

PART C

Employment Screening

Working with Children Check Requirements



CA undertakes a comprehensive recruitment and screening process for all staff and volunteers which aims to:

- (a)** promote and protect the safety of all children who participate in the activities of CA;
- (b)** identify and recruit the safest and most suitable candidates who share CA's values and commitment to protect children; and
- (c)** Prevent a person from working at CA if they pose an unacceptable risk to children.
- (d)** CA requires staff and volunteers to pass the recruitment and screening process prior to commencing their engagement with CA.

As part of the screening and recruitment process, an applicant must provide appropriate evidence (e.g. WWCC or other state equivalent and/or Police check) to show that they are suitable to work with children and young people.

- (a)** all CA staff who work with children or access information about children require a WWCC; and
- (b)** the following key event personnel, who work with children, must have a valid WWCC:
 - » coaches who are working with children;
 - » Commissaires
 - » relevant contractors or volunteers who may have unsupervised access to children; and
 - » anyone else who CA staff feel requires a WWCC due to the nature of the work that they are undertaking for CA.

CA will exercise discretion and may require applicants to provide a Police check in accordance with the law and as appropriate, before they commence their engagement and during their time with CA in regular intervals.

CA will undertake thorough reference checks prior to engaging any personnel.

Once engaged, CA will provide staff and volunteers with access to this policy and staff and volunteers must review and acknowledge their understanding of this policy. CA requires that affiliated clubs ensure all staff and volunteers (including coaches and any officials) likely to have contact with athletes (and other children) have a current WWCC.

CA requires that all WWCC holders include CA, State/Territory Member and Club as interested parties.