

MPIO = Member Protection Information Officer  
 GA = Gymnastics Australia  
 S/T = State/Territory Association  
 MPP = GA Member Protection Policy  
 CSP = GA Child Safe Policy  
 CSR = Child Safe Representative

## Child Safe Policy (Attachment B)

### Flow Chart Summary of Attachment A - Procedure for Reporting and Responding to Child Abuse Allegations



Allegations of breaches not relating to child safety

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Please refer to the GA Member Protection Policy Part D: Complaint Handling Procedure

**Step 1: RECEIVING THE ALLEGATION**

**Step 1a.** Receiving the allegation from a child or young person

**Step 1b.** Receiving the allegation from an adult

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

**NOTE:** It is important to ensure that the Handling Organisation supports all Personnel, Members, Respondents, Children and Affiliated Clubs throughout the entire process.

**Step 2: REFER THE ALLEGATION TO RELEVANT BODY (where appropriate)**

**Club**  
Please contact your relevant Club MPIO or CSR

**State/Territory**  
Please contact your relevant S/T Association  
[\[Click Here\]](#)

**National**  
Please contact GA at [childsafety@gymnastics.org.au](mailto:childsafety@gymnastics.org.au)

**NOTE:** Allegations of breaches to the CSP should be dealt with at the relevant level;

- club level or involves people operating at the club level
- state/territory level or involves people operating at the state level
- GA matters that relate to or occur at the national level or the most serious club or S/T Matters

**Step 3: MAKE AN ASSESSMENT AS TO WHETHER TO REPORT ALLEGATION TO EXTERNAL AUTHORITY**

Decision: Criteria Satisfied YES

Decision: Criteria NOT Satisfied

**Step 4a: REPORT THE ALLEGATION TO AUTHORITIES**

Police &/or Child protection agency

OR

Senior Member of Personnel

OR

Authorised Person

**Step 4b: INFORM MANAGEMENT OF THE ALLEGATION (Internally)**

**Step 5: RECORD THE ALLEGATION**

**Step 6: CONDUCT A RISK ASSESSMENT**

Determine: Critical Allegation

Determine: Non-Critical Allegation

**Step 7: Determine whether the respondent is connected to the Organisation**

Not Connected (NO) → PROVIDE SUPPORT

Connected (YES) ↓

**Step 8: IMPLEMENT SAFETY MEASURES**

**Step 9: COMMUNICATION OF COMPLAINT**

RELEVANT S/T REPORTABLE CONDUCT ORGANISATION (where applicable)

Governing Body (GA, S/T)

Respondent

**Step 10: PROVIDE SUPPORT**

Low Risk – Medium Risk / Non - Critical Allegations
High Risk / Critical Allegations

**Step 11: INVESTIGATION/COMPLAINTS HANDLING**

**INFORMAL COMPLAINT**  
Follow the details in Attachment D1A of the MPP Section 14

Conduct an **INTERNAL INVESTIGATION**      Appoint an **INDEPENDENT EXTERNAL INVESTIGATOR**

Refer to Section 15.2(e) of the MPP when deciding whether to conduct an internal or external investigation  
Follow the details in Attachment D3 of the MPP Section 17

**NOTE:** Part D of the Member Protection Policy also includes details relating to the;

- Discipline Committee (Section 18) and
- Appeals By Law (section 19)

**Step 12: COMMUNICATION OF OUTCOME**

GYMNASTICS AUSTRALIA

EXTERNAL AGENCY (where applicable)

RESPONDANT

And OR

COMPLAINANT

S/T ASSOCIATION

AFFILIATED CLUB (where applicable)