



NSW COUNTRY JUNIOR RUGBY UNION

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Secretary

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Memo

To: Country Junior Zones
Country Junior Clubs
From: Brad King
Secretary
CC: Country Junior Executive
Date: 4 February 2013
Re: **Working With Children**

Dear President,

In 2001, legislation was introduced in NSW that affects all people working with children. This legislation is the Commission for Children and Young People Act 1998 and the Child Protection (Prohibited Employment) Act 1998.

The Working With Children Check has been created under this legislation to help determine whether a person is suitable to work with children. It helps to ensure, as far as possible, that people who may pose a risk to children are not employed in roles where they have direct, unsupervised contact with children.

(Dept. Sport and Recreation)

To ensure that all Zones and Clubs in the NSW Country Junior area are compliant with this legislation the following outlines the steps to be taken in 2013 for all Junior Zones and Clubs in Country NSW.

Step One

Ensure all returning volunteers have signed Volunteer/Student Declaration Form included in this correspondence. A new form does not have to be completed if done in 2012. These are retained by the club (this should be completed by the club's Child Protection Officer).

Step Two

Ensure all NEW volunteers to the Zone, Club or Organisation completes Volunteer/Student Declaration Form. These are retained by the Zone or Club.

Step Three

All Zones and Clubs must complete a Working With Children Compliance Notification and return to NSWCJRU prior to 1 April 2013.

Zones or Clubs Notifications that are not received by the due date, NSWCJRU is required to report non compliance to the Commissioner for Children and Young People. Ensure that your notifications are sent through.

Full details are available on the Department of Sport and Recreation website www.dsr.nsw.gov.au or contact NSW Child Protection Hotline 1300 366 407.

Step Four

All Zones and Clubs will be required to notify the Commission for Children and Young People of any employee (paid or unpaid) who has been the subject of completed disciplinary proceedings within the period of 5 years prior to the commencement of the legislation – 3 July, 2000. This information should be passed on to the Manager of Community Rugby NSW RU.

A completed, relevant disciplinary proceeding is one involving child abuse, sexual misconduct or acts of violence which are committed by the employee in the course of employment and involve children, are directed at children, or take place in the presence of children.

I trust the above information simplifies the process for 2013, enabling your Zone and Club to comply with the legislation.

If you have more detailed inquiries please contact the Commission for Children on 02 9286 7218.

Regards,

Brad King
Secretary
NSW Country Juniors