

CIRCULAR



PERTH FOOTBALL
L E A G U E

Subject: Working with Children Checks

Date: Friday 23rd June, 2023

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From: Mark Sanders, Club Development Manager
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Audience: Club Committees, Board Members

Summary: Reminder for clubs around Working with Children Check requirements. WWCC Teams meeting Wed June 28 7pm (optional)	Action: Clubs to ensure they are compliant with Working with Children Check requirements
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With some changes coming in on July 1 around the Working With Children Check it is timely for the PFL to remind clubs of their existing responsibilities under the Working with Children (Criminal Record Checking) Act 2004.

Noting that some clubs do not have players under the age of 18, it is important to recognise that there are often roles within these clubs that are involved with minors. An example of this is a canteen manager who serves children at each home weekend, or club supplied umpires.

Every PFL club should be completing the following:

- 1) Maintaining a register of all persons that have child related involvement within the club. This includes volunteers and paid persons.
- 2) Reviewing each of these individuals and determining their need for a WWC card or whether they are exempt
- 3) Ensuring any new non-exempt volunteers or paid persons do not commence involvement until a WWC application has been completed (WWCC application receipt provided) or valid WWC card is provided
- 4) Ensuring any non-exempt volunteers or paid persons are linked to their club through the WWC portal.
- 5) Completing regular checks to ensure validity of club WWC holders
- 6) Maintaining record keeping documents and copies of WWC cards safely and securely
- 7) Following guidance from the WWC Screening Unit should a WWC holder be given a negative notice.

The Department of Communities website (<https://www.workingwithchildren.wa.gov.au/>) provides all the information required for clubs to operate, and their support desk (1800 883 979 or checkquery@communities.wa.gov.au) is invaluable. It is worth noting that fines can be up to \$12,000 and/or 12 months imprisonment for volunteer organisations that have not met their requirements so contacting the Department of Communities with any important questions is a logical step.

Our PFL Club Development Manager is also available to provide any guidance and support to clubs around this area.

To help clubs around this topic a 30 minute PFL Microsoft Teams meeting is being held on Wednesday June 28 at 7pm. This is optional however clubs are encouraged to have a representative dial in.

DETAILS

What:	Microsoft Teams Meeting (Working with Children Checks)
Who:	Club representatives (optional)
Date:	Wednesday June 28
Time:	7:00pm-7:30pm
Link	Click HERE to join the meeting

There will be detail coming out soon around changes to the legislation that affect clubs and the PFL will keep you informed around these.