HERVEY BAY SURF LIFESAVING CLUB
DIVERSITY, EQUITY AND INCLUSION POLICY

Document Control and Approval	
Approved by HBSLSC Board on	17 August 2026
Effective date	17 August 2026
Next review date	By 1 September 2028
Version	1.0
Related documents	Statement of Commitment to Child Safety; Child Safe Policy, Child Safe Code of Conduct; Child Safe Risk Management Plan; Complaints Reporting Policy

1. CONTEXT

1.1 Hervey Bay Surf Lifesaving Club (HBSLSC) recognises and values the diverse capabilities, experiences and characteristics that members, volunteers, employees and community participants bring to the Club.

1.2 As an organisation built on volunteerism, community service and the protection of life, HBSLSC recognises that diversity strengthens the Club, enhances capability and reflects the communities we serve.

1.3 HBSLSC is committed to being an inclusive organisation that is open to the community and provides a safe, respectful and inclusive environment for all who participate in surf lifesaving activities.

1.4 The ocean does not discriminate and neither do we; our sense of belonging binds us together, strengthens our Club and helps build safer, more resilient communities.

2. PURPOSE

2.1 The purpose of this policy is to ensure that all people involved with HBSLSC are treated with respect and dignity in a safe, inclusive and supportive environment. This policy requires HBSLSC and its members to:

- value and celebrate diversity;
- embed inclusive practice in Club operations, programs and interactions; and
- respect and value social, cultural, linguistic and personal diversity.

2.2 This policy recognises changing social views and seeks to incorporate them into policy.

2.3 This policy complements the Club's member protection, child safety, complaints handling and related governance policies that support a safe and inclusive environment.

3. LEGISLATION

3.1 Federal and Queensland anti-discrimination laws protect individuals from unlawful discrimination, harassment, vilification and victimisation on the basis of protected attributes, including sex, age, race, disability or impairment, religious belief or activity, political belief or activity, pregnancy, relationship status, parental or family responsibilities, gender identity, sexuality, sex characteristics and other attributes recognised by law.

3.2 This policy must be read and applied subject to all applicable anti-discrimination, human rights, workplace, child safety and member protection obligations in force from time to time.

4. DEFINITIONS

Cultural safety means an organisational environment that respects, values and supports each person's cultural identity, wellbeing and participation through shared respect, understanding, dignity and learning.

Diversity means the range of personal, social, cultural, economic, physical, religious and lived experiences of people, including attributes protected under applicable legislation, such as:

- sex;
- relationship status;
- disability or impairment;
- sexuality or sexual orientation;
- gender identity or sex characteristics;
- family responsibilities;
- carers' responsibilities;
- pregnancy or potential pregnancy;
- age;
- political belief or activity;
- religious belief or activity; and
- Aboriginal and Torres Strait Islander identity, race, colour, descent, national or ethnic origin, and cultural or linguistic background.

Equity means the application of principles of justice to redress inequalities and exploitation.

Equal opportunity is about ensuring that any person who wants to participate in surf lifesaving activities is provided with that opportunity.

Inclusive practice means practices that recognise and value the diversity of members and respect and cater for the different needs of members in surf lifesaving activities.

Social safety is about ensuring all people receive a "fair go" by addressing the needs of marginalised groups in society as appropriate.

5. POLICY

Zero tolerance

5.1 HBSLSC will not tolerate discrimination in any form, including abuse, bullying, harassment, sexual harassment, sexual misconduct, victimisation or vilification. Conduct such as racism, ableism, sexism, homophobia, biphobia, transphobia and interphobia has no place in the Club, and any reported breach will be managed under the Club's Member Protection Policy and relevant complaints handling processes.

Disability Inclusion

5.2 People with disability are encouraged to participate in HBSLSC activities, and the Club will consider reasonable adjustments to support participation, skill development, qualifications and beach safety confidence.

Indigenous Inclusion

5.3 HBSLSC is committed to fostering respectful opportunities for Aboriginal and Torres Strait Islander peoples to participate in surf lifesaving programs, activities and leadership pathways.

Multicultural Inclusion

5.4 HBSLSC is committed to welcoming people from culturally and linguistically diverse backgrounds and supporting their participation across all areas of surf lifesaving.

LGBTQIA+ Inclusion

5.5 HBSLSC believes that every person, regardless of sex, sexuality, gender identity, sex characteristics or any other defining characteristic, should be included and engaged in surf lifesaving in a positive and meaningful way.

5.6 People who identify as LGBTQIA+ are welcome to participate in surf lifesaving at all levels, including as lifesavers, competitors, officials, coaches, volunteers, administrators and employees.

5.7 HBSLSC will support accessibility and participation for LGBTQIA+ people through:

- engagement with LGBTQIA+ stakeholders and community organisations;
- awareness, education and inclusive practice guidance for members and volunteers;
- pathway opportunities for participation, leadership and volunteering; and
- inclusive community events and engagement activities.

6. COMMITMENT

6.1 HBSLSC is committed to fostering a safe, respectful and inclusive environment for all people who participate in, contribute to or benefit from the Club and its surf lifesaving activities.

6.2 The HBSLSC Management Committee is responsible for approving, implementing and

reviewing this policy and for promoting equity, diversity and respect across the Club.

6.3 HBSLSC expects members, volunteers, employees and representatives to:

- uphold an inclusive Club environment that is open to the community and safe for all who participate in surf lifesaving;
- respect the rights, dignity and worth of others;
- follow the Code of Conduct in the Member Protection Policy;
- represent surf lifesaving in a welcoming way that values and supports participation by people of all ages, abilities, cultures, languages, genders and sexualities; and
- actively promote equal opportunity, diversity, cultural safety and psychological safety so that all individuals are treated with respect and dignity.

6.4 This policy confirms that HBSLSC:

- respects people as individuals and values their differences;
- promotes an environment in which all people are treated with respect and dignity;
- fosters an inclusive culture that is free from discrimination and responsive to the strengths that diversity brings;
- supports participation by all people who wish to be involved in surf lifesaving;
- promotes inclusive practices in Club programs, communications, facilities and decision-making; and
- provides a safe and supportive environment that acknowledges, supports and encourages diversity.

6.5 To implement this policy, HBSLSC will:

- assign oversight of this policy to the HBSLSC Management Committee and operational responsibility to the appointed Responsible Officer;
- communicate this policy to members, volunteers, employees and relevant stakeholders;
- provide or promote practical guidance, education and training on respectful and inclusive conduct;
- consider reasonable adjustments and culturally appropriate practices where needed to support participation;
- manage concerns or breaches promptly through the Club's Member Protection Policy, complaints handling processes or relevant escalation pathway; and
- review this policy at least every two years, or earlier following a critical incident, legislative change or governance requirement.

NEXT REVIEW DATE

By 1 September 2028

Signed: .....

Ron Thomas
President

Date: 16.9.25

RISK ASSESSMENT MATRIX

Risk area	Potential harm	Likelihood	Consequence	Risk rating	Controls and required actions	Owner	Review frequency	Status
Unsupervised or isolated contact with CYP	Increased risk of abuse, grooming, misconduct or poor boundary management.	Possible	Major	High	Maintain two-adult supervision where practicable, avoid one-on-one isolated contact, brief Age Managers before activities, and record any unavoidable exceptions.	Junior Activities Coordinator / Age Managers	Each activity and quarterly	Active
Beach and public-area exposure	CYP may be exposed to members of the public, environmental hazards, or uncontrolled movement between activity areas.	Possible	Major	High	Set activity boundaries, use sign-in/sign-out processes, maintain visible supervision points, brief parents and guardians, and adjust activities for conditions.	Chief Training Officer / Patrol Captain	Each activity	Active
Change rooms, toilets and private areas	Risk of inappropriate access, privacy breaches, bullying or misconduct in low-visibility areas.	Possible	Major	High	Use clear access rules, promote parent or guardian support for younger CYP, prohibit adult-only access with unrelated CYP except in emergencies, and report concerns immediately.	Clubhouse Officer / Member Protection Information Officer	Monthly and after incidents	Active
Online communication and images	Risk of inappropriate messaging, unauthorised image sharing, privacy breaches or grooming.	Possible	Major	High	Use approved communication channels, require parent or guardian inclusion where appropriate, obtain image permissions, prohibit private inappropriate messaging, and retain records where required.	Member Protection Information Officer / Team Manager	Quarterly	Active

Transport, excursions and off-site events	Risk of inadequate supervision, unauthorised travel, lost CYP, or unmanaged overnight arrangements.	Possible	Major	High	Use event-specific risk assessments, parent or guardian consent, approved transport arrangements, clear supervision ratios, emergency contacts, and documented accommodation controls where relevant.	Team Manager / Event Coordinator	Before each event	Active
Blue Card and induction compliance	Unsuitable or uncleared adults may work with CYP or be unclear about child-safety duties.	Unlikely	Major	Medium	Confirm Blue Card or exemption status before commencement where required, maintain linkage records, provide induction and Code of Conduct acknowledgement, and suspend child-related duties for non-compliance.	Member Protection Information Officer / Secretary	Monthly and before season start	Active

RISK MANAGEMENT PLAN

Settings where interactions occur	Risks in these settings	Likelihood of risk	Consequence of risk	Risk rating	Controls, ownership and evidence of implementation	Residual risk, status and review
Change rooms and toilet blocks	Hidden from view from supervising adults	Possible	Major	High	• **Owner:** Child Safety Officer, supported by Patrol Captain and Age Managers. • **Preventive control:** Change room and toilet etiquette is specified in the Child Safe Policy and Code of Conduct, with mobile-phone and photography restrictions reinforced at entry points. • **Detective control:** Supervising adults monitor access points and maintain active vigilance for prohibited conduct. • **Response control:** Concerns are escalated immediately under the Club's Child Safe reporting process. • **Evidence:** Policy sign-off, poster checks, supervision roster and incident/escalation records.	**Status:** Implement and monitored during club activities. **Residual risk:** Medium, subject to ongoing supervision and prompt escalation. **Next review:** 1 July 2027, annually thereafter, or earlier following an incident or policy changes.

First aid room	Enclosed space with limited lines of sight into the room from outside.	Unlikely	Severe	High	• **Owner:** First Aid Officer, supported by Patrol Captain and Child Safety Officer. • **Preventative control:** First aid interactions follow the Child Safe Policy and Code of Conduct, including appropriate physical contact and visibility expectations. • **Detective control:** Where practicable, treatment occurs with an additional adult nearby or with an open-door/visible arrangement. • **Response control:** Any concern during treatment is recorded and escalated under the Club's Child Safe reporting process. • **Evidence:** First aid register, incident records, policy acknowledgement and supervision notes.	**Status:** Implemented through first aid procedures and monitored during treatment. **Residual risk:** Medium, subject to visibility controls and incident escalation. **Next review:** 1 July 2027, annually thereafter, or earlier following an incident or policy change. **Reviewer:** Management Committee / Child Safety Officer.

Use of mobile phones	Adults may use their personal devices to take photos of children or young people without permission.	Likely	Moderate	High	• **Owner:** Child Safety Officer, supported by Patrol Captain, Age Managers and event leads. • **Preventative control:** Mobile phone and photography restrictions apply in change rooms, toilets and child-related activities unless parental consent and Club procedures are met. • **Detective control:** Club personnel monitor suspicious photography or device use, including around public beach activities. • **Response control:** Suspected unauthorised photography is stopped, recorded and escalated under the Child Safe reporting process. • **Evidence:** Consent records, signage checks, event briefing records and incident/escalation logs.	**Status:** Implemented through policy restrictions, consent controls and activity monitoring. **Residual risk:** Medium, subject to supervision and consent record controls. **Next review:** 1 July 2027, annually thereafter, or earlier following an incident or policy change. **Reviewer:** Management Committee / Child Safety Officer.

Excursions and overnight accommodation	Interaction with strangers and accommodation staff outside supervision by Club personnel or accompanying parents.	Unlikely	Moderate	Medium	• **Owner:** Event Lead, supported by Child Safety Officer and accompanying parents. • **Preventative control:** Pre-excursion and accommodation briefings reinforce Child Safe Policy expectations for Club personnel, parents and young people. • **Detective control:** Supervision ratios, rooming arrangements and check-in points are confirmed before and during the activity. • **Response control:** Any concern involving strangers, staff or supervision gaps is escalated immediately to the Event Lead and Child Safety Officer. • **Evidence:** Briefing attendance, supervision roster, rooming plan and incident/escalation records.	**Status:** Implemented for planned excursions through briefing, supervision and accommodation controls. **Residual risk:** Low to Medium, subject to adequate supervision ratios and documented rooming arrangements. **Next review:** 1 July 2027, annually thereafter, or before each overnight excursion. **Reviewer:** Management Committee / Child Safety Officer.