

LEEDERVILLE SPORTING CLUB POLICY

Safety and supervision of children on the Club's premises

PURPOSE

The purpose of this policy is to provide guidance and advice to members, guests and staff (including Committee members) regarding the safety and supervision of children at the Club's premises. It should be read in conjunction with the requirements of the *Liquor Control Act 1988 (Act)* and does not detract from or alleviate staff or the Committee's responsibilities under that Act or other legislation.

AUTHORITY

The authority to develop policy arises from clause 15((b)(vi) of the Club's Constitution, empowering the committee to regulate and control the transaction of business, the requirements of the Town of Cambridge and the relevant occupational health and safety legislation.

APPLICATION

1. Children must wear shoes at all times unless playing bowls on the greens. Whilst the Club endeavours to clean up all spills as soon as possible, the Club allows glass throughout the premises and it is not always possible to pick up all shards after a glass break, especially on lawned areas.
2. All children must be accompanied by, and under the supervision of, a responsible adult at all times whilst that child is on the premises.
3. The Club will maintain signage on the premises and regularly communicate to members and their guests about their responsibilities regarding children and equipment in various areas across the premises. Ball games, including kick to kick, should take place in the adjacent Holyrood Park only.
4. Children shall be directly supervised by a parent or guardian when using the bathroom facilities. Use of the universally accessible toilet facilities is restricted to parents using the changing facilities, or children and adults who have a need for the accessible facilities. Members and guests are reminded that not all impairments are visible.
5. Should a child of a member or guest exhibit disorderly behaviour, including not following written or verbal directions from staff, the parent or guardian of that child will be identified by staff. Staff will advise both the child and the parent of the direction (first notification).
6. If the child of a member or guest continues to engage in disorderly behaviour, the Duty Manager will take over discussions and inform the parent AND the member responsible for the booking (if there is a booking and the parent is a guest of the member) that if the disorderly behaviour occurs again, the member or guest, their children and the group (if in a booking or event) may be asked to leave the premises (second notification).
7. If the child of a member or guest continues to engage in disorderly behaviour, the Duty Manager will ask the member or guest, their children and the group (if in a booking or event) to leave the premises (third notification).
8. If a member or guest is asked to leave the premises or a part of the premises and refuses, or having left the premises returns to the premises prior to closing, the Duty Manager may request Police assistance if necessary to enforce the request to leave the premises.

9. The member or guest that has been asked to leave the premises, is free to return the following day (see below for continued or regular inappropriate behaviour where a period longer than one day may apply).

CONTINUED OR REGULAR INAPPROPRIATE BEHAVIOUR BY CHILDREN

If a staff member considers a member or guest, or a child of the member or guest is regularly or habitually engaging in inappropriate behaviour contrary to the Code of Conduct, signage or staff directions, they may make a report to the Club Manager.

If the Club Manager considers any member, guest or child's behaviour is contrary to the Code of Conduct, the Club Manager should prepare and submit a report to the committee as soon as reasonably practicable. If the matter urgent, the matter may be referred to the staff liaison officer or President for immediate attention.

If the report identifies a member, the Committee will deal with the report as a complaint about a member in accordance with the Constitution. This may involve an investigation and a decision of the Committee to suspend or cancel the member's membership.

INFORMATION

Please contact the Committee for more information or any clarification on this policy.