

SGI Australia (SGIA) Child Safe Policy FREQUENTLY ASKED QUESTIONS July 2023

Can the photography permission slip be completed retrospectively if a parent doesn't respond in time? i.e. before the event?

Yes. It can be done retrospectively of the event within 14 days of the event. The permission slip must be completed before any publication of a photograph with the child appearing in it.

What do we do with hard copies of permission slips?

These need to be scanned and sent by email to the office at myd@sgiaust.org.au.

Do teachers and other professionals who may already have training and WCC/Blue Card need to complete SGIA child safe compliance?

Yes. They need to send record of their WCC/Blue Card, participate in Braveheart Training (unless they can demonstrate equivalent training) and sign the SGIA Code of Conduct for record keeping by the office (email to myd@sgiaust.org.au).

For a non exclusive SGI event (for example Inter cultural Youth Dialogue organised with other faith or cultural groups) where we open the event to HSG members, do we need two supporters in each group discussion or are two supporters for the entire meeting overall adequate and in line with the policy?

Two trained and child-safe compliant people for the overall event are all that is required to be in line with the policy. An Activity Report of event would be necessary for record keeping if HSG members attend.

If a HSG or FG member turned up to a HSG or FG meeting without a permission slip, do we send them away? Or can parents sign the form on the spot?

Assuming this is an activity planned at the centres with two child safe compliant leaders in attendance, parents can sign on the spot. It is probably not necessary to turn a child away, rather liaise with the parent or guardian.

Do forms need to be filled out for every event and how many different permission slips are there?

There is now one form to fill out to cover face-to-face, on-line and photograph/video permission from parents/guardians. Details of all the scheduled events for the year need to be filled out and then parents can give permission once a year. **If there is an unscheduled or additional event permission needs to be sought for that particular event.**

Are there any important criteria that home-visiting supporters need to meet?

Yes. Two compliant leaders/supporters need to go together to visit HSG or FG members. Parents permission needs to be sought and parents need to be aware of and give permission for any meeting place outside of the home. Other people who express interest in wanting to visit HSG or FG should be discouraged. In addition, an activity report needs to be lodged.

Can one leader and one supporter go home visiting?

Yes as long as both have met the compliance for SGIA (WCC/Blue card, Bravehearts training and signed Code of Conduct).

What is important to include in filling out the activity report form?

It is crucial for one of the **two** responsible leaders present to fill out the activity report form with both their **full names** and the **full names** of all supporters. It is not necessary to include all the names of parents that may be there to support their child with the activities (eg, very young children). Any incident (serious or not) must be recorded.

What are the important requirements for holding a FG and HSG meeting ?

Two Child Safe compliant leaders (or one compliant leader and one compliant supporter is sufficient) must be present, if not the meeting must be cancelled. No child should be left alone in the presence of any one adult. Risk assessment and risk mitigation must be carried out for each activity. It is recommended FG and HSG meetings be held at the centre, and specific (separate) permission must be sought from parents for additional meetings that are held at other venues.

Can a parent participate as a “helper”?

Parents/Guardians may attend and help their own children with activities, and with common sense assist other children. They are not leading the activities or having responsibility for the overall activity. From this perspective they do not need to be child safe compliant. If they do take on a greater role in the activities, then they would need to be child safe compliant.

What are the activities that fall under the umbrella of the SGIA Child Safe Policy?

1. FG and HSG meetings (as above) recommended to be held at SGIA centres.
2. HSG and FG performances at Commemorative meetings and associated rehearsals
3. Home visitations by two child safe leaders/supporters

Note: Group meetings do not fall under the scope of our child safe policy as this would be unmanageable and also it is not considered as a child-focused activity. So if a HSG is to attend a group meeting it is necessary for them to be accompanied by a parent and guardian and it is their responsibility for the care and safety of their child. High School Group members (ie, someone under the age of 18 years of age) are encouraged to attend HSG meetings as their main activity.