

Safe Cheerleading Policy

Our Statement

All Star Cheerleaders Ltd staff work directly with athletes who are aged under 18 years, however, we are committed to safeguarding the welfare of all athletes in our care. We recognise the responsibility to promote safe practice as best practice and to protect athletes from harm and exploitation while participating in our activities. For the purposes of this policy and associated procedures, an athlete is recognised as someone who is enrolled as a current customer at All Star Cheerleaders Ltd.

Our Commitments

We are committed to the following principles:

1. To work together to produce the best possible outcomes for each athlete.
2. To promote a culture of athlete protection and continuous improvement in athlete protection practices.
3. To have open and transparent relationships with parents and, where age and developmentally appropriate, athletes.
4. To support all staff to work in accordance with the policy.
5. To work with partner agencies and community organisations, where appropriate, to ensure athlete protection policies are consistent and high quality.
6. To share information relevant to athlete safety and well-being in a timely way and to discuss any concerns about an individual athlete with a gym manager or the business owner.
7. Meeting all existing statutory and contractual obligations including matters relating to employment.

Policy Objectives

The aim of this policy is to:

1. Promoting the health and welfare of athletes by providing opportunities for them to take part in cheerleading safely;
2. Respect and promote the rights, wishes and feelings of athletes;
3. Promote and implement appropriate procedures to safeguard the well-being of athletes and protect them from harm;
4. Commit to recruiting, training, supporting and supervising staff, members and volunteers to adopt best practice to safeguard and protect athletes from harm and to reduce the risk of allegations or complaints against themselves;
5. Require and educate athletes, staff, members and volunteers to adopt and abide by this Safe Cheerleading Policy and the conduct standards set by All Star Cheerleaders Ltd;
6. Commit to responding to any allegations of misconduct or harm to athletes in line with this Policy and these procedures, as well as implementing, where appropriate, the relevant investigative, disciplinary and appeals procedures.
7. Regularly monitoring and evaluating the implementation of this Policy and these procedures.

Code of Behaviour / Conduct

All Star Cheerleaders Ltd adopts the Code of Ethics & Conduct as published by the International Cheer Union, the governing body for cheerleading. In addition to adopting the Code of Conduct & Ethics, All Star Cheerleaders Ltd requires its staff to adhere to its conduct requirements as set out in its coach manual. Spectators & athletes likewise are expected to adhere to All Star Cheerleaders Ltd spectator & athlete codes of conduct.

Recruitment and Training Processes for Staff and Volunteers

All Star Cheerleaders Ltd makes its best effort to ensure that appropriate people are working with athletes in cheerleading by:

1. Our recruitment process:
 - a. Provide prospective applicant's with a job description which matches the role sought
 - b. Interview potential candidates by preliminary telephone call
 - c. Interview short listed candidates in person
 - d. Contacting referees of short listed candidates
 - e. Police vetting short listed candidates

2. Operating mandatory ongoing education and oversight in the form of:
 - a. Daily huddles
 - b. Monthly regional training
 - c. Competition conferences
 - d. Annual company wide training
 - e. External professional development opportunities as they arise from time to time
 - f. Quarterly bench marking
 - g. Seeking customer satisfaction & feedback quarterly
 - h. Non-coach staff members who are able to receive questions, queries, complaints & feedback

Complaint and Investigative process

Athletes, parents & staff are to report any concerns or allegations to their Gym Manager, or, if not appropriate, the business owner.

All staff are required to adhere to a "don't delay, report right away" policy which means all staff are required to report a disclosure & record it in the health and safety board on Trello within 24hrs of receipt of the disclosure.

Gym managers and/or the business owner are responsible for reporting allegations of abuse to the Police and/or Oranga Tamariki, however, All Star Cheerleaders Ltd encourages and supports athletes and parents reporting allegations of abuse directly to the Police and/or Oranga Tamariki where there is an imminent or ongoing risk to an athlete's safety, specifically where an allegation of physical or sexual abuse is made.

Where a disclosure is made by an athlete to a staff member, staff will use the “four R’s” method when receiving the disclosure which is to receive, reassure, react and record:

Receive means- Listen to what is being said without displaying shock or disbelief, accept what is being said without judgement and take it seriously.

Reassure means- Reassure the athlete, but only so far as is honest and reliable. Tell the athlete that you will need to tell some people, but only those whose job it is to protect them. Acknowledge how difficult it must have been to talk.

React means- Listen quietly, carefully and patiently. Do not assume, investigate, interrogate or decide if the athlete is telling the truth. Let the athlete explain in his or her own words what happened, without any leading. Communicate with the athlete in a way that is appropriate to their age, understanding and preference, particularly children with disabilities and for children whose preferred language is not English. Explain the next steps. Report to the gym manager or the business owner. In the case of physical or sexual abuse, report directly to the Police and/or Oranga Tamariki.

Record means- Make some very brief notes at the time and write them up in detail as soon as possible. Keep original notes in case they are required by Court. Record the date, time, place, words used by the athlete and how the athlete appeared with specificity. Ensure the disclosure or complaint is recorded in All Star Cheerleaders Ltd health & safety board on Trello within 24hrs of receipt of the disclosure or complaint.

Potential Disciplinary Outcomes

- A satisfactory mediated outcome.
- A satisfactory restorative remedy such as an apology.
- A satisfactory corrective action for example to undertake further training or education or a supervision requirement for an established period of time.
- Disciplinary action imposed for a breach of this policy or terms of our employment which may include, but is not limited to, a written warning, suspension or dismissal.
- Referral to an appropriate authority e.g. Police or Oranga Tamariki.
- No action taken due to a finding of no breach of the policy or insufficient evidence
- Action against the complainant (or other person) due to a finding of frivolous, vexatious or malicious allegation

Policy Review

All Star Cheerleaders Ltd reviews its policies, procedures & codes of conduct annually. All Star Cheerleaders Ltd also reviews its policies, procedures & codes of conduct in other circumstances such as:

- legislative change
- where specific concerns are identified about the protection of its athletes

Policy, procedure & code of conduct reviews are completed by the All Star Leadership Team comprised of the business owner, gym managers and administrative staff (non-coach staff members who are independent of the coaching team).

Specific Guidelines

All Star Cheerleaders Ltd specific guidelines are set out in its coach manual together with its spectator & athlete codes of conduct.