



# CIRCULAR

ROYAL NSW BOWLING ASSOCIATION LTD.

PO Box A2186, Sydney South NSW 1235

Ph: (02) 9283 4555, Fax: (02) 9283 4252

<http://www.rnswba.org.au>

**No:** 02/2015  
**Date:** 3<sup>rd</sup> March 2015  
**To:** Zones, Districts & Clubs  
**Re:** **\*\*IMPORTANT\*\* Working With Children Check**

The *Child Protection (Working With Children) Act 2012*, was passed by the NSW Parliament in June 2012 and the Government thereafter announced that a new Working With Children Check (WWCC) would be phased in over the following five years.

This new check is more comprehensive and provides better protection for children. For more information about the Check and the changes visit <http://www.kidsguardian.nsw.gov.au/Working-with-children>

Sporting organisations must start phasing in the new WWCC from **1 April 2015** in order to comply with the new Check by 31 March 2016. As such clubs should now start preparing for this change-over.

## How can your Club, Zone or District prepare?

1) Clubs, District and Zones should identify who will be responsible for oversight of the WWCC (the Member Protection and Information Officer? Junior Chairperson?)

2) This person should 'arm' themselves with knowledge about the WWCC:

- Access the information available through the Office of the Children's Guardian website:  
<http://www.kidsguardian.nsw.gov.au/Working-with-children>  
<http://www.kidsguardian.nsw.gov.au/News--training-and-events/child-safe-sports>
- Or attend a sport specific seminar which covers the old check vs the new check, who will and won't need a WWCC, individual, employer and club administration responsibilities, how to prepare for the check, risk management, codes of conduct, kids participation and complaints and allegations:  
<http://www.kidsguardian.nsw.gov.au/News--training-and-events/Child-Safe-Sports/child-safe-sports-events>

3) Register your club online as an employer in child-related work so that you are ready to start verifying Working With Children Checks from 1 April 2015:

<http://www.kidsguardian.nsw.gov.au/Working-with-children/Working-With-Children-Check/apply/-apply>

---

**Distribution:** Board, Committee Chairmen, Staff

## Who will need a Check?

A number of exemptions exist under the new WWCC.

The exemptions (those NOT required to get a WWCC) include:

- children under the age of 18;
- administrative, clerical, maintenance or ancillary work not ordinarily involving contact with children for extended periods;
- very short term work (up to five days a year – on a single occasion);
- volunteering by a parent or close relative; and

It is strongly recommended that persons in the following positions obtain a WWCC, noting that it will become a mandatory requirement for some District and Zone positions:

### ***Club Level –***

- Barefoot Bowls Coordinator
- Bowls Manager
- Coach
- Committee Members
- Contractors
- Selectors
- Staff
- Volunteers (U18 Programs)

### ***District and Zone Level -***

- Coach
- Committee Members
- Contractors
- Selectors
- Staff
- Travelling Officials
- Volunteers (U18 Programs)

## What's next?

If you have any regular contact with Under 18s then you need to obtain a WWCC from April 1 2015. If you volunteer, the check costs nothing. If you are an employee or receive an honorarium you are regarded as a paid worker and the fee of \$80 applies.

Anyone that is in a position to groom a child - regular contact, unsupervised, position of power, etc

While we realise that the WWCC is an inconvenience for many people, I am sure you would agree that it is better to be safe than sorry.

If you have any queries please feel free to get in touch with the Bowls NSW Programs Coordinator, Chris Green, on 9283 4555 or [chris@bowlsnsw.com.au](mailto:chris@bowlsnsw.com.au) at any time.



Chief Executive Officer

---

**Distribution:** Board, Committee Chairmen, Staff