



Parramatta District Junior Rugby League Club Incorporated

ABN: 53 787 746 480

Address 2 Eels Place Parramatta NSW 2150

Postal Address PO BOX 2666 North Parramatta NSW 1750

Telephone (02) 8843 0360-(02) 8843 0365 Facsimile: (02) 8843 0318

Email: Phil.Cummings@parraeels.com.au Mark.Pullen@parraeels.com.au

WORKING WITH CHILDREN –

2015 will see the implementation of Child Protection (Working with Children) Regulation 2013 implemented in the Parramatta District Junior Rugby League. The following process will be mandatory within this District:

All checks are to be completed by 1st April, 2015

- 1. All Coaches, Managers, Trainers, Committee Members, Advisory Members and Board of Management Members of the Parramatta District AND Affiliated Junior League Clubs will apply on-line for a Working with Children Check at www.kidsguardian.nsw.gov.au/check or email check@kidsguardian.nsw.gov.au.**
- 2. Once the application has been completed you will receive an Application Number which you need to take to a NSW Motor Registry or NSW Council Agency with your identification for verification. (The application is free for volunteers and \$80 for paid employees.)**
- 3. In about 4 weeks time if you are cleared you will receive a notice from the Office of the Children's Guardian with your Working with Children number.**
- 4. Once you receive your Working with Children number you will need to forward this along with your date of birth and surname to the Parramatta District Junior Rugby League Office so the application can be verified by the Assistant Executive Officer (mark.pullen@parraeels.com.au) or Administration Officer (jan.bryen@parraeels.com.au). No other persons are to verify any Junior League Staff without the permission of the Executive Officer.**
- 5. The Parramatta District JRLFC staff will if the application is cleared update Sportingpulse with the applicants Working with Children number and expiry date.**
- 6. Coach, Trainers and Managers after their applications have been cleared will be issued with their registration cards allowing them to commence working with their teams.(if not cleared the Secretary or President of the Club will be notified immediately)**
- 7. Any persons with previous Working with Children clearances are to forward to the Parramatta District JRLFC Office their number, surname, date of birth and expiry date.**

IF A VERIFICATION RESULT IS NOT FOUND, EXPIRED, INTERIM BARRED OR BARRED, YOU MUST NOT EMPLOY THE WORKER FOR CHILD-RELATED WORK AND IT IS A CRIMINAL OFFENCE TO DO SO.

