

# Canberra Region Rugby League (CRRL) Working with Vulnerable People & Working with Children Registration Requirements

## Overview

This policy informs the CRRL stakeholders and affiliates of their responsibilities, and the procedures they must follow when working or volunteering with children and vulnerable people in the Australian Capital Territory (ACT) and New South Wales (NSW).

The term *vulnerable people* covers children and adults who are deemed vulnerable. Children are defined as young people yet to attain the age of 18.

*Registration to Working with Vulnerable People and Working with Children* aims to reduce the potential for sexual, physical, psychological, emotional or financial harm or neglect of children and vulnerable people in the ACT and NSW.

*Registration to Working with Vulnerable People and Working with Children* provides a screening process for people working or volunteering in sporting organisations.

CRRL affiliates are liable if there are people operating in their club or association who should be registered but do not hold a current *Working with Vulnerable People and Working with Children* card.

## Who must apply for Working with Vulnerable People Registration?

### Scope of this Policy

CRRL *Working with Vulnerable People and Working with Children* Registration Requirements is applicable to all its members, non-member participants, volunteers and employees at all times during their participation in activities conducted by the CRRL and its affiliates.

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

### Mandatory Registration

All persons required to be registered under the *Working with Vulnerable People (Background Checking) 2011 (ACT)* and *Child Protection (Working with Children) Act 2012* or in positions deemed by the CRRL to be mandatory, must hold a registration to be involved in child or vulnerable person related activities.

Specifically, the law requires the following persons involved in rugby league (State and affiliate Level) to be registered:

- Canberra Region Rugby League employees whose duties bring them into contact with children or vulnerable people
- Canberra Region Rugby League committee
- State/affiliate junior development coordinators and volunteers

- Coaches and officials working with children or vulnerable people
- State team officials, managers and chaperones travelling with children or vulnerable people
- Volunteers working at events including junior development camps
- Member Protection Information Officers
- Additional parent help in sporting activities where the parents are designated officials

### Optional Registration

Registration is optional for the following persons involved in rugby league

- Referees
- Administrative staff if their usual duties do not bring them into contact with children or vulnerable people
- Official or grounds persons where their work does not ordinarily involve contact with children or vulnerable people for extended periods without other adults being present

### People who should NOT apply for Registration

- Children under 16 years of age

Canberra Region Rugby League affiliates may also require all employees and volunteers or other people in specific roles to have a Registration where there is a risk of harm to children or vulnerable people.

### Pending application for Registration

Canberra Region Rugby League (CRRL) may allow a person to commence a role with the CRRL and/or its affiliates while an application is being processed provided that a risk management plan is in place and they are supervised at all times by a registered person.

The risk management plan is to mitigate risk of harm to vulnerable people and provide a description of the activity for which the person is engaged, including consideration of the appropriate supervision by a registered person.

### Procedures and implementation

Canberra Region Rugby League **and its affiliates will complete the following procedures:**

1. Appoint a nationally accredited Member Protection Information Officer (one per affiliate) and publish MPIO contact details on the CRRL's website.
2. All people within the CRRL and its affiliates will be advised of their responsibilities for *registration to Working with Vulnerable People and Working with Children*. New members, other participants, and parents will be informed of CRRL's commitment to both policies. This policy will be communicated through the CRRL's website and social media.

3. The CRRL and its affiliates will collect registration identification numbers annually and provide to the CRRL and CRRL committee as applicable.

### **Related Policy Information**

This policy has been developed to meet the CRRL's obligations under the ACT's *Working with Vulnerable People* and NSW's *Working with Children* policies.

The CRRL will apply and enforce these *Working with Vulnerable People* and *Working with Children* registration requirements in a consistent manner that conforms to policy frameworks of National Rugby League.

As a locally developed policy, this policy operates complimentary to the CRRL Child Safeguarding and Young People Policy and will operate in conjunction with National Rugby League Member Protection Policy.

Breaches or failure to comply with this policy will be managed in accordance with the relevant sections set out in national Rugby Leagues Member Protection Policy.

Serious breaches will be subject to criminal justice proceedings that could result in fines or other penalties.

This Policy will be reviewed by the CRRL annually, or more frequently if required, and provided to all affiliates.