

# Supplementary Safeguarding Children and Young People Policy

(Effective January 1, 2026)

*Online Educational Session*

*Wednesday 7 October 2025 8:00PM AEST*





# Housekeeping

This session is being recorded for those who could not attend this evening. To help this session run smoothly, please note:

- All mics are muted
- Ask questions in the chat, where they can be collated at the end of the session
- Please keep all comments in the chat respectful and professional





# Welcome & Purpose

This training provides specific support for TDs, child safety delegates, parents and media

By the end of tonight, you should be able to confidently apply ADG's Supplementary Safeguarding Children & Young People policy to disc golf events and situations



# **TDs & Child Safety Delegates**







# Roles & Responsibilities

## **Child Safety Delegate (CSD)**

- Main point of contact between club, state representatives and ADG regarding safeguarding compliance.
- Maintains oversight of safeguarding at the club level.

## **Tournament Director (TD)**

- Ensures safeguarding standards are met at their event.
- Works with the CSD to manage compliance.

You know your event best. ADG supports you in your role, but compliance is your responsibility at the event level to ensure your event ADG sanctioning requirements.



# Key Responsibilities

- Know and follow reporting pathways for incidents or concerns
- Provide ADG with a list of all people in positions of authority over children at each event
- Collect and maintain signed release forms for all under 18 participants
- Ensure media, volunteers, and staff follow safeguarding requirements
- Implement a Lost Child Policy and Procedure for your events







# ADG National WWCC Register

For each sanctioned event, CSD or TD must supply:

- Full name of each person in position of authority over children, including media.
- Their WWCC number or exemption details (if not already in the National WWCC Register)
- Date of birth (only for events held in NSW and QLD)

ADG will verify the identified people in our national register.

- If someone is already on the ADG register → ✓ ready to go.
- If not, ADG add the person to the register and verify their check before the event
- Exemptions exist and will be verified in advance
- TDs and CSDs must make sure lists are accurate and submitted to ADG Safeguarding Children Officer in advance.

There could be surprises on the day of the event, such as an unexpected photographer.  
The CSD/TD must sight their WWCC for them to act in their role.





# Person in a Position of Authority

Sports Integrity Australia – Safeguarding Children in Sport defines this as:

“A Person in Position of Authority is a person who, regardless of age, can exercise power, control, or influence over a child or young person through their position or involvement in sport. ”

TDs and event coordinators should exercise thier best judgement in determining who fits this discription for their event(s) and ensure they have the relevant working with children check or necessary exemption.



# Release Form

Every participant under 18 must have a signed parent/guardian release form

[Form ADG-SC-01](#) is available on our website to ensure the most recent version is available.

TD is responsible for:

- Procuring forms
- Securely maintaining them
- Enforcing supervision requirements during events
- Destroying or de-identifying forms after they are no longer needed.

Additionally:

- Release forms can be used for recurring events such as weekly or monthly leagues. Signed form will remain valid for the calendar year, or until no longer required (e.g. named participant is no longer under the age of 18)
- Additional approved adults can be added to original form provided they are initialed by the parent or legal guardian of the child.
- Approved adults must also sign the forms
- Clubs that prefer to collect these forms digitally, may do so, additional guidance will be provided

ADG is continuing to review feedback and will update the form as needed.



# Lost Child Policy

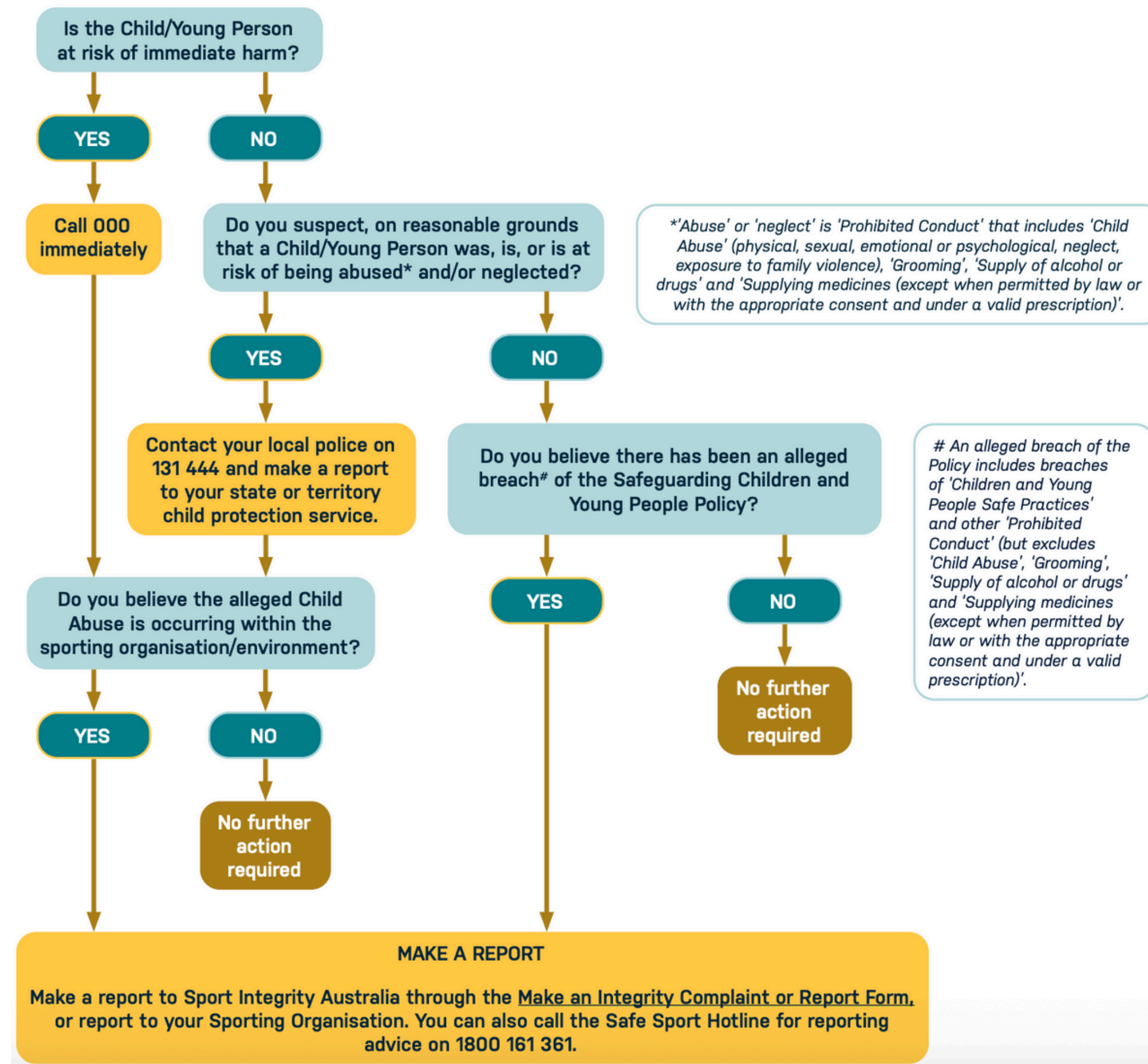
- Implement a Lost Child Procedure at every event. TDs know the event and location best, so it is important to have a lost child response policy specific to your event. Use your best judgement.
- Ensure that events have a designated area where youth can safely wait until found.
- Have a clear communication method in place that can be used immediately to contact parents or guardians and begin locating the lost child.
- Playing TD's should ensure they are contactable throughout event



# Reporting Pathways

- Anyone can report a concern
- Immediate safety risk → call **000**
- Notify the TD of the event and or Child Safety Delegate of the Club
- CSD should be informed of all incidents, even if reported to others.
- CSD then informs ADG Safeguarding Children Officer
- Keep factual records of all concerns and actions taken

Refer to Sport Integrity Australia's Reporting and Responding to a Breach flowchart for a detailed step by step detail on when and where to report incidents.





# Incident Reporting

**All incidents involving children must be reported immediately.**

Call 000 - This is required only if you believe any of the children are in immediate harm

Report to the Police - This is required only if you believe any of the children are at risk of being abused and/or neglected

Make a report to your state or territory Child Protection Agency - This is required only if you believe any of the children or young people are at risk of being abused and/or neglected.

Report to the CSD, TD or ADG directly in all of the cases above as well as any suspected breaches of the Safeguarding Children and Young People policy.







# Mandatory Training

**All TDs and Club Child-Safety Delegates must complete:**  
**Sport Integrity Australia (SIA) eLearning Course:**  
*Child Safeguarding in Sport – Induction*

*The training can be completed any time*

Free online training available via Sport Integrity Australia's portal  
Certificate of completion is kept by ADG in our National WWCC register



# Media







# Media Personnel Requirements

- Must be identified and approved by the TD
- Must display visible identification (badge, vest, or lanyard)
- Must be aware who has consented to media at the event
- The Parental Release Form gives parents the option to opt their children out of filming and photography. This needs to be strictly followed including ensuring the child does not appear in the background of photos or video.
- No images or video of a child should be kept on any form of media (SD card, cloud drive, hard drive, etc.) longer than necessary for its permitted use.
- Required to provide a valid Working with Children Check (WWCC)



# Optional Media Consent

[Form ADG-SC-01](#) allows parents to give written consent for their child to be photographed at events. Participants may opt out of media coverage and organisers must clearly track and respect this.

Practical tips for TDs:

- Keep a simple register
- Provide coloured wristbands or lanyards for quick visual ID
- Ensure official photographers have access to this list, know who the child/children are and are aware of the policy.



# Media WWCCs

Media photographing/filming children need a WWCC valid in their state of residence

When covering out of state events, media must verify local WWCC requirements

- Most states recognise interstate checks
- Some require a new application for out-of-state work
- Further details are available on our website, or by contacting ADG for assistance



# Parents & Guardians





# Parents' Key Responsibilities

Complete and submit a Parental/Guardian Release Form (Form ADG-SC-01) *before* the child participates in any ADG-sanctioned activity.

Ensure supervision of the child at all times during events:

- the parent/legal guardian, or
- an Approved Adult named in the release form

If parent/guardian is participating in the event and the child and parent are not on the same card, the parent must make arrangements for an Approved Adult to supervise the child.







# Additional Requirements

Parents/guardians must also:

- opt-out of media consent if they do not wish for any photographs/videos to be taken of their child, via the media & consent section of the release form
- adhere to any rules set by TDs relating to supervision, safety, lost-child procedures, etc.

At the TD's Discretion, non-compliance with policy requirements may lead to:

- child withdrawal from event
- written warning to parent/guardian
- possible suspension of child's ADG membership (up to 12 months) for repeated breaches as reported to ADG

# Questions & Resources

## [ADG Supplementary Safeguarding Policy](#)

<https://www.australiandiscgolf.com/supplementary-safeguarding-children-young-people-policy/>

## [AFDA Safeguarding Children & Young People Policy](#)

<https://afda.com/m/afda-nif-safeguarding-children-and-young-people-policy-sia-approved-december-2023-final>

## [Sport Integrity Australia e-Learning “Child Safeguarding in Sport”](#)

[https://elearning.sportintegrity.gov.au/view\\_course/19](https://elearning.sportintegrity.gov.au/view_course/19)

## [Sport Integrity Australia - Reporting and Responding to a Breach of the Safeguarding Children & Young People Policy](#)

<https://www.australiandiscgolf.com/wp-content/uploads/2025/10/child-safeguarding-flowchart.pdf>

ADG Safeguarding Officer: [SCOfficer@australiandiscgolf.com](mailto:SCOfficer@australiandiscgolf.com)

