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| Functional Area: | Human Resources | Version: | 3.0 | Issue Date: | 26/07/2017 |
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Who is required to obtain a Working with Children Check (WWC Check): Any person 18 years and over, in a voluntary or salaried position, who works with person's under 18 years of age in any capacity is required to have a valid Working with Children Check registered to Life Saving Victoria and their Life Saving Club. The Department of Justice WWC Check website defines the requirement as Child related work as contact with a child that is “direct” **and** part of the person’s duties.

Direct contact includes oral, written or electronic communications as well as face to face”. (viewed 11 July 2017 www.workingwithchildren.vic.gov.au)

The following matrix illustrates the nature whereby Members 18 years and over require a WWC Check.

| Categories | WWC Check required by LSV |
|--|---|
| Active (Patrolling members) | √ |
| Trainers (qualified or unqualified) & Camp Leaders | √ |
| Nipper Programs/Carnivals (Officials, Age Managers, Team Managers, Coaches & Assistants) | √ |
| Associate Members | Is required <u>only if and when</u> the member falls under the WWC Check website definition as above. |
| Life Members | Is required <u>only if and when</u> the member falls under the WWC Check website definition as above. |

In what circumstances does LSV recommend that an Associate Member and/or Life Member require a WWC Check?

LSV recommends all Associate Members and Life Members that come in to regular “Direct Contact” with children at their Life Saving Club and/or Lifesaving activities, programs and events are required to have a WWC check.

Clarification regarding persons exempted under the Act – Police Officers and VIT registered teachers

The *Working with Children Act 2005* provides for exemptions to Police Officers and VIT registered teachers. Life Saving Victoria requires these members to have a WWC Check – despite their exemption under the Act.

Why - Without undertaking a WWC Check referenced to LSV, there is no link between your profession as a teacher or Department of Justice employee and any volunteer organisation in which you participate. If any member in their substantive capacity of a teacher or Police Officer was to be charged with breach of any laws relevant to this check (e.g. sexual misconduct), Life Saving Victoria would not otherwise be informed of such charges. This therefore ensures that LSV will provide a higher level of risk minimisation for our junior members.

For further information or to read the Life Saving Victoria Member Protection – Working with Children Check Policy in its entirety, please visit <http://lsv.com.au/wp-content/uploads/Working-with-Children-Check-Policy-HRM-PO-0102.pdf> .