



Preston Pirates Baseball Club Inc

ABN 33 748 326 714
CAV Reg A0014047W

INTEGRITY & CHILD SAFETY COMMITTEE

TERMS OF REFERENCE

1. Purpose

The Integrity & Child Safety Committee (“the Committee”) is established by the Board of Preston Pirates Baseball Club (“the Club”) to support and oversee the Club’s commitment to integrity, child safety, member welfare and safe sporting environments.

The Committee is responsible for assisting the Board in matters relating to:

- Implementation and oversight of the National Integrity Framework (“NIF”)
- Compliance with the Victorian Child Safe Standards
- Child safety and wellbeing
- Member protection and safeguarding
- Complaint handling and reporting processes
- Education, awareness and cultural development
- Integrity risk management
- Safe recruitment and screening practices
- Inclusion, diversity and respectful behaviours
- Promotion of a safe, fair and inclusive baseball environment

The Committee acts in an advisory and oversight capacity and reports to the Board.

2. Objectives

The objectives of the Committee are to:

- Promote and maintain a safe, inclusive and respectful environment for all members
- Support compliance with the National Integrity Framework and Victorian Child Safe Standards
- Promote a culture of integrity, accountability and child safety
- Protect children and young people from harm, abuse, neglect and exploitation

- Ensure appropriate integrity and safeguarding processes are implemented and maintained
- Promote education and awareness relating to integrity and child safety
- Support continuous improvement in safeguarding and integrity practices across the Club

3. Guiding Frameworks

The Committee will support implementation and oversight of:

3.1 National Integrity Framework

Including relevant policies and processes relating to:

- Safeguarding Children & Young People
- Member Protection
- Improper Use of Drugs & Medicines
- Competition Manipulation & Sports Gambling
- Complaints, Disputes & Discipline
- Code of Conduct and behavioural expectations

3.2 Victorian Child Safe Standards

The Committee will support compliance with the 11 Child Safe Standards, including:

- Standard 1:** Establish a culturally safe environment where the diverse and unique ‘ identities of Aboriginal children and young people are respected and valued.
- Standard 2:** Ensure child safety and wellbeing are embedded in organisational leadership, governance, and culture.
- Standard 3:** Empower children and young people by informing them of their rights and encouraging them to participate in decisions that affect them.
- Standard 4:** Engage families and communities in the organisation's child safety and wellbeing efforts.
- Standard 5:** Promote equity and respect for diversity, taking into account the needs of children with disabilities, culturally and linguistically diverse backgrounds, and those who identify as LGBTIQ+.
- Standard 6:** Ensure people working with children (staff and volunteers) are suitable and appropriately screened.
- Standard 7:** Ensure processes for complaints and concerns are child-focused, culturally safe, and easy to understand.
- Standard 8:** Equip staff and volunteers with the knowledge, skills, and awareness to keep children safe through ongoing education and training.
- Standard 9:** Mitigate risks to child safety in both physical and online environments.

Standard 10: Review and continuously improve child safety practices.

Standard 11: Implement clear, easy-to-understand policies and procedures that document how the organisation is child safe.

4. Authority

The Committee is authorised by the Board to:

- Review integrity and child safety matters
- Monitor implementation of safeguarding and integrity initiatives
- Make recommendations to the Board
- Review policies, procedures and compliance frameworks
- Engage with members, volunteers, parents and stakeholders
- Establish working groups where required
- Seek professional advice with Board approval where required

The Committee does not investigate complaints independently unless specifically delegated by the Board and consistent with the National Integrity Framework.

5. Responsibilities

5.1 Child Safety & Wellbeing

The Committee will:

- Promote a child safe culture throughout the Club
- Support implementation of the Club's Child Safety policies and procedures
- Monitor compliance with the Victorian Child Safe Standards
- Promote child empowerment and participation
- Support culturally safe and inclusive practices
- Review safeguarding risks associated with Club activities and facilities
- Support safe physical and online environments

5.2 National Integrity Framework Oversight

The Committee will:

- Support implementation of the National Integrity Framework
- Promote awareness of integrity obligations and behavioural standards
- Support consistent application of integrity policies and procedures
- Monitor integrity-related risks and emerging issues
- Support education relating to member protection and respectful behaviours

5.3 Complaints & Reporting Processes

The Committee will:

- Monitor integrity and child safety complaint handling frameworks
- Support awareness of reporting pathways and processes
- Promote confidential, accessible and fair complaint mechanisms
- Monitor trends and systemic issues arising from complaints where appropriate
- Ensure procedural fairness principles are promoted

5.4 Education & Awareness

The Committee will:

- Promote integrity and child safety education across the Club
- Support induction and training for volunteers, coaches, officials and Board members
- Encourage ongoing education regarding safeguarding obligations
- Promote awareness of Codes of Conduct and behavioural expectations

5.5 Safe Recruitment & Screening

The Committee will:

- Support implementation of safe recruitment practices
- Monitor Working with Children Check requirements
- Promote appropriate screening and onboarding processes
- Encourage role clarity and supervision standards for volunteers and staff

5.6 Inclusion, Diversity & Member Welfare

The Committee will:

- Promote respectful, inclusive and equitable participation
- Support culturally safe environments
- Encourage diversity and inclusion initiatives
- Promote member wellbeing and positive Club culture
- Support prevention of bullying, harassment, discrimination and vilification

5.7 Risk Management & Continuous Improvement

The Committee will:

- Monitor integrity and child safety risks
- Support continuous improvement of policies and practices
- Review integrity and child safety incidents and trends where appropriate
- Recommend improvements to governance and safeguarding frameworks
- Support periodic review of policies and procedures

5.8 Major Events & Championships

The Committee will:

- Support child safety and integrity planning for major events hosted or co-hosted by the Club
- Monitor safeguarding requirements associated with:
 - Australian Youth Championships
 - Baseball Victoria events
 - State and National Championships
 - Junior development and representative programs
- Promote safe event operations and volunteer conduct standards

6. Membership

The Committee shall consist of:

- A Committee Chair appointed by the Board
- At least one Board Director
- The Club Child Safety Officer (where appointed)
- Members with integrity, safeguarding, legal, education or welfare experience where possible
- Additional members appointed by the Board as required

The Club President may attend meetings as an ex-officio member.

7. Chair Responsibilities

The Committee Chair will:

- Lead Committee meetings
- Approve agendas
- Ensure effective discussion and participation
- Report Committee activities and recommendations to the Board
- Monitor follow-up actions and compliance initiatives

8. Meetings

- The Committee will meet at least four times per year
- Additional meetings may be held as required
- Meetings may occur in person or electronically
- Minutes shall be maintained and provided to the Board

9. Reporting

The Committee will provide:

- Regular updates to the Board regarding integrity and child safety matters
- Recommendations relating to safeguarding, integrity and member welfare
- Updates regarding education, compliance and risk management initiatives
- An annual summary of Committee activities and improvement initiatives

10. Confidentiality & Conflicts of Interest

Committee members must:

- Maintain strict confidentiality regarding sensitive matters
- Declare any actual, potential or perceived conflicts of interest
- Act in the best interests of the Club and its members at all times
- Handle child safety and integrity matters with appropriate sensitivity and professionalism

11. Review of Terms of Reference

These Terms of Reference shall be reviewed:

- Annually by the Committee; and
- Approved by the Board following any amendments

12. Adoption

These Terms of Reference were approved by the Board of Preston Pirates Baseball Club on 22 May 2026 to then be reviewed on an annual basis.