



Child Safety Policy

The Peak undertakes the following procedures to ensure the safety of all children entering the facility.

During the school hours of 9am and 3.15pm

- All community users, visitors and contractors will sign in at reception and instructed by centre staff of the conditions of use regarding the shared space
- The dividing curtain between the school courts and community court is down
- The RHS students accessing the shared storage space are supervised by a teacher at all times
- The RHS students may not use the community change rooms unless booked for exclusive use by the school
- The centre staff are trained as Duty Managers and follow the procedure for checking change rooms, storage space, outside areas, monitoring the behaviour of community users and enforcing the conditions of use for the centre.
- Any concerns staff have regarding the welfare of a child are reported to the Facility Manager, or in the absence of the Facility Manager the school principals, immediately. An incident form will be completed and action taken if required. Police may be notified.
- The RHS students may not use the shared spaces immediately surrounding the centre without supervision by a teacher
- All contractors entering the centre and all centre staff must complete police vetting
- Any concerns regarding the welfare of RHS students will be reported to the school principals

Across community use hours:

- Children under the age of 13 may not be on their own in the centre unless supervised by a person over the age of 16. If a child under the age of 13 is dropped at the centre a staff member will ask the child to remain in reception and contact the caregiver to either collect their child or organise supervision
- The centre staff are trained as Duty Manager's and follow the procedure for checking change rooms, storage space, outside areas, monitoring the behaviour of community users and enforcing the conditions of use for the centre.
- The Facility Manager will contact the police if they deem it is necessary for inappropriate behaviour to be reported and dealt with. The manager may deem it necessary to issue a trespass warning
- During a tournament the hirer must provide their child protection policy as part of their hire agreement and RAMS.

The Peak is monitored by CCTV cameras