



Latrobe Basketball Association

Cotton Street, Latrobe

Working with Vulnerable People Policy

Rationale

The purpose of the Working with Vulnerable People (WWVP) Policy is to enable the Latrobe Basketball Association to meet the Tasmania state government legislative requirement of the *Registration to Work with Vulnerable People Act 2013*. This policy applies to all current and new prospective Board, Committee members and Volunteers participating in a Regulated Activity at Latrobe Basketball Association and off site as defined in the Act.

Policy

WWVP Registration is an integral part of LBA's recruitment, selection and appointments process to manage the prevention of engaging people who pose a risk to the safety, welfare and well-being of children.

This policy must be applied in conjunction with the Latrobe Basketball Association Working with Vulnerable People Registration Procedures.

Management Roles or volunteer engagement in LBA may also be subject to other screening requirements as prescribes in other relevant legislation or policies as put in place by Basketball Tasmania and Affiliates.

The president of Latrobe Basketball Association, General Manager and Executive Board members are responsible for ensuring that recruitment, selection and appointment processes within their area of responsibility are consistent with the WWVP Policy and Procedures.

This includes ensuring that all Board Members, committee members and Volunteers provide a valid WWVP Registration prior to commencing any engagement with children on behalf of LBA. A person who holds a 'Volunteer' Assessment Notice must not commence paid employment until such time that they are the holder of a stand Assessment Notice for Employees.

Definitions

Assessment Notice means a Notice issued by the Department of Justice, which states that the person whom has the Notice has been issued has passed a WWVP Registration and had been issued a WWVP Card.

Categories of Persons that require a WWVP Registration means employees, Volunteers

Child means a person who has not attained the age of 18 years.

Direct contact means any contact between a person and a child that involves physical contact, face to face communication, or physically being within eyeshot.

Prospective means any person that is likely to be offered engagement in the organisation



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Volunteer means an individual who is not an employee who undertakes defined activities of their own free will without payment (other than out of pocket expenses) which will be of a benefit to the Organisation.

Working with Vulnerable People Registration means a legislative requirement and process of assessment as prescribed in *the Registration to Work with Vulnerable People Act 2013* and subsequent *Registration to Work with Vulnerable People Regulation 2014*.

Requirements

Where a Volunteer fails to comply with obtaining a WWVP Registration or receives a Proposed Negative or Negative Notice after a WWVP assessment has been conducted, LBA may take (but is not restricted to) any of the following steps against a current or Prospective Management Volunteer or Club Volunteer:

- Immediate cessation of their work in a child related area or activity
- Modify the work processes or duties associated with the child related activity
- Not make an offer for engagement with the organisation
- Terminate the agreement with the organisation

Fees

All volunteers will be responsible to pay the prescribed fees specified in Schedule 1 of the *Registration to Work with Vulnerable People Regulation 2014* for a three year registration.

References

Registration to Work with Vulnerable People Act 2014
Registration to Work with Vulnerable People Regulation 2014

SIGNED _____

Latrobe Basketball Association President

DATE _____



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