

# CIRCULAR



**Subject:** WORKING WITH CHILDREN POLICY

**Date:** 29<sup>th</sup> November 2016

**Document ID:** 06, 2016-17

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**Audience:** Club Committees, WAAFL Board Members

**Summary:**  
All coaches (senior, assistants) to have WWC Check to coach in the WAAFL.

**Action:**  
WWC Check application forms are only available from authorised Australia Post outlets.

## Overview

The WA Government introduced legislation making it mandatory for adults working with children to obtain a Working with Children Card before they are eligible to work with or volunteer to be involved in **child-related work**.

The purpose of this Policy is to outline the way that the WA Amateur Football League (WAAFL) will ensure compliance with the *Working with Children (Criminal Record Checking) Act 2004* and to specify who must be subject to a Working with Children check.

The definition of a child is a person under the age of 18 years.

## POLICY STATEMENT

There are clear organisational and governance structures within Australian Rules football which confirms what a junior and senior club and competition are.

The WAAFL and clubs which compete in the WAAFL engage and employ (paid and volunteer) persons to perform various functions. In the main, that work will not involve child related work as the WAAFL and clubs do not have a significant membership or involvement of children. However, this does not apply to the following persons who must have a current Working with Children Card to participate in the WAAFL:

### 1. Coaches

Coaches (senior, assistant) that have duties that usually involve or are likely to involve contact with children. There is no threshold of a "significant" component of contact with children for the purpose of coaching activities. A Working with Children Card is needed if there will be any involvement at all with children. In other words, if a coach is engaged to coach 1 child aged 17 or under and 50 adults, that will be enough to require that the coach have a Working with Children Card.

Coaches who are may require a Working with Children Card include:

- All appointed WAAFL State Coaches
- All appointed Senior Community Football Umpire Coaches
- All Appointed Club Coaches

## **2. Personnel in junior/senior clubs**

Junior/senior clubs are those which operate under the one club constitution and field teams in junior District and WAAFL competitions. As these clubs will predominantly have significant membership or involvement of children, additional personnel other than the coach are subject to a Working with Children check.

These may include club personnel such as Club Committee members, Team Managers, Runners and Trainers. Junior/Senior Clubs should determine those personnel who must be subject to a Working with Children check.

### **Applications**

WWC Check application forms are only available from authorised Australia Post outlets as each form has a unique identifier. WWC Check application forms are NOT available online for download. When you lodge your *Application for a WWC Check* form you must present certain documents to prove your identity, so that the correct criminal record information is obtained.

### **Costs**

Cost associated with attaining a Working with Children Check are borne by the respective club or individual. Though coaches may be remunerated for their services they are not employees or self employed and are considered volunteers for the purpose of determining the application fee, which is \$11 as at the date of this policy.

### **Exemptions**

Some exemptions apply to personnel undertaking a Working with Children check.

### **For further information**

Clubs should refer to the [www.checkwwc.wa.gov.au](http://www.checkwwc.wa.gov.au) for more information.

BOARD APPROVED: 17 October 2016

REVIEW DATE: November 2018