



POINT LEO SURF LIFE SAVING CLUB INC.

Working with Children Check Information

The Working with Children Check (WWCC) is a State Government initiative which was introduced several years ago. It is a current check and ongoing cross-checking of criminal records for sex, drug or violence offences, with notification to LSV.

The following information is provided by Life Saving Victoria.

Keeping children safe is not just a moral obligation for Life Saving Victoria and its members, the “*Working With Children Act 2005*” (the Act) and LSV Policy AD6-05 (effective date 30 December 2008) requires all members to obtain a Working With Children Check to comply with the laws protecting children (U18) from physical and sexual harm. There are **NO EXEMPTIONS** under the LSV policy. This includes members whose professions require a police check for employment purposes, including teachers and police officers. The legal ramifications for breaches of the Act include fines up to \$27,000 and/or up to 2 years jail. This may impact on public liability insurance eligibility.

To ensure our members are operating within the legal framework, it is compulsory for all members over 18 years to obtain the WWCC prior to joining the club or immediately upon turning 18 years of age.

To obtain a volunteer WWCC (volunteer WWCC’s are free):

1. Applications can be obtained from Australia Post outlets.
2. Read and complete the required information using black pen (except the signature component) (please use code 70 in Section D)
3. In the ‘Details of Organisation/s’ (Section E), please enter **both** Life Saving Victoria and Point Leo SLSC Inc details:

Primary Organisation: Life Saving Victoria	Other Organisation: Your club
Life Saving Victoria PO Box 353 SOUTH MELBOURNE VIC 3205 Phone: 03 9676 6930	Point Leo SLSC Inc 44/113 Country Club Drive Safety Beach Vic 3936 Phone: 59872680

4. Provide 100 points of identification (refer to application form)
5. Provide a passport size photo (must be regulated size and taken within the last 12 months)
6. Lodge at Australia Post and receive an ‘Application Receipt’ (back page of application form), as evidence of submitting your form.

The application receipt acts as a temporary WWCC until your application is processed. Once you have lodged your application and obtained a receipt, you can partake in activities involving children. The verified receipt can be used until the application is decided, or for a maximum of sixty (60) days from the date of issue, whichever occurs sooner.

At Point Leo all members aged 18 and over must supply a copy of their valid WWCC card or proof of lodgement of a WWCC with their membership applications. Without this proof membership applications will not be accepted – NO EXEMPTIONS. Please do not lodge a membership application until you have your WWCC.

If you already have a WWCC you must complete a Change of Personal Details Form or go to the WWCC website <https://online.justice.vic.gov.au/wwccu> to add Point Leo SLSC and LSV to your existing card. If Point Leo SLSC and LSV are not added to your WWCC, your membership application will not be accepted – NO EXEMPTIONS.

If you have moved house, changed jobs or where you volunteer you must tell the Department of Justice. Keeping your contact and child-related work details up to date is an important responsibility of WWCC cardholders and applicants so that you can be notified of changes in the status of your card and when the card is due for renewal. You must inform the Department of Justice within 21 days every time you change employers or voluntary organisation. This is a legal requirement under the Working with Children Act 2005. You are committing an offence with financial penalties if you fail to do so. If you have moved house or changed employer or volunteer organisation you can update your details at the WWCC website <https://online.justice.vic.gov.au/wwccu> or call the Information Line on 1300 652 879.

What happens if you don't receive a Card?

The WWCC looks for criminal activity relevant to the physical and sexual safety of children under 18 years of age. If a member has their application denied, they are issued with a Negative Notice by the Victorian Department of Justice. The member (applicant) and Life Saving Victoria's CEO will be informed. It is important to understand that Life Saving Victoria maintains strict adherence to privacy legislation which regulates such personal information being broadcast to a wider audience.

If a member does have their application denied, they cannot be a member of Life Saving Victoria.