



Safeguarding and Protecting Children Policy

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Introduction

Triathlon is a multisport event consisting of swim, bike and run raced in continuum, for people of all ages. Triathlon allows people to have fun with their friends and family whilst staying healthy and allows people to challenge themselves and achieve their goals. Everyone participating in triathlon has the right to race and train in a fun and safe environment.

Triathlon Zimbabwe (TZ) is a non-profit organisation, a fully compliant registered National Sporting Association, constituted and registered with the Zimbabwe Sport and Recreation Commission. It was established in 1985 to help promote and administer the sport of triathlon throughout Zimbabwe.

Triathlon Zimbabwe acknowledges the importance of safeguarding all young people from abuse and bullying and accepts its responsibility of protecting them. Triathlon Zimbabwe is committed to providing a safe environment for people of all ages to participate in triathlon, in a safe, fair and friendly environment.

Triathlon Zimbabwe will take all measures to ensure athletes are kept safe whilst on TZ sanctioned tours by ensuring all members in charge have been through the TZ recruitment procedure outlined in this policy, the means of transport chosen is safe and reliable, the food at the venue is adequate and nutritious. Regarding sleeping arrangements, it must be ensured that males and females are separated and. A single adult should not share a room with a single child unless it is their own. If a coach or manager is required to share a room with an athlete due to lack of accommodation or for financial reasons, prior permission must be acquired from the athlete's parents.

All adults involved in our sport will be responsible for ensuring our youth are kept safe whilst continuing to enjoy the sport of Triathlon.

This means taking action to safeguard children and to report any concerns about their welfare. It is not the responsibility of the person reporting a concern to determine whether or not abuse has taken place. This is the domain of child protection professionals, the Department of Social Welfare and the Police.

This document consists of Triathlon Zimbabwe's policies and Codes of Conduct re-enforcing its strong belief and commitment in safeguarding and protecting children. The aim of this comprehensive document is to enable everyone in triathlon to play their part in safeguarding children. It sets out our commitment to ensure that every person involved in our sport is treated with respect and dignity and protected from discrimination, harassment, neglect and abuse. It also ensures that everyone involved in our sport is aware of their legal and ethical rights and responsibilities, as well as the standards of behaviour expected of them.

Definition of a child

A child is a girl or boy under the age of 18 years.

Child abuse

All young people are entitled to be protected from abuse; our sport has a duty of care in this respect. Abuse can occur anywhere, at home, at school and in sport. Triathlon Zimbabwe is committed to devising and implementing policies and procedures to ensure everyone in the sport accepts their responsibilities to safeguard children from harm and abuse.

Types of Child Abuse

Child abuse can take various forms and can either be a deliberate act or an omission such as lack of care. There are 4 types of abuse: physical, emotional, neglect and sexual.

1. **Physical abuse:** referred to as non-accidental physical harm to a child caused by contact behaviour such as hitting, shaking, throwing, burning, biting, drowning or suffocating. Child physical abuse may also include non-contact physical misconduct.

Possible examples of physical abuse in triathlon could include training sessions or races inappropriate to the child's developing body. Consumption of performance enhancing drugs is also considered physical abuse.

2. **Emotional abuse:** The persistent emotional ill treatment of a child that impacts on a child's emotional state. This may involve conveying to children that they are useless, inadequate or worthless. Bullying including cyber-bullying causing a child to feel afraid is emotional abuse.

Possible examples in triathlon of emotional abuse could involve a coach continually criticising, humiliating, threatening, being sarcastic or name calling a young athlete. Parents can emotionally bully their child by constantly giving negative feedback as their expectations are unrealistic and too high.

3. **Neglect:** The persistent failure to meet the child's basic physical, and/or psychological needs, likely to result in the serious impairment of the child's physical, spiritual, moral and mental development. Neglect could come in the form of inadequate food, clothing or shelter. It includes the failure to properly supervise and protect children from harm. Possible examples of neglect in triathlon could be a coach/official failing to ensure the safety of a young person, by exposing them to undue cold, heat or extreme weather conditions without ensuring adequate clothing or hydration; exposing them to unnecessary risk of injury eg. by ignoring safe practice guidelines, failing to ensure the use of safety equipment, or by requiring young people to participate when injured or unwell.
4. **Sexual abuse:** Involving forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape) or non-penetrative acts. They may include non-contact activities such as involving children in looking at, or in the production of pornographic materials or watching sexual activities, or encouraging children to behave in sexually inappropriate ways, including grooming.

Sexual abuse could be carried out by:

- Children as well as adults
- Both males and females
- Individuals who may target sports to get access to children
- A family member, friend, team mate, coach or another individual the child knows
- Someone who acts alone or as part of a group

Perpetrators will:

- Go to great lengths to get close to the child and gain their trust
- Be accepted by the family/organisation by being helpful and offering assistance
- Put pressure on the child to maintain their silence

Sexual abuse within triathlon could be from coaches or officials who are in a position to form a trusting relationship with the athlete, with the abuse most often based on the exploitation of that trust.

Bullying

Bullying - deliberate actions to either physically or emotionally hurt another person. Bullying can cause considerable stress to young people. Bullying can come in the following forms:

- Physical
- Verbal
- Emotional
- Racial
- Sexual
- Cyber

Bullying can be between

- An adult and a young person
- Between 2 or more young people
- Between a parent and their child

With sporting environments now being so competitive the opportunities for bullying may be high.

Prevention

Who is bound by this policy?

This policy applies to all stakeholders which includes the following people, whether they are in a paid or unpaid/voluntary capacity:

- people appointed or elected to the national board, committees and subcommittees
- support personnel, including managers
- coaches and assistant coaches
- athletes
- technical officials
- athletes, coaches, officials and other personnel participating in events and activities, including camps and training sessions, held or sanctioned by TZ

This policy will continue to apply to a person even after he or she has stopped their association with Triathlon Zimbabwe, if disciplinary action against that person has begun.

Individuals bound by this policy must:

- continue to enhance their knowledge regarding this policy and child Safeguarding
- comply with all relevant provisions of the policy, including any codes of conduct and the steps for making a complaint or reporting possible child abuse set out in this policy
- consent to the screening requirements set out in this policy
- place the safety and welfare of children above other considerations
- be accountable for their behaviour
- comply with any decisions and/or disciplinary measures imposed under this policy

Recruitment

Triathlon Zimbabwe will ensure that all reasonable steps are taken during recruitment to prevent unsuitable people from working with children.

All interviews for positions will specifically contain questions relating to the candidate's previous history and suitability of working with children, including questions on allegations or criminal offences. This should include police clearance certificates or similar.

All board/committee/volunteers must be oriented on and sign the Code of Conduct.

Support, train, supervise and enhance performance

Triathlon Zimbabwe will ensure that all board/committee/ volunteers who assist at TZ sanctioned events and those who work closely with children have ongoing safeguarding awareness and training sessions.

Our goal is to create awareness to all stakeholders and children involved in our sport, to maintain a child-safe environment in our sport.

Reporting and Handling complaints

Triathlon Zimbabwe aims to provide a simple, confidential and trustworthy procedure for resolving complaints based on the principles of natural justice.

Any person may report a complaint about a person (complainant), people or organisation bound by this policy if they feel they have been discriminated against, bullied or there has been any other breach of this policy.

Complaints should be reported to the appointed Triathlon Zimbabwe Child Safeguarding Officer (CSO) Ms Nyarai Kandawasvika email nyarik1988@gmail.com mobile numbers 0773235848 or 0735487790, or to the Secretary General or to any TZ Board or Committee Member, depending on who the complainant feels more comfortable communicating with.

However, that person is bound by this policy to report all complaints to the TZ CSO and TZ SG, and must prepare the complainant for the procedures that will follow. Individuals may also seek to have their complaint handled by an external agency. Complaints can be made to the Police, Department of Social Welfare or to Childline's free line, 116.

Complaints may be made face to face, by telephone or a documented and signed form. This form is available in hard copy at each TZ sanctioned event or in electronic form as part of this policy.

Electronic forms must be printed out, filled in, signed and handed in to the appointed TZ CSO or TZ Board or Committee Member, who in turn will hand it to the TZ CSO for action.

A hard copy of all face to face and telephonic reports will be made by the recipient who will ensure the complainant is in agreement by signing it. These reports will be given to the TZ CSO.

All complaints will be dealt with promptly, seriously, sensitively and confidentially.

All concerns received shall be recorded immediately by the TZ Child Safeguarding Officer.

All complaints, the procedures of how the complaint is handled, and the eventual outcome of the complaint will be recorded and saved in a secure and confidential place by the TZ CSO for future reference, if required.

Any child safeguarding concern shall be reported to the Child Safeguarding Officer as soon as possible, and within 24 hours of learning of a concern.

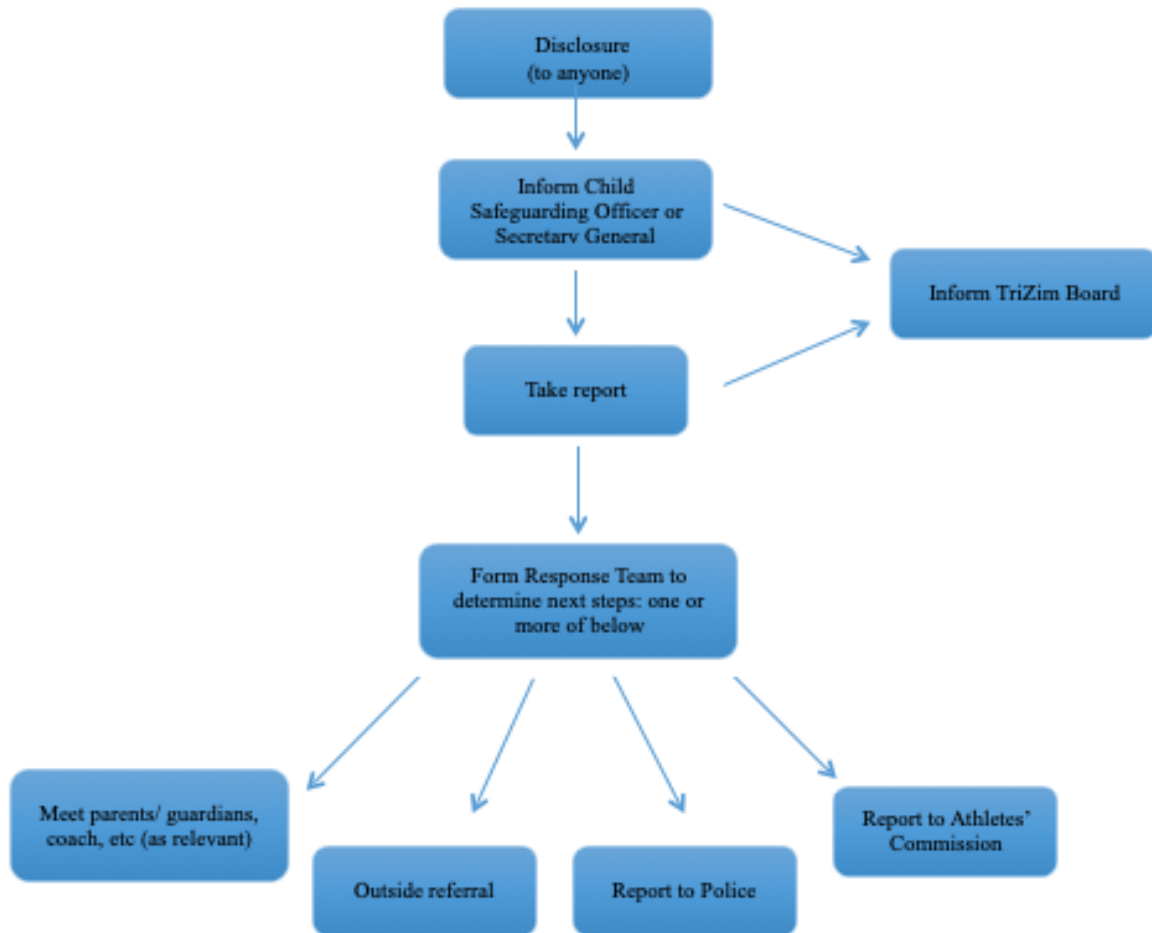
All concerns reported to the Child Safeguarding Officer shall be acted upon within 48 hours. Family/ Guardian involvement is important when dealing with reports, unless they are the perpetrator.

The CSO will call a meeting with the Child Safeguarding Response Team (Triathlon Zimbabwe Board members and CSO) to assess the information and level of concern and if the report involves concerns of child abuse, the national referral protocol will be followed.

The Child Safeguarding Response Team will take whatever action is necessary to ensure no further harm comes to the child. This will be through the support of one or more of the following: Police, Childline, Department of Social Welfare and other Welfare organisations.

Please see the reporting flowchart on the next page:

Flowchart:



Note: In this process, Triathlon Zimbabwe does not undertake legal investigations or pronounce judgments.

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Implementation

Awareness

A refresher training on this Child Safeguarding Policy will be held prior to the start of every season for all board/committee members, coaches and all other relevant members of TZ before the beginning of each season.

The community will be made aware of the Child Safeguarding Policy through TZ fliers and other Informative, educative & communication material with contact details of the relevant Child Protection Officer.

All people associated with TZ, including partner organisations and the children themselves will be made aware of the Child Safeguarding Policy through orientation, training and briefing at the beginning of every season.

The annual AGM will be used as a platform to further discuss the importance and increase Safeguarding awareness with the triathlon fraternity.

Prevention

Children's rights to protection will be safeguarded at all times through appropriate management practises, which includes, but is not limited to this policy and procedures for recruitment of TZ members, to ensure that children are protected.

Responding

Triathlon Zimbabwe takes seriously any concerns raised and will support children, TZ members or adults who raise concerns or who are the subject of concerns. It is expected that all those associated with TZ will report any concerns immediately.

Monitoring

This Child Safeguarding policy will be subject to review at the end of every triathlon season to assess its effectiveness, and amend as necessary.

Use of photographs on social media platforms

TZ uses social media platforms to promote the sports of triathlon, duathlon, aquathlon and related multisport derivatives and publishes information and reports which includes photographs, videos, and other forms of electronic media of members/athletes taken at sanctioned events. All images will be used solely for the purpose of fundraising, publicity, marketing and advertising the sports of triathlon, duathlon, aquathlon and related multisport derivatives. All members/athletes waive any right to payment including commission, royalties, profits, future earnings, and any other kind of compensation that may stem from the use of the images.

Any member who does not wish his/her or his/her child's photograph or image to be used on any of the official Triathlon Zimbabwe (TZ) social media accounts (i.e. Triathlon Zimbabwe website, Facebook, Instagram, etc.) should notify the TZ Secretary General in writing and request the removal of said photograph or image.

This request will be honoured as much as possible although it must be understood that:

- Social media is an organic platform with multiple users and it is impossible for TZ to exercise complete control.
- Anyone who objects to a particular posting of a photograph/image may request its removal or amendment.
- TZ will correct erroneous postings as quickly as possible.
- TZ cannot guarantee complete deletion of a digital trace, and cannot be held responsible for third party re-posting of material, or for material posted by third party accounts (athletes, spectators, parents etc.).

Declaration

Triathlon Zimbabwe hereby undertakes:

- To exclusively utilize images for marketing and/or promotional purposes in accordance with all the applicable laws of Zimbabwe.
- To refrain from disclosing the releasor's personal information including, but not limited to, the releasor's residential address, and contact information in all publications of the images.
- To prohibit unauthorized third-party access to the images excluding access granted to the TZ's marketing agents and corporate branding liaisons.



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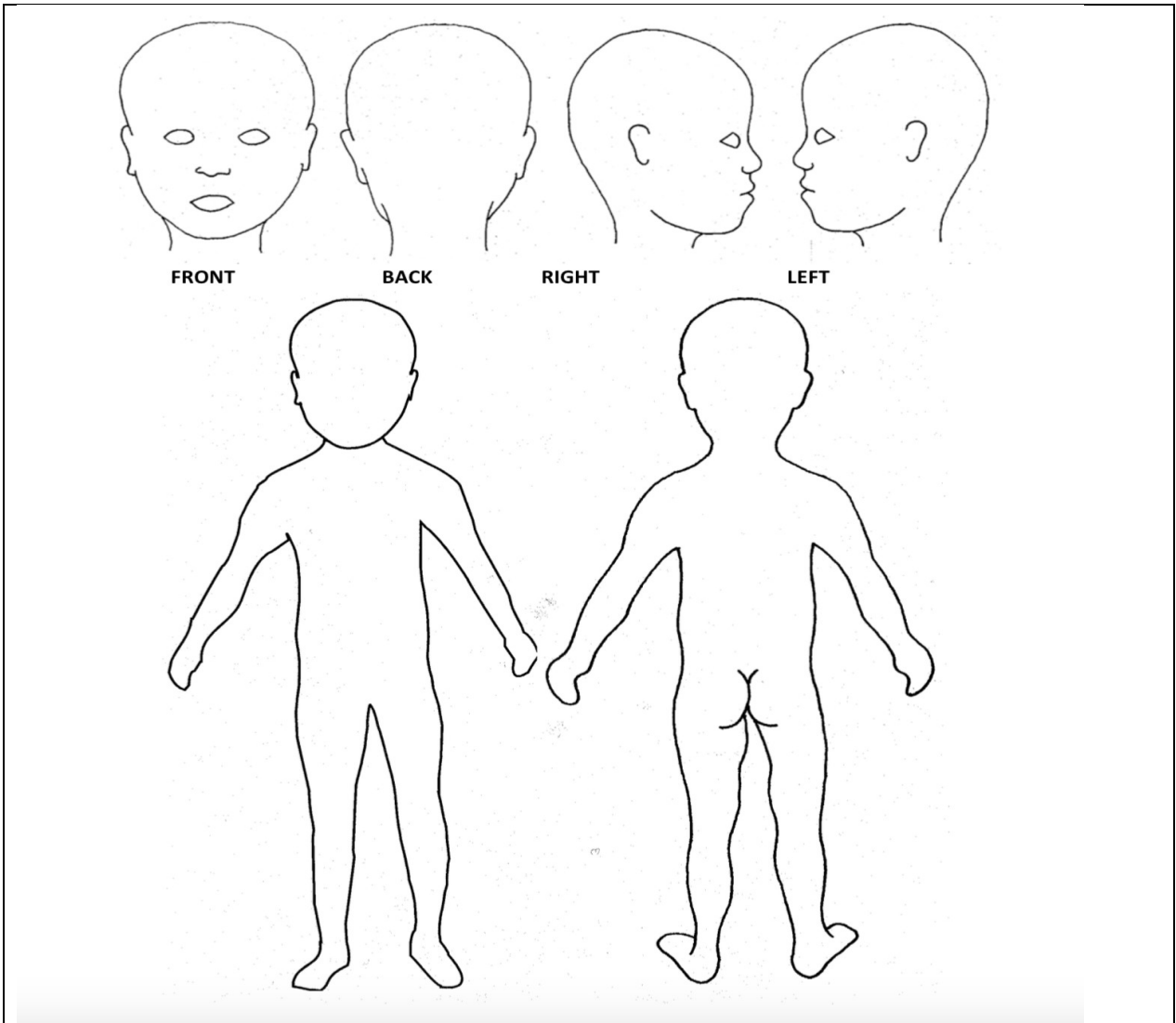
INCIDENT RECORD

Date of incident:

Location of incident:

Details of the incident:

Note the reasons for recording the incident. Ensure the following factual information is provided – who, what, when and where. Include names of witnesses, if relevant, and immediate actions taken. Offer an explanation where relevant. Attach a body map or other information, if appropriate.



Name of reporting person:

Contact details:

Date:

Responses to the incident including the names of anyone to whom the information was passed.

Signature of Safeguarding Officer

Date: