

## ATTACHMENT "C"



## RISK AUDIT CHECK LIST CHILD AND YOUTH SAFE ENVIRONMENTS

	Please Tick Box		
	Yes	No	Risk Rating
<b>Administration and Policies</b>			
Are Queensland Cricket records stored in a safe place?			
Does Queensland Cricket have suitable insurance cover?			
Does Queensland Cricket have a policy on child and youth safe environments?			
Is the policy and its procedures communicated to all members, staff, employees and contractors?			
Is the policy properly implemented?			
Is the policy monitored and reviewed?			
<b>Planning</b>			
Does Queensland Cricket have a risk management plan in relation to child and youth safe environments?			
Are adequate resources apportioned to the implementation of the plan?			
Does Queensland Cricket have appropriate emergency response procedures included in the plan?			
Are responsibilities clearly defined in all plans?			
<b>Personnel Management</b>			
Are position descriptions available for all positions?			
Do position descriptions clearly define responsibilities?			
Are suitable induction processes for all employees, contractors and volunteers in place?			
Are reporting mechanisms clearly defined for employees and volunteers?			
Is there a clear procedure to handle disputes / complaints within Queensland Cricket?			
<b>Education, Training and Accreditation</b>			
Do all coaches have appropriate accreditation?			
Do all coaches maintain their accreditation?			
Are opportunities for training and education promoted?			
Are suitable training records maintained?			
Do activity leaders have appropriate experience, training, or accreditation?			

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## Risk Audit Check List (cont'd) Child and Youth Safe Environments

Please Tick Box

<b>Hazard Identification and Control</b>	Yes	No	Risk Rating
In relation to Youth safe environments are appropriate risk / safety inspections made of: <ul style="list-style-type: none"> <li>• Toilet and change room facilities</li> <li>• Grounds</li> <li>• Lighting</li> <li>• General facilities</li> </ul>			
Are inspections made on a regular basis?			
Are records kept?			
Are risks identified, rated and acted upon?			
Are suitable policies in place to manage known risks?			
Is there a clear procedure for reporting incidents?			

Please Tick Box

<b>Legislation &amp; Industry Standards</b>	Yes	No	Risk Rating
Is Queensland Cricket aware of legislation in relation to child and youth safe environments?			
Does Queensland Cricket comply with this legislation?			
Is Queensland Cricket aware of the industry standards that apply to its operations?			
Does Queensland Cricket comply with these standards? Do all members, employees, volunteers and contractors understand the extent of their "Duty of Care"?			

Please Tick Box

<b>Event Management</b>	Yes	No	Risk Rating
Does Queensland Cricket prepare an event management plan for each major event?			
Is "Child Safe" risk management considered when planning an event?			
Is an appropriate standard of care applied to participants?			
Is a suitable screening process in place to ensure all participants have the fitness, strength and skill necessary to safely participate?			
Are organisational responsibilities clearly defined and allocated?			