



Ballarat Cricket Association Policy 2 WORKING WITH CHILDREN

The Working with Children Check (WWCC) is a mandatory minimum background check for people who work or volunteer in child-related work. It applies to people who have regular direct contact with children where that contact is not directly supervised. The WWCC ‘helps to protect children aged under 18 years from physical and sexual harm by preventing those who pose a risk to their safety from working with them’. This policy outlines roles where people are required to apply.

The following WWCC information was legislated for all cricket Clubs and associations from 1 July 2008. Penalties and restrictions applied from 1 July 2009 if these procedures are not followed.

Under legislation, as a minimum standard for Clubs and Associations, WWCC must be adopted to prevent potential child related offences. Under the Act, a person involved in cricket is assumed to be engaging in child related work and must apply for the WWCC if they:

- work or volunteer in a role that brings them into contact with children under 18,
- volunteer or do this work on a regular basis,
- have direct contact with children under 18 which is not directly supervised, and
- does not qualify for one of the exemptions in the legislation (subject to Cricket Victoria’s policies).

Clubs and Associations shall not require the following individuals to apply for the WWCC (subject to appropriate proof being sighted) as they are considered exempt:

- persons aged under 18,
- sworn Members of Victoria Police, and
- teachers registered with the Victorian Institute of Teaching; (still required to sight the VIT registration and confirm online at www.vit.vic.edu.au)

Under the legislation, parents do not have to apply for a WWCC if their child is involved in the relevant activity. However, the BCA Board does not endorse this exemption and it requires all parents that meet the criteria set out above apply for and obtain a WWCC.

The Ballarat Cricket Association (BCA) board endeavours to become more active leaders in the safeguarding of children and young people in our region, by initiating conversations and actions that commence with Cricket Australia (CA) compliance, but ultimately result in behavioural and cultural change within clubs and across the organisation.

General Context:

1. We want children to enjoy their experience in cricket and come back. They won’t do so unless they feel and are safe.
2. Safe children make strong communities, and strong, sustainable, and enjoyable clubs.
3. Three main elements to child safeguarding:
 - a. Club/Association compliance
 - b. Behaviour/conduct around kids
 - c. Culture and leadership
4. Children have access to information and are educated about what’s acceptable and not acceptable these days. Sometimes it is the adults that need to play catch up! Children can educate all of us and want to be involved. They feel valued if asked.
5. Being a child safe Club/Association is an advantage. It is top of mind for parents, so be proud of your efforts in this area and market it to capitalise on your Club/Association’s advantage!



BCA BOARD COMPLIANCE

The BCA board must formally adopt the following policies/documents and have them available on the BCA website.

- [Australian Cricket's Policy for Safeguarding Children and Young People](#)
- [Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations and Clubs](#)
- [Commitment Statement for Safeguarding Children & Young People](#)

Each BCA board members must have a WWCC, have completed the 'Playing by the Rules' Child Protection Course online ([Child Protection and Safeguarding Course - Play by the Rules - Making Sport inclusive, safe and fair](#)), and have individually signed the [Member Protection Declaration](#), all of which is detailed on our website.

The BCA will appoint a Child Safety Officer (Operations Officer) and will have the following people, as well as board members, obtain a WWCC. BCA will maintain a register of these WWCC and signed documents.

- BCA representative team Coaches and/or Managers that have players under the age of 18 participating, and
- other members of the Association who are involved in regular contact with children that are not directly supervised by a person who has completed a WWCC (physical contact and/or electronic contact).

INDIVIDUAL BCA CRICKET CLUB COMPLIANCE

The BCA will mandate the following requirements with clubs on an annual basis, commencing season 2021/2022:

1. All clubs must abide by Australian Cricket's Policy for Safeguarding Children and Young People. To comply, clubs must endorse the following policies at a committee meeting prior to season commencement (ensuring they are signed), and upload on their website:
 - [Australian Cricket's Policy for Safeguarding Children and Young People](#)
 - [Australian Cricket's Looking After Our Kids Code of Behaviour for Affiliated Associations and Clubs](#) (to be signed by your Club president, secretary, junior coordinator and child safety officer)
 - [Commitment Statement for Safeguarding Children & Young People](#) (to be signed by your Club president)

Two examples of what should be included on the website are as follows:

- [Ballarat Women's Cricket Club | About - Contact Us \(ballaratwomenscc.com\)](#)
- [Adopted Child Safety Framework | Mt Clear Cricket Club \(mtclearcc.com.au\)](#)

2. All clubs must appoint a child safety officer and complete an Excel document, whereby the compulsory WWCC is listed for all Club Executive (president, vice-president, secretary, and treasurer), senior and junior coordinators, coaches, assistant coaches, team managers, and captains across ALL grades. This must be returned to the BCA prior to season commencement. Where exemptions apply, details of this exemption are expected. To obtain a WWCC, go to the following link: <https://www.workingwithchildren.vic.gov.au/>.
3. All volunteers/paid positions required to have a WWCC must sign the [Member Protection Declaration](#)
4. All Clubs encourage the volunteers/paid positions to complete the 'Playing by the Rules' Child Protection Course online [Child Protection Online Course - Play by the Rules - Making Sport inclusive, safe and fair](#).
5. All Clubs can include, in their online registration forms, all 4 parts from the 'Australian Cricket's Looking After Our Kids Code of Behaviour in Online Registration Forms' (summary below).



Registration Form Statement/Question	Registration Form Detail
<i>The acknowledgement of the Parent/Guardian Transportation/Pick Up Approval Form needs to be a disclaimer in MyCricket Online Registration.</i>	I have read and acknowledged the Parent/Guardian Transportation/Pick Up Approval Form included in Australian Cricket's Policy for Safeguarding Children & Young People. I understand that I need to complete this form if anyone other than the Parent/Guardian is transporting or picking up my Child/Young Person. I will also detail any custody arrangements, restraining orders or other details that the Club/Association should be aware of. If there are custody arrangements or restraining orders, the Club/Association should sight any court documentation or confirm arrangements with both parents/guardians.
<i>The Image Consent and Release Form needs to be a Custom Question in MyCricket Online Registration. Answers must be a check box list, 'yes' or 'no'.</i>	I consent to the Club recording & taking photographs at training, matches & Club events & using my/my child's image/s on its social media, websites, advertising, publications & for coaching purposes.
<i>The WWCC questions need to be a Custom Question in MyCricket Online Registration. Answers must be 'text box' type to allow for a written response.</i>	<ol style="list-style-type: none"> 1. Please provide your Working with Children Number. 2. Please provide you Working With Children expiry date.
<i>Medical Conditions/Allergies questions need to be a Custom Question in MyCricket Online Registration.</i> <ol style="list-style-type: none"> 1. Answers must be 'text box' type to allow for a written response. 2. Answers must be a check box list, 'yes' or 'no'. 	<ol style="list-style-type: none"> 1. Please record any medical conditions/allergies. 2. Do you give authority for your child to receive medical treatment if an incident occurs at training or a game?

PROCESS TO FOLLOW IF A PERSON RECEIVES AN INTERIM NEGATIVE NOTICE OR WWCC IS NOT YET PROCESSED

A person who receives an interim negative notice can still perform child related work until such time as a decision on their application is made (according to legislation). The Club or Association must have the following internal process to follow in such a situation.

- Until a decision is made, the Club/Association should ensure that the person who has received an interim negative notice is directly supervised by someone who holds a WWCC. This should continue until a decision on the person is made (via the Department of Justice).
- Maintain confidentiality and discretion when approaching this situation. Meeting with the person to explain that they will be supervised during this interim period is recommended as the person can challenge the interim negative notice received from the Department of Justice.
- If the person in question and Club agrees, the person may be moved outside of their role with children (eg. to a senior coaching role). However, this must be an agreement, as legislation stipulates that an organisation cannot refuse to allow a person to continue in their role if no final decision has been made by the Department of Justice.
- If a final decision is made, and the person does not pass the WWCC, then the person in question "...cannot apply for, or engage in child related work, regardless of whether that work is directly supervised by another person." This person is unable to apply for a WWCC for five years after the date of final decision.