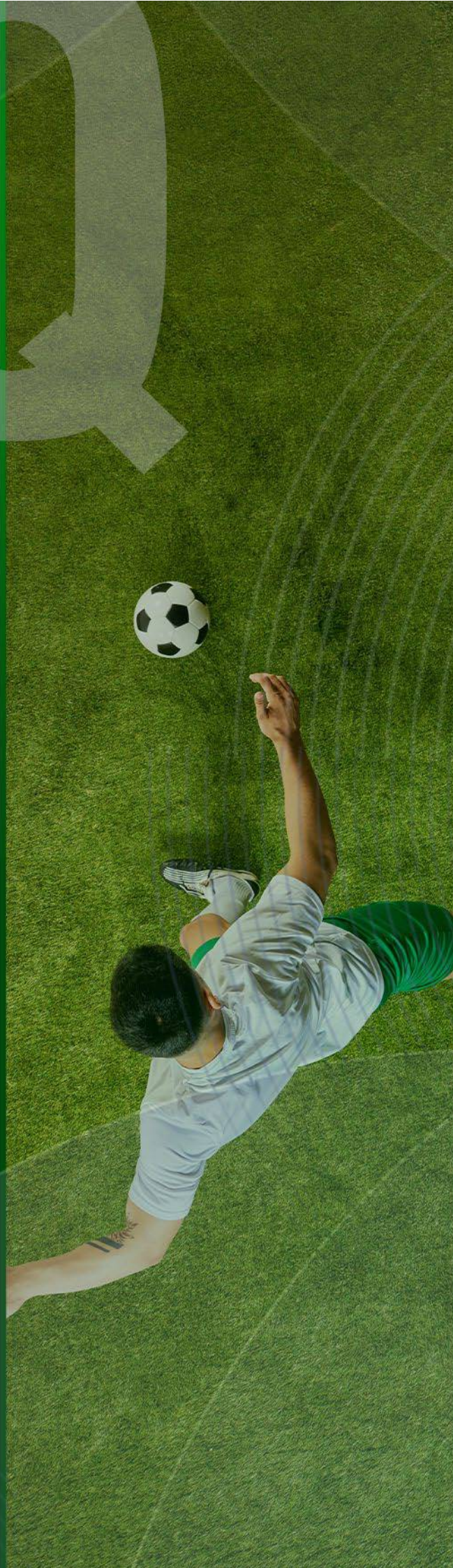


FREQUENTLY ASKED QUESTIONS



maccabi

INTEGRITY



MACCABI AUSTRALIA INC – INTEGRITY POLICIES

Frequently Asked Questions

INTEGRITY FRAMEWORK

Who does the Maccabi Integrity Framework apply to?

The Integrity Framework is a set of policies and procedures that apply to **all Maccabi Participants**, including members, athletes, coaches, administrators, officials and support personnel, employees, host families, contactors and volunteers.

What policies are part of the Maccabi Integrity Framework?

Our **key Integrity Policies** are:

1. Code of Conduct
2. Safety and Wellbeing of Children, Young People and Vulnerable People
3. Member Protection and Inclusion: discrimination, harassment and bullying; all abilities; pregnancy; gender diversity; intimate relationships and social media
4. Alcohol and Other Drugs
5. Competition Manipulation and Sport Wagering
6. Dealing with Incidents, Complaints and Disputes

INCIDENTS, COMPLAINTS AND DISPUTES

How do I report a complaint?

You can submit a complaint by completing the **Maccabi Complaint Form** and sending or giving it to a Club or event Integrity Officer or to a Maccabi Club or State Committee member. If the complaint involves an Integrity Officer or Committee member, you can send or give it to the State Integrity Officer.

When making a report, do I have to provide my name?

You can make an **anonymous** report. However, this means that we may not be able to progress the matter, as we won't be able to get in touch with you for more details to investigate the matter further. So, we encourage everyone in the Maccabi community to raise concerns in their own name.

For **additional confidentiality**, you can limit the number of Maccabi people who know your name. For example, you might only be comfortable with one person knowing who you are and communicating through that person. You can discuss this with an Integrity Officer.

Do I have to be the target of any inappropriate behaviour to submit a complaint?

No. You can submit a complaint about **any inappropriate behaviour** you have observed or learnt about.

If I raise an issue that I think is in breach of a Maccabi Integrity Policy, what are the options for addressing the complaint?

Depending on the level of issue, where possible Maccabi aims to resolve complaints and disputes **informally** by agreement between the people involved. This can include discussions, exchange of communication or a mediated meeting between the parties involved.

If the issue is more serious or it cannot be resolved, then Maccabi might escalate it to a **formal** process. This might include an internal investigation, independent mediation or external investigation.

If I've already complained to my Club and they didn't take me seriously, who do I go to?

If you believe that your issue is not being addressed by your Club, you can contact your **Maccabi State Integrity Officer**.

NSW Integrity Officer – Roger Engel – integritynsw@maccabi.com.au

VIC Integrity Officer – Leanne Faraday-Brash – integrityvic@maccabi.com.au

WA Integrity Officer – Gary Louis – integritywa@maccabi.com.au

QLD President – Josh Magnus – queensland@maccabi.com.au

If I've already complained to my State Integrity Officer and am not satisfied with their response, who do I go to?

If you believe that your issue is not being addressed or there is a perceived conflict of interest, you can contact the Maccabi **National Integrity Officer**.

National Integrity Officer – Yvonne Fayman – integrity.MAI@maccabi.com.au

Will I be told the outcome of any complaint I make?

Maccabi will inform you in writing about the outcome of any complaint that you make. However, if there is an investigation you will not be able to see the investigation report, as it is likely to include confidential interviews with numerous people.

If I think a player has been wrongly graded, is that an integrity issue?

This is not an integrity issue, it is a selection issue. This should be covered by the Club/event selection policy.

MEMBER PROTECTION

What type of conduct does the Member Protection and Inclusion Policy cover?

Everyone involved with Maccabi has the **right to participate in fun, safe and welcoming environments** and be treated with respect, dignity, and fairness. The Member Protection Policy prohibits conduct including abuse, bullying, harassment, sexual misconduct, unlawful discrimination, victimisation or vilification.

The Member Protection and Inclusion Policy also sets out Maccabi's policies on including people in our activities as far as possible regardless of disabilities; pregnancy and gender identity. Finally, the Policy sets out guidelines relating to intimate relationships and social media use at Maccabi.

CHILD SAFEGUARDING

What does safeguarding mean?

Safeguarding refers to our actions to **promote and protect the safety and well-being of children and young and vulnerable people** participating at Maccabi. We aim to do the best we can to keep them safe from harm, abuse or injury.

Do I require a Working with Children Check clearance or Blue Card?

Yes, it is Maccabi policy that **all of the following people**, if over the age of 18, must have a Working with Children Check Clearance (**WWCC**) or equivalent from the State in which they reside:

- all paid Maccabi staff;
- all paid or volunteer Maccabi officials – including
 - every committee and board member at Club, State and National level;
 - all coaches and team managers who have one or more junior (under 18) athletes on their team;
 - all other Maccabi officials who have any regular, direct contact with under 18s; and
- any member of a host family (e.g. for Junior Carnival) that is hosting billets who are under 18, or vulnerable people.

Do I need proof/evidence before raising a concern?

You don't need proof. **You just need a 'reasonable belief' that it is likely something has or will happen.** A 'reasonable belief' is not the same as having proof but is more than mere rumour or speculation. For example, a 'reasonable belief' might be formed if:

- a child/young/vulnerable person says that they have been harmed or abused;
- a child/young/vulnerable person says that they know someone who has been harmed or abused (sometimes they may be talking about themselves);
- someone who knows a child or young/vulnerable person says that the child/young person has been harmed or abused;

- observations of the child/young/vulnerable person's behaviour or development lead to a belief that they have been harmed or abused or are likely to be harmed or abused; and
- signs of harm or abuse lead to a belief that the child/young/vulnerable person has been harmed or abused.

What should I do if I am a child and am uncomfortable with the behaviour of a coach, adult volunteer or older young athlete on my team?

You should tell a trusted adult such as a parent, guardian or carer, Club Integrity Officer or Committee member. You will not be in trouble, but it is important that you tell someone who can do something about the behaviour. It is important that you report concerns as soon as possible.

My child goes to school/ youth movement with the child of the parent /coach/player I'm complaining about. Will they have to be told who lodged the complaint?

There is a possibility that the respondent will be informed; it does depend on the nature of the complaint and the extent of any investigation.

My child is going to Carnival. What protections are in place for athletes who are billeted?

All family members in a billeting household who are over the age of 18 years are required to have a verified Working with Children Check or equivalent. This can include anyone who does not live at the residence but may come over to babysit.

SCREENING, RECRUITMENT & INDUCTION

Can Maccabi give my Club position descriptions and recruitment guidelines to use?

Yes, Maccabi can supply your Club with position descriptions and recruitment guidelines. Please contact your state office for more information.

Do all volunteers and paid staff need to have a Working with Children Check or Blue Card?

A Yes, it is Maccabi policy that all of the following people, if over the age of 18, must have a Working with Children Check Clearance (**WWCC**) or equivalent from the State in which they reside:

- all paid Maccabi staff;
- all paid or volunteer Maccabi officials – including
 - every committee and board member at Club, State and National level;

- all coaches and team managers who have one or more junior (under 18) athletes on their team;
- all other Maccabi officials who have any regular, direct contact with under 18s; and
- any member of a host family (e.g. for Junior Carnival) that is hosting billets who are under 18, or vulnerable people.

Are reference checks required?

Yes, reference checks are required, even if the applicant already has a history with Maccabi. The selected referees should:

- have known the applicant for at least 12 months;
- not be related to the applicant; and
- be able to vouch for the applicant's reputation and character.

Written character references aren't sufficient and should be followed up and verified by a phone call or another form of direct contact.

Who needs to complete Maccabi's Integrity training?

All staff and volunteers need to complete Maccabi's Integrity training

<https://maccabilearn.coassemble.com/unlock/T7wpP3j#/.>

