

Tchoukball Association of Singapore (TBAS)’s Safe Sport Commitment

Definition

Based on the International Olympic Council’s Consensus Statement developed in 2016, Safe Sport is defined as “an athletic environment that is respectful, equitable and free from all forms of harassment and abuse (non-accidental) violence”.

Purpose

- To protect the interests of all athletes from harassment and abuse.
- To outline the principles that guide our approach to safeguarding and protecting all involved in the Tchoukball fraternity.
- To adopt practices and outline standards of behaviour
- To establish a safe sport culture that is understood, endorsed and put into action by the Executive Management and Secretariat who work for, volunteer or access our activities, courses, events and programmes

TBAS is serious in providing the best and secured sporting environment for all stakeholders, especially for our athletes. We have also adopted a ZERO TOLERANCE approach against all forms of sexual harassment/misconduct.

Responsibilities

The Executive Committee and the Secretariat are responsible for the development and endorsement of the Tchoukball Association of Singapore’s Safe Sport Commitment. It delegates the implementation of the policy to the General/Appointed Manager. The role of each entity in relation to the development and compliance of the Tchoukball Association of Singapore’s Safe Sport Commitment is detailed in the table below.

Entity	Role/Responsibility
Executive Committee led by President/Secretary General	<ul style="list-style-type: none"> • Promote the commitment to this policy and its expectations. • Support policy review on an annual cycle as a minimum or at a time governed by legislation, regulations, or organisational learnings that promote a change to the policy and all relevant procedural guidelines. • Ensure compliance to the policy via an inbuilt review mechanism.

Entity	Role/Responsibility
	<ul style="list-style-type: none"> • Ensure adequate resources are allocated to allow for the development and effective implementation of this policy. • Develop opportunities for regular discussion at all levels to support a culture of openness and continued improvement and accountability towards safe sport • Advocate and promote safe sport, empowering and engaging athletes, coaches, officials and families in support of this policy and its expectations.
<p>Technical Director/General Manager/Appointed Manager</p>	<ul style="list-style-type: none"> • Ensure all staff and volunteers understand their obligations in accordance with the Safe Sport Commitment and any relevant policy and procedural documentation. This includes induction, a minimum of one compulsory training session, and regular discussion and guidance at supervision and team meetings. • Ensure the suite of safe sport policies is implemented and adhered to amongst relevant stakeholders. • Ensure the development and implementation of required internal policy/work procedures and guidelines are in place to support safe sport practice in accordance with the expectations of the Safe Sport Commitment. • Ensure adequate resources are allocated to allow effective implementation of the suite of safe sport policies. • Ensure to support staff and committee in a joint way with a decision to initiate any form of action to protect all involved in the Tchoukball Fraternity from harassment and abuse. • Ensure appropriate supports, such as counselling and formal debriefing, are provided for any staff involved in a matter relating to responding to a concern for the safety and wellbeing of an athlete. • Advocate safe sport, empowering and engaging athletes, families and coaches in support of this Statement. • Proactively share resources and experience in the development of safe sport initiatives as they are identified.



Entity	Role/Responsibility
	<ul style="list-style-type: none"> • Develop opportunities for regular discussion at all levels to support a culture of continuous improvement and accountability towards safe sport • Ensure that our secretariat are aware of the appropriate recruitment, screening and employment practice in relation to individuals with specific roles in working or volunteering with athletes and officials.
<p>Secretariat and Volunteers</p>	<ul style="list-style-type: none"> • Maintain a full understanding of the commitments and expectations of this policy, as well as all other policy relevant to safe sport. • To undertake any induction and training anticipated in this policy, in relation to policy and procedures relevant to keeping all athletes safe. • To seek guidance from President/Secretary/Appointed Manager if there is ever any lack of understanding in relation to the commitments and expectations as set out in this policy. • To take action to protect all involved in the Tchoukball fraternity from all forms of harassment and abuse. • To assist in creating and maintaining a sport safe culture and a culture of inclusion.

Our Commitment

Tchoukball Association of Singapore is committed to ensuring the safety and wellbeing of our athletes in the Tchoukball community. Our policies and procedures seek to address risks to safe sport and to establish safe sport culture and practices. Our suite of safe sport policies is: accessible in forms that are easy to understand; have been informed by stakeholders’ consultation; and are communicated to all within the Tchoukball fraternity. We regularly review our policies, gain endorsement of changes and advise our secretariat of changes.



We are committed to safe sport

Through our Safe Sport Framework, we document our clear commitment to keeping athletes safe from harassment and abuse. We communicate our commitment to all stakeholders and give them access to a copy of our commitment statement.

Our staff and volunteers know the behaviour we expect

We endeavour to ensure that all secretariat and/or anyone who is involved with FS in providing services to the athletes understands their role and the behaviour we expect in relation to keeping athletes safe from harassment and abuse through application of the Code of Behaviour. We utilise clear position descriptions which clearly state relevant safe sport requirements. We have a Code of Behaviour, which is approved and endorsed from the Executive Committee that outlines our expectations for behaviour towards the athletes. Our secretariat are given a copy of and have access to the Code of Behaviour. Our secretariat indicate, in writing, that they have read and are committed to the Code of Behaviour.

We minimise the likelihood of recruiting a person who is unsuitable

We have appropriate measures in place to minimise the likelihood that we will recruit individuals who are unsuitable to work in sport. We have recruitment procedures that ensure:

- our commitment to safe sport is communicated to potential applicants for positions
- face-to-face interviews are held which includes safe sport related questions
- two professional reference checks are undertaken
- screening checks are undertaken, including identity, declarations of disciplinary or criminal record, qualifications or any relevant checks if available.

Induction and training is part of our commitment

We provide all new secretariat with information during their induction / training about our commitment to keep sport safe including our policy, Code of Behaviour and safe sport reporting policy. We have a process for ensuring all secretariat complete safe sport training where available. We support ongoing education and training for our secretariat to ensure safe sport information is provided in an ongoing way.

We ensure that he / she have up to date information relevant to specific legislation applicable in Singapore or where they may travel to as a part of their duties.



We encourage the involvement of stakeholders

We involve and communicate with athletes and their families in developing a safe, inclusive and supportive environment. We provide information about:

- our commitment to safe sport and communicating of rights
- the behaviour we expect of our secretariat and of themselves
- our policy about responding to harassment and abuse

We have processes for encouraging two-way communication with athletes and their families. We seek their feedback and have a process for responding. We respect diversity and seek to facilitate effective communication and involvement.

Our staff and volunteers understand their responsibility for reporting harassment and abuse

Our policy for responding to harassment and abuse is approved and endorsed from the Executive Committee, and applies to all of our secretariat and volunteers. The policy states that:

- Involved Party must immediately report harassment or abuse and any concerns with policies, practices or the behaviour of staff and volunteers.
- Involved Party must meet any legislated mandatory or other jurisdictional reporting requirements
- Involved Party must follow a specified process when reporting harassment or abuse including who will receive reports
- Failure to report is serious misconduct

Our secretariat are given a copy of and have access to the policy and understand the implications of the policy for their role. We document any allegation, disclosure or concern regarding harassment and abuse and monitor responses to all allegations, disclosures or concerns.



We maintain and improve our policies and practices

We are committed to maintaining and improving our policies, procedures and practices to keep athletes safe from harassment and abuse. We have assigned responsibility for maintaining and improving our policies and procedures to the General Manager.

We monitor our secretariat to ensure appropriate practice and behaviour, and policies are followed. We communicate with our secretariat to ensure that they understand our policies and that the policies are effective in the work place. We require our secretariat to disclose information affecting their suitability to work in sport. We review our records, checks and policies periodically.

We have formally reviewed our service delivery to identify and document potential risks of harassment and abuse to Tchoukballs. We undertake formal reviews, at least annually, to identify and document potential risks of harassment and abuse to athletes. We have a procedure to undertake annual reviews, as part of our ongoing compliance with sport safe requirements.

Reference	Date approved	Date Last amended	Date of next review	Status
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