



Archery Queensland Inc

Code of Behaviour for the Interacting with Children and Young People

Reviewed 12.02.2026

All members of AQ and all visitors (including parents and guardians) and guests are required to follow the following principles and exhibit the following behaviours. This code applies equally to child to child interaction.

It is to be noted that with club activities there is likely to be a wide range in ages and levels of maturity of members in attendance and behaviour must be geared accordingly.

With advances in information technology, particularly in the area of “social networking sites” and the inherent dangers these sites may pose to children, AQ has taken the position that no official communications should be provided electronically to members other than by its official website or via direct email.

Sanctions may be applied where members do not follow this code and these sanctions may include exclusion or withdrawal of membership.

This code is supplementary to the codes of Archery Australia which have been adopted by the AQ and apply to all members, visitors (including parents and guardians) and guests.

Code of Behaviour – for the Interfacing with Children and Young People

1. All members are to respect the directions of office bearers and officials and in doing so set a good example for children and young people
2. Children and young people are to be shown respect and junior members are to show respect for seniors
3. Violent or excessively rough behaviour is not to occur
4. At all times the language used around children and young people must be appropriate, for example swearing or sexual references or innuendos are not to be made
5. Inappropriate material (including pornography or violent material) must not be brought into any area or facility under the control of the AQ or any member club
6. A coach should seek to instruct a young person with another person in attendance

7. It is recognised that for archery coaching it is often necessary to physically touch and manipulate the student to demonstrate correct technique and form, accordingly coaches should check with the student before touching or manipulating and then take care not to make contact in an offensive way
8. Avoid use of social networking web sites to communicate to children and young people.
11. Use the “Blind Carbon Copy” field in general broadcast email messages, to restrict disclosure of an individual’s e-mail address, where children are concerned.
12. Obtain permission from AQ management and the organisers of events before taking any photographs. AQ may hold the media rights for a sanctioned event, and photographers must seek clearance from AQ before taking photos as media rights may be under commercial arrangements.
13. When joining AQ, archers/parents/guardians to agree to allowing photograph to be taken for AQ sanctioned purposes, and archers may opt out of this agreement, however, to ensure there is no confusion photographers are to check with AQ management and the organisers of events, who will in turn check with archers if considered necessary.
9. When joining AQ, in general archers/parents/guardians agree to allow first aid or medical treatment to be given in the event of injury or illness, however archers or a parent or guardian may opt out in giving this permission and specifically denied the application of treatment.
10. Members should not transport a young person unaccompanied by another person without the parent’s or guardian’s permission
11. Clubs should have a sign in and out process for children and young people.
12. Seek advice from a Member Protection Information Officer where concern exists of potential harassment, bullying, victimisation or discrimination etc.
13. Report illegal abuse to the Department of Child Safety and/or the Police, and to Archery Australia and Sports Integrity Australia as appropriate.

Grievances

14. Refer to the AQ Grievance Policy for the process to follow.
Complaints/grievances will be managed by a Complaints Officer, who will normally be the club President or other delegated person.

Guidelines - for the Dealing with Voluntary Disclosures or Suspected Abuse

15. Seek advice from the Member Protection Information Officer if available. If an AQ MPIO is not available a MPIO is often available from an RGB, club or another sport.
16. The role of the MPIO is to listen, support and inform the child/young person of their options:-
 - a. “do nothing”
 - b. “do something yourself”
 - c. internal procedure (Grievance)
 - d. external procedure (legal etc).

17. Advise parent/guardian/child/young person that any disclosures are confidential, unless of a criminal nature, eg sexual abuse. Criminal acts must be reported to authorities eg police, Child Protection Agency.
18. MPIO, club official or Archery Queensland is not an investigator of criminal allegations – be impartial and pass on information to appropriate authorities.
19. If a child/young person approaches a club official with a complaint or allegation, assure the individual that they have done the right thing in coming forward. Listen actively and prompt for information, avoiding leading questions.
20. If a member/official suspects abuse, ie child's appearance or behaviour, approach the child at an appropriate time and place, asking questions in a conversational manner. Monitor child's reactions and responses.
21. If an official feels uneasy with situation or disclosure, ask the child if they would feel comfortable talking with MPIO.
22. If an official or MPIO is unsure or in doubt of action to be taken regarding the disclosure or allegation of a criminal nature, contact Police and/or Child Protection Agency for advice.
23. If disclosure of abuse (not of a criminal nature) relates to the behaviour or conduct of an official, coach, parent, spectator or visitor to the club, suggest to the parent/guardian/child that they advise appropriate official, e.g. Club President, Club Coach (internal procedures may be implemented). If a child is unsure or nervous with this procedure, suggest they inform or take a trusted adult with them, eg parent or guardian.
24. Monitor and check back with the child at a later date that the situation has been resolved or improved.