



POLICY TITLE:

WORKING WITH VULNERABLE PEOPLE POLICY

RELATED POLICIES:	Member Protection
--------------------------	--------------------------

RESPONSIBLE OFFICERS:	Bowls North Board Bowls North Junior Development Officer Bowls North Junior Coach Bowls North Junior Selectors
------------------------------	---

AUTHORITY:	Bowls North Board
-------------------	--------------------------

APPROVED:	12 September 2023
------------------	--------------------------

REVIEW DATE:	12 September 2025
---------------------	--------------------------



WORKING WITH CHILDREN AND VULNERABLE PEOPLE POLICY

OVERVIEW

This policy informs Bowls North stakeholders and affiliates of their responsibilities, and the procedures they must follow when working or volunteering with children and vulnerable people in Tasmania.

The term *vulnerable people* covers children and adults who are deemed vulnerable. Children are defined as young people yet to attain the age of 18.

Registration to Work with Vulnerable People aims to reduce the potential for sexual, physical, psychological, emotional or financial harm or neglect of children and vulnerable people in Tasmania.

Registration to Work with Vulnerable People provides a minimum screening process for people working or volunteering in sporting organisations. The law requires registration for some important roles within sport, but importantly allows organisations to adjust the screening requirements to suit their particular organisation.

Bowls North affiliates are liable if there are people operating in their club or association who should be registered but do not hold current *Registration to Work with Vulnerable People*.

There are a number of exemptions under Tasmanian legislation regarding situations where people engaged in regulated activities need not apply. These exemptions can be overridden by Bowls North affiliates, if after assessment of the risk of harm to children and vulnerable people, an affiliate determines that it wants these roles to be included in their screening regime. Exemptions from registration are available at www.cbos.tas.gov.au/topics/licensing-and-registration/registrations/work-with-vulnerable-people/exemptions.

WHO MUST APPLY FOR WORKING WITH VULNERABLE PEOPLE REGISTRATION?

SCOPE OF THIS POLICY

Bowls North Working with Children and Vulnerable People Policy is applicable to all its members, non-member participants, volunteers and employees at all times during their participation in activities conducted by Bowls North and its affiliates.

This policy applies to activities within the Tasmanian jurisdiction and at all times when teams or individuals from Tasmania are competing at interstate and international events. Activity is defined as a cultural, recreational, sporting, community activity or service provided primarily for children and vulnerable people by a sporting club, association or state body.

MANDATORY REGISTRATION

All persons required to be registered under the *Registration to Work with Vulnerable People Act, 2013*, or in positions deemed by Bowls North to be mandatory, will complete their registration prior to commencing any child or vulnerable person related activities.

Specifically the law requires the following persons involved in Bowls North (State and affiliate Level) to be registered:

- Bowls North employees whose duties bring them into contact with children or vulnerable people.
- Bowls North board directors and affiliate board directors
- Junior development coordinators and volunteers
- Coaches and officials working with children or vulnerable people
- Team managers and chaperones travelling with children or vulnerable people.

- Umpires & Markers
- Volunteers working at events including junior development camps.
- Member Protection Information Officers

Optional Registration

Registration is optional for the following persons involved in Lawn Bowls.

- Administrative staff if their usual duties do not bring them into contact with children or vulnerable people.
- Official or grounds persons where their work does not ordinarily involve contact with children or vulnerable people for extended periods without other adults being present
- Photographers and Reporters

People who should NOT apply for Registration.

- Children under 16 years of age

A complete list of exemptions can be found under [Exemptions from Registrations](#) on the Department of Justice's Consumer, Building and Occupational Services website.

Bowls North and its affiliates will complete the following procedures:

1. Appoint a nationally accredited Member Protection Information Officer (one per affiliate) and publish MPIO contact details on Bowls North website.
2. All people within Bowls North and its affiliates will be advised of their responsibilities for *Registration to Work with Vulnerable People*. New members, other participants, and parents will be informed of Bowls North Working with Children and Vulnerable People Policy. This policy will be communicated through Bowls North website.
3. Collect registration identification numbers annually
4. Include the *Registration to Work with Vulnerable People* as a standing item at board meetings of Bowls North board
5. Maintain a record of people within Bowls North who have *Registration to Work with Vulnerable People*. This record will include registration identification numbers and registration expiry dates
6. Confirm all registrations through the [Check Registration Status](#) on the *Registration to Work with Vulnerable People* website. Confirm that the applicant has recorded Bowls North or the affiliate as part of their registered details. This way if registration is withdrawn for any reason the organisation will be notified.

Related Policy Information

Bowls North will apply and enforce this Working with Children and Vulnerable People Policy in a consistent manner that conforms to policy frameworks of Bowls North.

As a locally developed policy, the Bowls North Working with Children and Vulnerable People Policy operates as a complementary policy to Bowls Australia Member Protection Policy.

Breaches or failure to comply with this policy will be managed in accordance with the relevant sections set out in Bowls Australia Member Protection Policy.

Serious breaches will be subject to criminal justice proceedings that could result in fines or other penalties imposed under the act.

Download the Bowls Australia Member Protection Policy from www.bowls Australia.com.au/policies.

This policy has been developed to meet Bowls North obligations under the Tasmanian *Registration to Work with Vulnerable People Act, 2013*.