

# Memorandum

Released July 2014



## Member Protection Declaration

**Attention:** Club Presidents; Club Secretaries; Member Protection Information Officers; Registrars; Branch Directors of Member Services

**Actioned by:** Individuals who register members

**Date:** 4 July 2014

**Contact:** Kate Higginbotham, SLSNSW Member Services Manager  
Phone: 02 9471 8020  
Email: [khigginbotham@surflifesaving.com.au](mailto:khigginbotham@surflifesaving.com.au)

### Arrangements for the 2014/15 season

The Member Protection Declaration should continue to be utilised for the 2014/15 season. A copy of the current form is attached and is also available via [www.surflifesaving.com.au/members/resources/administration](http://www.surflifesaving.com.au/members/resources/administration)

All new members, as well as any members renewing their membership after a leave of absence of at least one season, are to sign the SLSNSW Member Protection Declaration.

Members under the age of 18 who work with children must sign the SLSNSW Member Protection Declaration form once only and must have their form co-signed by a parent or guardian.

It is an offence for prohibited persons to sign this declaration or to apply for or attempt to obtain, undertake or remain in child-related employment in any capacity, whether paid, volunteering or self-employed. The maximum penalty for falsely declaring that you are not a person prohibited from child related employment is 12 months imprisonment, 100 penalty units (\$11,000) or both.

SLSNSW requires clubs to keep the signed SLSNSW Member Protection Declaration form in a secure location for as long as that member is a part of the club and then 3 years following the phase in period with the new Working with Children Checks.

The completion of the SLSNSW Member Protection Declaration Form must be recorded in SurfGuard. This involves ticking the Member Protection Form Completed box and entering the date for the current year. For any member that works in industries (such as teaching, disability services, youth services etc) that have been phased in to the new Working With Children Check (WWCC) and supplies the Club with their WWCC number, please list in the notes section of the Member Protection section on SurfGuard.

### Moving towards an implementation of the new Working with Children Check

The *Child Protection (Working With Children) Act 2012*, was passed by the NSW Parliament in June 2012 and the Government thereafter announced that a new Working With Children Check would be phased in over the following five years.

This new check is more comprehensive and provides better protection for children. For more information about the Check and the changes visit <http://www.kids.nsw.gov.au/Working-with-children/New-Working-with-Children-Check>

Sporting organisations must start phasing in the new WWCC from 1 April 2015. As such SLSNSW is currently working with the Office of the Children's Guardian on identifying the roles within SLS that will require Checks, policies and procedures to support the new Check, as well as an implementation plan to support this transition.

Communication regarding new processes will be forwarded in due course. In the meantime please continue to utilise the attached Member Protection Declaration form.

If you have any queries please feel free to get in touch with the Member Services Manager on 9471 8020 or [khigginbotham@surflifesaving.com.au](mailto:khigginbotham@surflifesaving.com.au) at any time.

#### **Surf Life Saving New South Wales**

3 Narabang Way Belrose | PO Box 307 Belrose NSW 2085 Australia  
T +61 2 9471 8000 F +61 2 9471 8001 E [experts@surflifesaving.com.au](mailto:experts@surflifesaving.com.au)  
Fundraising Authority No. CFN11033 ABN: 93 827 748 379  
[www.surflifesaving.com.au](http://www.surflifesaving.com.au)

# MEMBER PROTECTION DECLARATION



SLSA & SLSNSW have a duty of care to all those associated with the organisation and to the individuals and organisations to whom the SLSA Member Protection Policy applies. As a requirement of the Member Protection Policy, SLSA & SLSNSW must enquire into the background of its members.

I ..... born ...../...../.....  
(Name) (Date of birth)

a worker/volunteer with..... SLSC/Branch  
(Name of Club / Association / Branch)

of.....  
(Home address)

Sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence.
4. I am not currently serving a sanction for an anti-doping rule violation under an ASADA approved anti-doping Policy applicable to me.
5. I will not participate in, facilitate or encourage any practice prohibited by the World Anti-Doping Agency Code or any other ASADA approved anti-doping Policy applicable to me.
6. To my knowledge there is no other matter that SLSNSW may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me in a paid or voluntary position.
7. I will notify the President or General Manager or CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses 1 to 6 above has changed.

Declared in the State of New South Wales on ...../...../..... (date)

Signature.....

Persons signing this form must also show proof of ID.  
 Administrator to tick box when ID sighted

If the person signing the declaration is under 18 years their parent/guardian must also complete the Consent below

## PARENT / GUARDIAN CONSENT (To be completed only if declaration is completed by a person under the age of 18 years)

I have read and understood the declaration provided above. I confirm and warrant that the contents of the declaration above as provided by my child or a child under my guardianship are true and correct in every particular.

Name.....

Signature...../...../.....(date)

## WHEN COMPLETED RETURN THIS FORM TO YOUR CLUB

Forms must be returned to the club / branch or state centre that the person completing the form works or volunteers with. This form will be held securely on file by the organisation that the person works or volunteers with.

### Surf Life Saving New South Wales

PO Box 307  
Belrose NSW 2085  
3 Narabang Way  
Belrose NSW 2085  
t. +61 2 9471 8000  
f. +61 2 9471 8001  
w. [surflifesaving.com.au](http://surflifesaving.com.au)  
ABN 93 827 748 379