



## Triathlon Singapore's (TS) 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".

Sport Safety Committee refers to an internal committee set up by TS, comprising of 1 Chairman, 1 safeguarding officer, 1 athlete, 1 Coach and 1 Technical Official, who will look into matters to do with Sports Safety, including Safe Sport.

Management Committee refers to TS's elected Executive committee (comprising of the President, Honorary Secretary, Assistant Hon Secretary, Deputy President, Honorary Treasurer) and MC members (elected or co-opted)

Staff refers to all paid employees of TS (part-time, full time, contracted), including but not limited to the General Manager, Sports Development Executive, Technical Director

"Participants" refer to all athletes, coaches, officials, facilitators, volunteers, members and staff who are involve in our sport locally or overseas.

Stakeholders refers to all participants, members, affiliates and partners of TS.

### Purpose

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

### Responsibilities

The Management Committee is responsible for the development and endorsement of the Triathlon Singapore's Safe Sport Commitment. It delegates the implementation of the policy to the our Sports Safety Committee. The role of each entity in relation to the development and compliance of the Triathlon Singapore's Safe Sport Commitment is detailed in the table below.

Entity	Role/Responsibility
Management Committee	<ul style="list-style-type: none"> <li>• Promote the commitment to this policy and its expectations.</li> <li>• 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.</li> <li>• Ensure compliance to the policy via an inbuilt review mechanism.</li> <li>• Ensure adequate resources are allocated to allow for the development and effective implementation of this policy.</li> <li>• Develop opportunities for regular discussion at all levels to support a culture of openness and continued improvement and accountability towards safe sport</li> <li>• Advocate and promote safe sport, empowering and engaging stakeholders in support of this policy and its expectations.</li> </ul>
Sport Safety Committee	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Ensure the suite of safe sport policies is implemented and adhered to amongst relevant stakeholders.</li> <li>• 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.</li> <li>• Ensure adequate resources are allocated to allow effective implementation of the suite of safe sport policies.</li> <li>• Ensure to support our participants in a joint way with a decision to initiate any form of action to protect them from harassment and abuse.</li> <li>• Ensure appropriate supports, such as counselling and formal debriefing, are provided for any individual involved in a matter relating to responding to a concern for their safety and wellbeing.</li> <li>• Advocate safe sport, empowering and engaging stakeholders in support of this Statement.</li> <li>• Proactively share resources and experience in the development of safe sport initiatives as they are identified.</li> <li>• Develop opportunities for regular discussion at all levels to support a culture of continuous improvement and accountability towards safe sport</li> <li>• Ensure that they are aware of the appropriate recruitment, screening and employment practice in relation to individuals with specific roles in the conduct of our activities.</li> </ul>
Staff and Volunteers	<ul style="list-style-type: none"> <li>• Maintain a full understanding of the commitments and expectations of this policy, as well as all other policy relevant to safe sport.</li> <li>• To undertake any induction and training anticipated in this policy, in relation to policy and procedures relevant to keeping our sport safe.</li> <li>• To seek guidance from Management Committee if there is ever any lack of understanding in relation to the commitments and expectations as set out in this policy.</li> <li>• To take action to protect our participants from all forms of harassment and abuse.</li> <li>• To assist in creating and maintaining a sport safe culture and a culture of inclusion.</li> </ul>

## **Our Commitment**

Triathlon Singapore is committed to ensuring the safety and wellbeing of our participants. Our policies and procedures seek to address risks to safe sport and to establish safe sport culture and practices. Our safe sport commitment is: accessible on our website, and are communicated to the general public, our stakeholders and our participants. We regularly review our policies, gain endorsement of changes and advise our stakeholders and our participants of changes.

### **We are committed to safe sport**

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

### **Our staff and volunteers know the behaviour we expect**

We ensure that all staff and volunteers understands their role and the behaviour we expect in relation to keeping our participants 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 Sport Singapore that outlines our expectations for behaviour towards our participants. Our participants are given a copy of and have access to the Code of Behaviour. Our staff and volunteers 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 any individual 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 our participants 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 our participants complete safe sport training where available. We support ongoing education and training for our participants to ensure safe sport information is provided in an ongoing way.

We ensure that our participants 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 all stakeholders 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 participants and of themselves
- our policy about responding to harassment and abuse

We have processes for encouraging two-way communication with our participants. 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 Management Committee, and applies to all individuals. The policy states that:

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

Our Participants 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 our sport safe from harassment and abuse. We have assigned responsibility for maintaining and improving our policies and procedures to our sport safety committee.

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

We have formal reviewed our service delivery to identify and document potential risks of harassment and abuse to our participants. We undertake formal reviews, at least annually, to identify and document potential risks of harassment and abuse to our participants. 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
	28 April 2020			Endorsed by: TS MC Approved by: TS MC