



## **Singapore Swimming Association 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".

### **Purpose**

- To protect the interests of athletes, coaches, officials, volunteer, members and staff in our sport from harassment and abuse.
- To outline the principles that guide our approach to safeguarding and protecting athletes, coaches, officials, volunteer, members and staff
- 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, access or participate in our activities, courses, events and programmes

### **Responsibilities**

The Executive Committee (EXCO) is responsible for the development and endorsement of the Singapore Swimming Association (SSA) Safe Sport Commitment. It delegates the implementation of the policy to the Executive Director. The role of each entity in relation to the development and compliance of the SSA Safe Sport Commitment is detailed in the table below.

Entity	Role/Responsibility
<p><b>Executive Committee (EXCO)</b></p>	<ul style="list-style-type: none"> <li>• Endorse SSA's Safe Sport commitment and its expectations.</li> <li>• Review the content of this document 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>• Ensure education sessions and circulation of materials 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>
<p><b>Executive Director</b></p>	<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 education and 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> </ul>

Entity	Role/Responsibility
	<ul style="list-style-type: none"> <li>• Ensure appropriate support mechanisms, such as counselling and formal debriefing, are provided for any athletes, coaches, officials, volunteers, members or staff involved in such a matter.</li> <li>• Advocate safe sport by engaging stakeholders in support of this Commitment.</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 recruitment is conducted with due diligence and potential candidates go through proper vetting processes.</li> </ul>
<p><b>Staff and Volunteers</b></p>	<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 as stipulated by this commitment.</li> <li>• To seek guidance from a supervisor or manager 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 athletes, coaches, officials, volunteers, members and staff from all forms of harassment and abuse.</li> <li>• To assist in creating and maintaining a sport safe culture and a culture where there is no gender, racial, sexual orientation or any kind of prejudice or discrimination.</li> </ul>



## **Our Commitment**

Singapore Swimming Association is committed to ensuring the safety and wellbeing of athletes, coaches, technical officials, volunteers, members and staff. Our policies and procedures seek to address risks to safe sport and to establish a safe sport culture and environment. Our suite of safe sport policies is: accessible in documents that are easy to understand; and are communicated to athletes, coaches, officials, volunteers, parent, members, staff and the general public. We regularly review our policies, gain endorsement of changes and advise our stakeholders 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 all stakeholders and give them access to a copy of our commitment statement.

## **Our stakeholders know the behaviour we expect**

We will ensure that each individual understands their role and the behaviour we expect in relation to keeping athletes, coaches, officials, volunteers, members and staff safe from harassment and abuse through application of the Code of Conduct. We have a Code of Conduct Policy, which is approved and endorsed by the EXCO that outlines our expectations of behaviour towards athletes, coaches, officials, volunteers, members and staff. All of them are given a copy of and have access to the Code of Conduct.

## **Induction and training is part of our commitment**

We provide all athletes, coaches, officials, volunteers, members and staff with information during their induction / training about our commitment to keep sport safe including our Code of Conduct Policy and Safe Sport Reporting Procedure. We have a process for ensuring that they complete safe sport training where available. We will also support ongoing education and training for them, ensuring that the information is up-to-date and that they are aware of any relevant legislation in Singapore or wheresoever they may travel to as part of their duties.



### **We actively engage the stakeholders**

We communicate with all stakeholders in developing a safe, inclusive and supportive environment. We will provide information about:

- our commitment to safe sport
- the behaviour we expect of athletes, coaches, officials, volunteers, members and staff
- our policy about responding to harassment and abuse

### **Our stakeholders understand their responsibility for reporting harassment and abuse**

Our Safe Sport Reporting Process is approved and endorsed by the EXCO and applies to all stakeholders. The process states that:

- Harassment or abuse must be reported immediately
- A specified process when reporting harassment or abuse must be followed, including who will receive the reports
- Failure to report is serious misconduct

Our stakeholders have access to the policy and understand its implications of the policy. We document any allegation, disclosure or concern regarding harassment and abuse and monitor responses to all of these.

<b>Reference</b>	<b>Date approved</b>	<b>Date Last amended</b>	<b>Date of next review</b>	<b>Status</b>
	14 Mar 2019			Endorsed by: SSA EXCO Approved by: SSA EXCO