

Working with Children and Vulnerable People Policy



Overview

This policy informs Softball Tasmania stakeholders and affiliates of their responsibilities, and the procedures they must follow when working or volunteering with children and vulnerable people in Tasmania.

Working with Children (WwC) registration aims to reduce the potential for sexual, physical, psychological, emotional or financial harm or neglect of children and vulnerable people in Tasmania.

WwC registration provides a minimum screening process for people working or volunteering in sporting organisations. The law requires registration for some important roles within sport, but importantly allows organisations to adjust the screening requirements to suit their particular organisation.

Softball Tasmania affiliates are liable if there are people operating in their club or association who should be registered but do not hold current WwC registration.

A fact sheet on how to apply for registration is available on the Working with Children website [www.justice.tas.gov.au/_data/assets/pdf_file/0006/284361/How to apply for Registration.pdf](http://www.justice.tas.gov.au/_data/assets/pdf_file/0006/284361/How_to_apply_for_Registration.pdf)

There are a number of exemptions under Tasmanian legislation regarding situations where people engaged in regulated activities need not apply. These exemptions can be overridden by Softball Tasmania affiliates, if after assessment of the risk of harm to children and vulnerable people, an affiliate determines that it wants these roles to be included in their screening regime.

A fact sheet on exemptions from registration is available on the Working with Children website [www.justice.tas.gov.au/_data/assets/pdf_file/0007/284362/Exemptions from Registration.pdf](http://www.justice.tas.gov.au/_data/assets/pdf_file/0007/284362/Exemptions_from_Registration.pdf)

Who must apply for Working with Children Registration?

Scope of this Policy

Softball Tasmania's Working with Children Policy is applicable to all its members, non-member participants, volunteers and employees at all times during their participation in activities conducted by Softball Tasmania and its affiliates.

This policy applies to activities within the Tasmanian jurisdiction and at all times when teams or individuals from Tasmania are competing at interstate and international events. Activity is defined as a cultural, recreational, sporting, community activity or service provided primarily for children or vulnerable people by a sporting club, association or state body.

Mandatory Registration

All persons required to be registered under the *Registration to Work with Vulnerable People Act, 2013* (the Act), or in positions deemed by Softball Tasmania to be mandatory, will complete their registration prior to commencing any child-related activities.

Specifically Softball Tasmania requires people in the following roles (State and affiliate level) to be registered:

- Softball Tasmania employees
- Board members of Softball Tasmania, affiliated associations and clubs
- State and affiliate Junior Development Coordinators and Volunteers

- Coaches, officials, parents and any other individuals who have more than incidental physical contact with children at state, association and club level, including canteen and bar managers, and grounds persons
- State team officials, managers and chaperones travelling with children
- Technical officials, umpires, scorers
- Volunteers working at events including junior development camps
- Member Protection Information Officers
- Officials conducting junior events

Optional Registration

Registration is optional for the following individuals involved in softball:

- Administrative staff if their usual duties do not bring them into contact with children
- Official or grounds persons where their work does not ordinarily involve contact with children for extended periods without other adults being present
- Additional parent help in sporting activities where the parents are designated officials on a temporary basis

People who should not apply for Registration

- Children under 16 years of age

Softball Tasmania and its affiliates will complete the following procedures

1. Appoint a nationally accredited Member Protection Information Officer (one per affiliate) and post MPIO contact details on the Softball Tasmania website.
2. All people within Softball Tasmania and its affiliates will be advised of their obligations for working with children registration. New members, other participants, and parents will be informed of Softball Tasmania's Working with Children Policy. This policy will be posted on Softball Tasmania's website.
3. Collect registration identification numbers annually.
4. Include Working with Children registration as a standing item at board meetings of Softball Tasmania board.
5. Maintain a record of people within Softball Tasmania who have Working with Children registration. This record will include registration identification numbers and registration expiry dates.
6. Confirm all registrations through the [Check Registration Status](#) on the Working with Children website. Confirm that the applicant has recorded Softball Tasmania or affiliated body as part of their registration details. This way if registration is withdrawn, Softball Tasmania or its affiliate will receive notification.

Related Policy Information

Softball Tasmania will apply and enforce this Working with Children and Vulnerable People Policy in a consistent manner that conforms to the policy frameworks of Softball Australia.

As a state based policy, the Softball Tasmania Working with Children and Vulnerable People Policy operates as a complementary policy to Softball Australia's Member Protection Policy.

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Breaches or failure to comply with this policy will be handled in accordance with the relevant sections within Softball Australia's Member Protection Policy.

Softball's Member Protection Policy can be downloaded from the [Softball Australia website](#).

Serious breaches may be subject to criminal justice proceedings that could result in fines or other penalties imposed under the Act.

This policy has been developed to meet Softball Tasmania's obligations under the Act (*Registration to Work with Vulnerable People Act, 2013*).