WORKING WITH VULNERABLE PEOPLE
REGISTRATION FOR
EMPLOYEES AND
VOLUNTEERS OF
SPORTING CLUB OR
ASSOCIATION

ACCESS CANBERRA
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INTRODUCTION

Are you a sporting club or association involved with junior or disability sports?

Your employees and volunteers need to have a WWVP registration card. (some exemptions apply)

Under the Working with Vulnerable People (WWVP) scheme, ACT sporting clubs and associations must ensure that their employees, volunteers and coaches hold a current WWVP registration card. You can help keep children and vulnerable people safe by:

1. **Identifying** the roles in your organisation that need a WWVP registration card.
2. **Asking** your employees and volunteers, “Do you have a WWVP registration card?”
3. **Implementing good practice** when engaging staff at the beginning of each sporting registration season:
   - sight the card
   - copy both sides of the card to keep on file
   - note any conditions the card may have
   - conduct regular visual checks of cards
   - review expiry dates.

WHO PAYS FOR THE REGISTRATION?

There is no cost for volunteers. Current registration fees are available at [www.act.gov.au/accessCBR](http://www.act.gov.au/accessCBR)

FURTHER INFORMATION

Contact Access Canberra on **13 22 81** or visit the website at: [www.act.gov.au/accessCBR](http://www.act.gov.au/accessCBR)
This guide is prepared by Access Canberra and is designed to assist sporting clubs and associations involved with junior or disability sports understand their responsibility in ensuring that their employees, volunteers and coaches hold a current ACT Working with Vulnerable People registration card, under the Working with Vulnerable People (Background Checking) Act 2011. The Act aims to reduce the risk of harm or neglect to vulnerable people in the ACT, by requiring those who work or volunteer with vulnerable people to have a background check and be registered.

This guide does not replace sound legal advice or the decisions of the ACT Civil and Administrative Tribunal (ACAT) and the courts.

While everything practicable has been done to ensure the accuracy of information in this guide, no liability is accepted for any loss or damage whatsoever attributable to reliance upon any of that information.

Nothing in this guide should be taken to replace the need to seek professional advice.

**Accessibility**

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