

National Integrity Framework

Child Safe Practices Guide

PIPE BANDS AUSTRALIA

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	Name	Position	Date
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Contents

- Contents 3
 - Definitions..... 4
 - Purpose..... 4
 - General Principles 4
 - Appropriate Conduct 4
 - Inappropriate Conduct..... 4
 - Supervision 5
 - Electronic Communication..... 5
 - Photography and Recording 5
 - Travel and Accommodation 5
 - Responding to Concerns 6
 - Continuous Improvement..... 6
- Appendix A 7
 - Five Question to Ask Before Interacting with a Child or Young Person 7

Definitions

Capitalised terms used in this Policy have the meanings assigned to them in the Pipe Bands Australia National Integrity Framework unless otherwise specified.

Purpose

This Guide provides practical guidance to support the implementation of the Pipe Bands Australia Safeguarding Children and Young People Policy.

This Guide should be read in conjunction with the Pipe Bands Australia National Integrity Framework and associated safeguarding policies and procedures.

The examples contained within this Guide are not exhaustive and should be applied using common sense, sound judgement and a child-centred approach.

General Principles

All Relevant Persons should:

- prioritise the safety and wellbeing of Children and Young People;
- maintain professional and appropriate boundaries;
- act as positive role models;
- treat Children and Young People with dignity and respect;
- consider how their actions may be perceived by others; and
- immediately report concerns regarding the safety or wellbeing of a Child or Young Person.

Appropriate Conduct

Examples of appropriate conduct include:

- providing instruction, mentoring and feedback in a respectful manner;
- using positive and age-appropriate language;
- ensuring interactions occur in observable and accountable environments;
- involving parents, guardians or other responsible adults where appropriate;
- obtaining consent before taking photographs or recordings where required;
- maintaining transparent communications regarding PBA activities.

Inappropriate Conduct

Examples of appropriate conduct include:

- humiliating, belittling or intimidating a Child or Young Person;
- favouritism or the appearance of favouritism;
- inappropriate physical contact;
- sharing sexually explicit, offensive or inappropriate material;
- private communications unrelated to legitimate PBA activities;

- transporting a Child or Young Person alone without appropriate safeguards;
- spending time alone with a Child or Young Person in circumstances that are unnecessary or difficult to observe.

Supervision

Relevant Organisations should ensure:

- Children and Young People are appropriately supervised during activities;
- supervision arrangements are proportionate to the activity and age of participants;
- reasonable steps are taken to avoid unnecessary one-to-one situations; and
- clear responsibility for supervision is identified.

Electronic Communication

Electronic communications with Children and Young People should:

- relate to legitimate PBA activities;
- be professional and age-appropriate;
- where practicable, include a parent, guardian or another responsible adult;
- utilise approved or commonly recognised communication platforms; and
- be capable of review where necessary.

Private, secretive or unnecessary communications should be avoided.

Photography and Recording

Photographs, video recordings and livestreams should:

- support legitimate PBA activities;
- respect the dignity and privacy of Children and Young People;
- comply with any parental consent requirements;
- avoid capturing children in inappropriate or vulnerable situations; and
- be stored and shared responsibly.

Travel and Accommodation

Where activities involve travel or accommodation:

- reasonable supervision arrangements should be established;
- accommodation arrangements should be age-appropriate;
- adults and Children or Young People should not share sleeping accommodation unless they are family members or another appropriate arrangement exists;
- parents or guardians should be provided with relevant information regarding the activity; and
- risks should be considered and managed prior to the activity.

Responding to Concerns

If a Relevant Person:

- witnesses concerning behaviour;
- receives a disclosure;
- suspects abuse, neglect or harm; or
- becomes aware of circumstances placing a Child or Young Person at risk,

they should take immediate action in accordance with the Safeguarding Children and Young People Policy and any applicable legal obligations.

The safety of the Child or Young Person should always be the primary consideration.

Continuous Improvement

Pipe Bands Australia encourages all Relevant Persons and Relevant Organisations to regularly review their practices and identify opportunities to strengthen safeguarding arrangements.

Safeguarding Children and Young People is a shared responsibility across all levels of Pipe Bands Australia.

Appendix A

Five Questions to Ask Before Interacting with a Child or Young Person

Before engaging in any activity, communication or interaction with a Child or Young Person, ask yourself:

1. Is this interaction necessary?

Is the interaction connected to a legitimate Pipe Bands Australia activity, role or responsibility?

If the interaction is not necessary, consider whether it should occur at all.

2. Is this interaction appropriate?

Would a reasonable parent, guardian, colleague or member of the public consider the interaction appropriate?

If you would be uncomfortable explaining the interaction to others, reconsider your approach.

3. Is this interaction observable?

Can the interaction be seen, monitored or verified by others if necessary?

Where practicable, avoid situations that are private, secretive or difficult to observe.

4. Does this interaction place the Child or Young Person first?

Have you considered the safety, wellbeing, dignity and best interests of the Child or Young Person?

The needs of the Child or Young Person should always take priority over convenience or personal preference.

5. Would I be comfortable if this interaction became public?

Would you be comfortable if the interaction were reviewed by a parent, guardian, Branch Executive, National Management Committee, regulator or law enforcement agency?

If the answer is no, stop and reconsider the interaction.

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