Brisbane City FC Safeguarding Policy

Effective date: 1 Jan 2026 **Applies to:** All Brisbane City FC employees, coaches, volunteers, contractors, board members, and anyone else engaged by the Club who may come into contact with children, young people, or adults at risk through Club activities

This Policy is informed by Football Australia's National Member Protection Framework: Safeguarding Policy and the National Principles for Child Safe Organisations, and is intended to meet the Club's obligations as a football entity operating in Queensland, including under the Queensland Child Safe Organisations Act 2024.

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1. Our Commitment

1.1 Brisbane City FC has a zero-tolerance approach to the abuse, harm or neglect of children, young people and adults at risk, in any form, at any level of the Club.

1.2 The safety and wellbeing of children, young people and adults at risk comes before any other consideration, including football results, reputation, or the interests of any individual.

1.3 This commitment applies to every person engaged by or on behalf of the Club — whether paid, volunteer, contracted, or holding a governance role — regardless of seniority.

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2. Scope and Definitions

2.1 For the purposes of this Policy:

- **Child / Young Person** means a person under 18 years of age.
- **Adult at Risk** means a person aged 18 or over whose ability to protect themselves from harm, exploitation or neglect may be compromised due to disability, illness, age, or other circumstance, consistent with Football Australia's definition.
- **Child Abuse** includes physical, sexual, emotional and psychological abuse, neglect, grooming, and exposure to family or domestic violence.
- **Covered Person** means any Employee, coach, volunteer, contractor, board member or other person engaged by the Club in a role involving contact with, or responsibility for, children, young people or adults at risk.

2.2 This Policy applies to all Club activities, including matches, training sessions, travel, camps, social events, and online interactions (including team group chats and social media) connected to the Club.

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3. Our Approach: Aligned to the National Principles for Child Safe Organisations

Brisbane City FC commits to embedding the ten National Principles for Child Safe Organisations across the Club:

1. **Leadership and culture**: Child safety and wellbeing is embedded in the Club's governance, with oversight from the Board.
2. **Equity and diverse needs**: Policies and practices account for the different needs of all children, including Aboriginal and Torres Strait Islander children, children with disability, and children from culturally and linguistically diverse backgrounds.
3. **Family and community involvement**: Parents, carers and the broader Club community are informed about, and encouraged to engage with, the Club's safeguarding practices.

4. **Participation**: Children and young people are given age-appropriate opportunities to raise concerns and are taken seriously when they do.
5. **Suitable and supported people**: Covered Persons are screened before engagement and supported on an ongoing basis to understand their safeguarding responsibilities.
6. **Child-focused complaints processes**: Concerns are handled promptly, sensitively, and with the child's best interests as the central consideration.
7. **Ongoing education**: Covered Persons receive safeguarding training appropriate to their role, on commencement and periodically thereafter.
8. **Safe physical and online environments**: Risks in Club facilities, travel arrangements, and online communication channels are identified and minimised.
9. **Continuous improvement**: This Policy and the Club's safeguarding practices are reviewed regularly.
10. **Documentation**: This Policy, and related procedures, are recorded and made available to anyone who needs them.

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4. Screening and Eligibility to Work with Children

4.1 All Covered Persons whose role involves direct or regular contact with children or young people must hold a valid Queensland Working with Children Check (Blue Card) or equivalent, before commencing that role, and must maintain it for as long as they hold the role.
4.2 The Club will verify Blue Card status before a Covered Person commences duties and will periodically re-check status in accordance with Queensland requirements.
4.3 A person who has a Blue Card application refused, or who fails to disclose a relevant conviction or disciplinary finding, must not be engaged or must be stood down immediately from any role involving contact with children.

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5. Expected Behaviour

5.1 Covered Persons must:

- treat all children, young people and adults at risk with respect and dignity;
- maintain appropriate professional boundaries at all times, including in one-on-one interactions, communications, and on social media;
- ensure any physical contact is necessary, appropriate to the activity, and welcomed by the child;
- avoid being alone with a single child wherever reasonably possible, particularly in enclosed or private spaces (such as change rooms);
- obtain appropriate parental or guardian consent before any one-on-one contact outside of normal Club activities; and
- role-model safe, inclusive and respectful behaviour at all times.

5.2 Covered Persons must not:

- develop a relationship with a child or young person that could be seen as favouritism, grooming, or inappropriate for the role (including on social media or via personal messaging);
- use inappropriate language, jokes or images in the presence of children;
- administer any form of punishment involving physical contact or humiliation; or
- ignore, dismiss or fail to report a safeguarding concern.

6. Recognising and Responding to Concerns

6.1 All Covered Persons have a personal responsibility to act if they witness, suspect, or are told about conduct that may put a child, young person or adult at risk.
6.2 If a child or adult at risk is in immediate danger, the first priority is to ensure their immediate safety, including contacting emergency services (000) if required.
6.3 Where there is no immediate danger, concerns must still be reported as soon as possible and must not be investigated informally by the person who receives them.
6.4 Covered Persons must not promise a child confidentiality — they should explain that any concern raised will need to be shared with someone who can help.

7. Reporting Safeguarding Concerns

7.1 Safeguarding concerns involving a Brisbane City FC Employee, coach, volunteer, or contractor must be reported immediately to:

- the **General Manager**, in the first instance; or
- the **Senior Football Director**, where the concern relates to football operations, coaching staff, or a player; or
- the **Board**, where the concern involves the General Manager or Senior Football Director, or is otherwise serious enough to require direct Board attention.

7.2 A report must not be delayed or filtered through a person who is the subject of the concern.
7.3 Concerns that may constitute Child Abuse, or a breach of Football Australia's Safeguarding Policy, must also be reported to Football Australia in accordance with its reporting requirements, and, where relevant, to Queensland Police and/or Queensland's child protection authorities.
7.4 Queensland law requires certain people (including some Club officials) to report reasonable suspicions of child abuse to authorities as mandatory reporters. The Club will identify which roles carry this obligation and ensure those individuals understand their legal duty, which exists independently of this Policy.
7.5 No person will be penalised or disadvantaged for making a report in good faith, even where the concern is not ultimately substantiated.

8. Managing a Report

8.1 On receiving a report, the General Manager, Senior Football Director or Board (as applicable) will:

- take immediate steps to ensure the safety of the child or adult at risk, including, where appropriate, removing the subject of the concern from contact with children pending investigation;
- determine whether the matter must be reported externally (to Football Australia, police, or child protection authorities) and do so without undue delay;
- keep the matter confidential, sharing information only with those who need to know; and
- keep a written record of the concern, actions taken, and outcome.

8.2 Where the concern involves a criminal allegation, the Club will not conduct its own investigation in a way that could compromise a police investigation, and will cooperate fully with police and relevant authorities.

9. Training and Awareness

9.1 All Covered Persons will receive an induction covering this Policy before starting a role involving contact with children or adults at risk.

9.2 The Club will provide periodic refresher training and will communicate any material changes to this Policy to all Covered Persons.

10. Review

This Policy will be reviewed at least annually, or sooner following any safeguarding incident, legislative change, or update to Football Australia's Safeguarding Policy, to ensure it remains current and effective.

This document is a template prepared for Brisbane City FC's internal use. Before adoption, it should be reviewed against the Club's specific facilities, programs and risk profile, and against current Queensland Child Safe Organisations Act 2024 requirements, ideally with input from a safeguarding specialist or legal adviser.