOGNISE



IF YOU OBSERVE SOMETHING

IF YOU ARE TOLD SOMETHING

RESPOND



- Provide a safe and confidential space
- Believe them
- Listen, avoid asking questions especially those that may be misleading
- Reassure them they did the right thing
- Remind them:
 - it's not their fault
 - that you will take it seriously
 - they don't have to tell you the whole story
 - they can always go directly to the police
 - there are professional support services available (Lifeline, Beyond Blue, AIS Mental Health Referral Network)

RECORD



- Keep notes of the information you have gathered. Handwritten notes are great.
- Make sure you get as much detail as possible. (What, when, where, who)
- Keep the original notes and copy them in case they are needed in an investigation
- Remember, you can not photograph or video a child or young person on your phone without parental consent; notes need to be absent of photos and video.

RAISE



Contact the QAS Integrity Manager (QAS.safeguarding@dtis.qld.gov.au) for advice on the most appropriate steps to take and support with reporting your concern. You can also speak to your QAS Line Manager for guidance, if required.

REPORT



To report the concern, you can:

- Complete the QAS Safeguarding Report Form via the QR code, or
- Report it in person to the QAS Integrity Manager (QAS.safeguarding@dtis.qld.gov.au)

Additionally, if it is appropriate, you can support the person involved to complete the form themselves.

REPORTING TO AUTHORITIES

If you suspect on reasonable grounds that a child or young person was, is at risk, or is being abused and/or neglected you must report to the Queensland Police Service by calling Policelink on 131 444 and/or to Child Safety (<https://secure.communities.qld.gov.au/cbir/home/ChildSafety>) without delay.

You can speak with the QAS Integrity Manager to help determine if the matter must be reported to Child Safety, the Queensland Police Service and/or Sport Integrity Australia (<https://www.sportintegrity.gov.au/contact-us/make-an-integrity-complaint-or-report>).

REMEMBER: If at any point you, or the people involved are not comfortable escalating the matter internally, there are a number of external options available.

These include:

- The DTIS Integrity Manager ethics@dtis.qld.gov.au
- The NSO Integrity Manager (for the relevant sport)
- The AIS Be Heard – 1800 565 965 or the Online Form

REACH OUT for support for you via your Line Manager or Employee Assistance Program.



Thank you for playing your role in keeping our QAS supported athletes safe.