



Birrongs Sports Football Club Working With Children Check (WWCC) Procedure

At Birrongs Sports Football Club (BSFC) all Coaches and Managers (RTO's) are required you working with Children as a volunteer as well as any paid employees.

So you will need a [Working With Children Check \(WWCC\)](#) clearance, entered into Dribl registration **before** the season starts, even if your child is in the team you wish to be associated with.

Teams with players 17 years or below will not be able to start the season until a manager and coach has been allocated to the team and their WWCC clearances have been verified by the club's **Secretary**.

A Working With Children (WWCC) number is provided by the [Office of the Children's Guardian NSW](#) and it verifies a person has not been convicted or charged with a crime against a child in Australia. Part of the process involves checking a person's national criminal history and their juvenile records.

For more information regarding this process go to [Office of the Children's Guardian NSW](#) To help keep children safe from harm, Football NSW have made it mandatory for each football club to confirm each adult working with children has a **valid** WWCC number, and their WWCC status has been checked by their football club before they commence their role. Football NSW have stipulated each club must have a Member Protection Information Officer (MPIO) to complete these checks.

If you are 18 years or older, and working with, or supervising any players at Birrongs Sports Football Club (BSFC) who are 17 years or younger, in a paid or volunteer position, you are working in a child-related role. Roles within BSFC include coach, manager, referee, trainers, physiotherapist, technical directors, youth coordinators, Committee member or MPIO. Official referees are now also required to obtain a WWCC and provide the referee branch of BDR with a valid WWCC Number.

If your role with the club is paid (through salary, allowances, gift vouchers or other forms of payment) you will need a paid WWCC number (this process will cost you \$80).

If your role is strictly voluntary, you will still need to apply for a voluntary WWCC number, **(this process is free)**.

At BSFC the volunteer WWCC is valid for volunteer work only.
A voluntary position WWCC number looks like this: WWC1234567V.

Instructions on the WWCC process are below.

The Working with Children Policies Can be found here:
<https://education.nsw.gov.au/content/dam/main-education/policy-library/associated-documents/pd-2005-0264-01.pdf>

I don't have a Work with Children Check number,
<https://www.service.nsw.gov.au/transaction/apply-for-a-working-with-children-check>



Role of the Member Protection Information Officer at BSFC

BSFC's MPIO is available to help provide a child-safe culture and to help keep our children safe from harm at all games, home or away, this also includes at Training. Part of the MPIO role is to manage the Working With Children check protocols.

This role also provides confidential assistance if you believe a child is possibly at risk of harm (physical, emotional, or sexual, or neglect). Further information about this role is here:

<https://www.sport.nsw.gov.au/running-your-club/safe-and-fair-clubs/member-protection>.

If you have any questions regarding the WWCC process, or you think a child may be at risk of harm, please contact the Club's MPIO by email at secretary@birrongfc.com.au. If no response is received in a timely manner, please raise your concerns to the club's Committee ASAP

All reports shall be treated with the utmost confidentiality.

Secretary Mob: 0418 773 392