

MBBI JUNIOR VOLUNTEER CHILD SAFETY GUIDANCE DOCUMENT

Hi Junior Coach, Team Manager or Official,

As a volunteer at Moreton Bay Basketball, you play a big part in creating a safe, respectful, and fun space for young players and their families.

With that trust comes a big responsibility—keeping children safe.

Whether you're helping on the court or off, your actions matter. Kids look up to you, so it's important to always behave in a way that makes them feel safe, supported, and respected. That means speaking kindly, setting a good example, and reporting anything that doesn't feel right. Being part of MBBI means being part of a team that puts child safety first—and you're a key part of that.

This guide explains what you need to know and do to protect children and young people within our club.

YOUR MAIN RESPONSIBILITIES

1. BE A SAFE ROLE MODEL

- Always treat kids with respect.
- Keep your behaviour friendly, fair, and appropriate.
- Never cross personal boundaries (e.g. no private messaging, no physical contact unless necessary and appropriate).

2. SPEAK UP IF SOMETHING'S WRONG

- If you see or hear something that feels wrong or unsafe, tell a trusted adult at the club.
- You don't need to investigate—just report what you saw or heard.
- You're protected by law if you report something in good faith.

3. FOLLOW THE RULES

- You must follow the child safety expectations set by Moreton Bay Basketball. These rules help make sure everyone—especially children—feels safe, respected, and supported.
- If you're 18yrs or older, you must have a valid Blue Card before starting your role.
- If you're under 18yrs old, you don't need to complete child safety training, but you still have a responsibility to:
 - o Understand the child safety expectations explained to you by club staff
 - o Act respectfully and safely around children and young people.
 - o Speak up if you see or hear something that doesn't feel right.



WHAT COUNTS AS INAPPROPRIATE OR UNSAFE?

As a volunteer, you need to know what's not okay. If something makes someone feel uncomfortable, embarrassed, or unsafe, it's a problem. Here are examples:

- Bullying, teasing, or leaving someone out
- Touching someone in a way that makes them uncomfortable
- Making jokes or comments about someone's body or personal life
- Keeping secrets with kids or asking them to keep secrets from adults

If you're ever unsure, ask a trusted adult or report it. It's always better to speak up.

HOW YOU CAN HELP KIDS FEEL SAFE

Kids play better and enjoy the game when they feel safe and included. As a volunteer, you can make a big difference by:

- Listening to them
- Encouraging them to speak up
- Creating a friendly and inclusive team environment

HOW TO REPORT A CONCERN

If something feels wrong or unsafe, don't ignore it—speak up. You're not in trouble for reporting; you're helping keep everyone safe. Here's what to do:

- Tell the Club President or another adult leader.
- If the President is involved, speak to someone on the Board or Management Committee.
- Share what you know—who was involved, what happened, and when.
- You can also use the QR code on our website if you would prefer to report online.

You don't need proof—just a genuine concern.

SUPPORT AND GUIDANCE

You're never alone in your role. If you're unsure about what's safe or something feels wrong, ask for help—that's what we're here for.

- Talk to your Branch Manager or team leader (Jo - Score Bench, Tom - Referees). They can explain what safe behaviour looks like and what to do if something doesn't feel right.
- Speak to a trusted adult at the club if you're worried about anything.
- Find important club contacts at the bottom of this document.



BEFORE YOU BEGIN VOLUNTEERING

You're about to play an important role in making basketball safe and fun for everyone! Even though you don't need to sign any forms as an under-18 volunteer, it's still important to understand what's expected of you. Before you start, make sure you know:

- Your responsibilities
- How to follow child safety rules
- What to do if you see or hear something that doesn't feel right

We encourage you to go through this information with a trusted adult so you feel confident in your volunteer role before starting.

NEED HELP OR MORE INFORMATION?

If you want to learn more about child safety or need support, here's what you can do:

- Check the full Child Protection Policy on the MBBi website. Your Branch Manager, Team Leader, or any Board/Management Committee member can go through it with you.
- Ask for a printed copy of this guide or the full policy anytime.
- Complete the free Safeguarding Children in Basketball QLD course through Basketball Australia. It's not mandatory for U18 volunteers, but you're welcome to do it if you'd like to learn more. For more information on this course, contact the Club Secretary.

THANK YOU FOR VOLUNTEERING. YOUR TIME AND COMMITMENT MAKE A REAL DIFFERENCE.

Being a trusted and responsible volunteer means helping to keep children safe. By looking out for others, setting a good example, and speaking up when something doesn't feel right, you help protect young people and build a safe basketball community.

If you're ever unsure or need support, please reach out to your Branch Manager, Junior Coordinator, Registrar, fellow coach, or any member of the Board or Management Committee.

Thanks for helping us make Moreton Bay Basketball a safe, respectful, and welcoming place for everyone!



IMPORTANT CLUB CONTACTS

MBBI BOARD MEMBERS

The MBBI Board oversees the club, makes key decisions, and ensures everything runs smoothly for players, families, and volunteers.

President: Clayton Richardson: clayton.richardson@moretonbaysuns.com

Secretary: Kelly Page: kelly.page@moretonbaysuns.com

Treasurer: Rebecca Le Bherz: Rebecca.lebherz@moretonbaysuns.com

Registrar: Amanda Donovan: Amanda.donovan@moretonbaysuns.com

Junior Co-ordinator: Dannielle Weedall: dannielle.weedall@moretonbaysuns.com

Representative director: Kate Hare, Kate.hare@moretonbaysuns.com

Development coordinator: development@moretonbaysuns.com

MANAGEMENT COMMITTEE MEMBERS

The Management Committee supports the Board by coordinating competitions, referees, and score bench operations to keep games running smoothly.

Competitions Coordinator: Sheree Waddell: competitions@moretonbaysuns.com

Organises game schedules, fixtures, and ensures competitions run smoothly.

Referee Coordinator: Tom Waddell: tom.waddell@moretonbaysuns.com

Manages referees, assigns games, and supports fair play.

Score Bench Coordinator: Jo Hockings: jo.hockings@moretonbaysuns.com

Trains and organises score bench officials to keep accurate game records.

BRANCH MANAGERS

Branch Managers are the main contact for coaches, team managers, and families in their branch. They handle communication, solve issues, and make sure club rules are followed during games and events.

Branch Manager (Heat, Wolves, Lakers, Bucks and Warriors teams)

Emily Driscoll: Emily.driscoll@moretonbaysuns.com

Branch Manager (Bulls, Nets, Clippers, Hornets, Mavericks and Thunder)

D'mitri Faolua: dfaol1@eq.edu.au

