Northern Metropolitan Cricket Association Incorporated

(Inaugurated 1922)

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NMCA Policy Documents

2025-2026

NMCA POLICY - DOCUMENTS – INDEX

This file contains current NMCA Policies.

These Policies can be amended, updated, or removed at any time.

In accordance with good governance, the NMCA would only implement such amendments, updating or removal on annually, unless the necessity for such would have immediate impact on the running of the Association.

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1 - NMCA POLICY - BLOOD RULE

1. Each team shall have in their possession a properly stocked first aid kit.
2. Where a player during the course of a game, suffers any injury which causes bleeding, then the umpire - or in his absence – the captain or team manager, must retire the player from the game until such time as First Aid has been administered to prevent further bleeding.
3. The player cannot resume playing until the bleeding has stopped or the wound has been securely covered.
4. Any clothing stained with blood must be replaced with clean regulation clothing before the player can resume.
5. A batsman who is injured and has temporarily retired as above and who is unable to return after the fall of the ninth wicket, shall be deemed to be "Retired Hurt" and the innings of the batting side shall be deemed closed.
6. A maximum of 10 minutes shall be allowed for the batsman to receive First Aid and resume playing.
7. Where an injury occurs to a batsman involved in the tenth wicket partnership a maximum of 10 minutes shall be allowed in order for the batsman to receive First Aid and resume playing. If the batsman is unable to continue within the 10 minutes then he shall be deemed "Retired Hurt" and the innings shall be closed.

   Where the injury occurs within 10 minutes of the scheduled tea break, tea shall be taken immediately with no extra time being added. If the batsman is unable to continue after the tea interval he shall be deemed "Retired Hurt".
8. There shall be no reduction in the number of overs to be bowled when time is lost due to blood rule.
9. Where an umpire is injured, sub-clauses (b), (c) and (d) shall apply. If the umpire cannot resume his duties the batting side shall supply an umpire until such time as the umpire is able to resume.
10. Clubs are required to have clearly displayed in their clubrooms emergency phone numbers for ambulance; doctor/clinic; nearest hospital.

2 - NMCA POLICY – CLUB BEHAVIOUR POLICY

The NMCA executive are committed to improving player behaviour and conduct and believe clubs should take full responsibility for ensuring every single player who represents their club should conduct him or herself in accordance with local rules and the Spirit of Cricket.

The burden of responsibility for ensuring players and captains conduct themselves in a fair and sportsmanlike manner at all times does not rest with the executive or Umpires, it is with the Clubs. To ensure this is complied with, a financial demerit system will be applied to Clubs as indicated below.

Please note that penalties apply across all grades including juniors, women's and veterans and penalties are accumulative.

Number of Reprimands	Club Penalty
One	Nil
Two	Nil
Three	$150 club fine
Four	$450 club fine and appearance before representatives of the NMCA executive.

Number of Suspensions	Club Penalty
One	Nil
Two	$150 club fine
Three	$550 club fine minimum, with appearance before representatives of the NMCA Executive.

Note: Any club incurring more than 3 suspensions in the one season shall be placed on a "3 Premiership Points" bond.

Should a club breach this bond during the season by incurring a further suspension, then 3 premiership points will be deducted from each of their senior teams.

If the bond is breached during the finals, all senior teams will commence the following season 3 points in arrears. Note: Under NMCA rules, a captain may be charged when one of their players is charged. To avoid doubling up on the same offence, a captain's penalty under this rule will NOT count towards fine calculations.

3 - NMCA POLICY – COMMUNICATIONS AND WEATHER

Club Communication with NMCA:-

The NMCA Board, the Senior Cricket Operations Group and the Junior Committee welcome communication from our clubs on a wide range of issues.

Where a club person i.e. Team Manager, Junior Co-ordinator or Captain is dissatisfied with an administrative decision then it is not appropriate to communicate directly with NMCA Board Members or Administrators.

It is essential that these complaints or suggestions are filtered through Club Presidents.

If a Club President wishes to refer such a matter to our administration then they are encouraged to do so through official club webmail accounts.

Such referrals will be constructively reviewed and clubs can expect a formal response. Any such correspondence referred directly to our administration without the imprimatur of the club President will be disregarded.

Adverse Weather:-

Where adverse weather is likely to impact on playing conditions clubs are advised to refrain from contacting administrators during the critical consideration period leading up to the scheduled commencement of play.

During this period adverse weather committees are busy seeking weather updates and ground condition reports.

They are also required to convene to make decisions, communicate decisions and update media.

If a decision is made to abandon play Club Contacts will be notified by SMS and the NMCA Website will be updated.

If no SMS is received then clubs are required to report to grounds.

4 - NMCA POLICY – CRICKET VICTORIA CHILD SAFE & MEMBER PROTECTION POLICY

This document is approximately 60 pages long. It has not been printed for this booklet.

The full Policy can be found on the Cricket Victoria Website using the following link:

https://www.cricketvictoria.com.au/child-safe-member-protection/

5 - NMCA POLICY - HARASSMENT AND DISCRIMINATION

The North Metro Cricket Association is strongly committed to the health, safety and well-being of all its members and participants and is dedicated to providing an environment free of Harassment and Discrimination.

1. Harassment is any behaviour by a person or organisation which is offensive, abusive, belittling or threatening and which is directed at a person or group of people because of a particular characteristic of that person or group of people. The behaviour must be unwelcome and the sort of behaviour a reasonable person would recognise as being unwelcome and likely to cause the recipient to feel offended, humiliated or intimidated. Whether or not the behaviour is Harassment is to be determined from the point of view of the person receiving the Harassment.

2. **Harassment includes:**

   i. Sexual Harassment
   ii. Racial Harassment
   iii. Sexuality Harassment
   iv. Disability Harassment
   v. Abuse
   vi. Vilification
   vii. Discrimination

3. **Sexual Harassment includes:**

   i. an unwelcome sexual advance; or
   ii. an unwelcome request for sexual favours; or
   iii. unwelcome conduct of a sexual nature (including a statement, orally or in writing, of a sexual nature).

4. Racial Harassment includes harassment based on colour, descent, national or ethnic origin, cultural activity and sometime religion.

5. Disability Harassment includes harassment based on physical, mental or psychological disability or harassment of an associate of a person with a disability.

6. Some forms of Abuse may constitute a criminal offence, for example assault and child abuse. If you believe that a criminal offence may have been committed you should seek legal advice and/or notify the police.

7. Vilification involves a person inciting hatred towards, serious contempt for, or severe ridicule of, a person or group of persons by public act. Public acts that may amount to vilification include any form of communication to the public and any conduct observable by the public.

8. Discrimination is treating or proposing to treat a person less favourably than someone else in certain areas of public life on the basis of an attribute or personal characteristic they have.

PLEASE NOTE: THIS IS AN EXTRACT OF THE POLICY. CONTACT THE ASSOCIATION TO VIEW THE COMPLETE POLICY

6. NMCA POLICY – PLAYER MANAGEMENT

There is widespread discussion and focus on unsporting behavior in cricket. Clubs and the Umpires Association are required to advertise the policy at club level to captains and players.

Ignorance of this policy will not be accepted as an excuse from Captains, Players or Umpires.

1. **Low Tolerance policy on "sledging":-**

   Any comments or actions directed to, or about a player, which is designed to distract him or erode his confidence. If left unchecked this behavior almost always escalates tension in a cricket match which inevitably leads to further on field management problems for captains and umpires.

   Captains can expect a warning from the Umpire if comments or actions fall within the broad definition.

2. **Zero Tolerance on Abusive or Offensive Language:-**

   Umpires need to use discretion as in some cases personal abuse by players to other players may be considered serious enough to report (without warning).

   Any abusive language to or about an umpire should be reported (without warning).

3. **Zero Tolerance on "Send Off's:-**

   Provocation of an outgoing batsman by a member/s of the fielding team.

   All Send Offs should result in a Report

4. **Zero Tolerance on the questioning of decisions after appeal:-**

   In the course of the match the umpire is not under any o

   bligation to explain a decision. He either raises his finger or says "Not Out".

Umpires & Captains Field Technique:-

- Umpires will remind Captains of their obligations at the Toss in each match.
- Captains are urged to take action against players breaching behavior codes. Don't wait for the Umpire – the Laws of Cricket place the responsibility for the team's conduct firmly on the Captain.
- When behavior becomes unacceptable, the umpire concerned shall in the first place report the matter to the other umpire and to the player's captain, and instruct the latter to take action.
- In most case a warning will be sufficient, but if necessary Umpires will follow up unheeded warnings with Reports.
- Umpires must carefully note incidents, including names and times and the role of the Captain.
- Umpires will report cases of send offs, personal abuse, vilification, or abusive language to or about an umpire. If in doubt – report and the Match Review Panel will decide if a penalty is appropriate.
- The onus is on Captains to seek clarification of any issue. Umpires are under no obligation to notify clubs of reports or to issue an "all clear".

Reporting Procedures – Umpires:-

- Umpires are required to carefully note details of player reports which will be required at consequent reviews, investigations, hearings or appeals.
- Umpires are required to report the facts. The MRP will decide the level of penalty.
- Where two umpires are standing and a reportable incident takes place, the umpire must notify the other umpire and the captain. The report is then made by BOTH umpires.
- Umpires are under no obligation to inform players that they have been reported.
- The only report form is the on-line report. Any questions about a report are to be directed to the General Manager.

Reporting Procedures – Captains:-

Captains, as part of their normal post match assessment will be asked to comment on the Umpire's performance in the context of this policy.

The Match Review Panel (MRP):-

- The Match Review Panel (appointed by the Board) will review reports and decide on appropriate review procedures and penalties. Umpires, captains and players may be asked questions by phone, email or SMS as part of the review procedure.
- The MRP will contact clubs regarding charges, advocacy reports, penalties and the right of appeal.
- Umpires and players must make themselves available for any hearings or appeals that may be convened.

The full Rules as they apply to misconduct cases are available to read or download on the NMCA website.

7. NMCA POLICY - SMOKEFREE - QUIT

RATIONALE

Legislation and the legal duty of care provide clear reasons to have a completely smokefree Association. Going completely smokefree will help our Association comply with these responsibilities and provide a healthier Association environment.

- **The Tobacco Act 1987 (VIC):** bans smoking within 10 metres of an outdoor public sporting venue during an all organised sporting event or training session. Playgrounds are also now permanently smokefree. In addition, from 1 August 2017, it will be illegal to use electronic cigarettes in legislated smokefree areas.
- **Common Law:** the club has a legal duty to ensure that employees, volunteers, members, spectators, players, officials and visitors are not exposed to potentially harmful situations.
- **Role Modelling:** can have a significant impact on the junior members of the club. A smokefree policy can make smoking less visible and less socially acceptable, whilst creating a healthier and more attractive environment for new members and sponsors.
- **Effects on Others:** Secondhand smoke is considered irritating and harmful to the health of other people, even when outdoors. Children may be at risk of swallowing discarded cigarette butts, which may cause symptoms of nicotine poisoning such as vomiting.
- **Smokefree Areas:** may support people who are trying to quit or reduce their cigarette consumption. They also help reduce cigarette butt litter and reduce fire risks.

Accordingly, the following smokefree policy has been developed by The North Metro Cricket Association.

WHO IS AFFECTED BY THE POLICY

This policy applies to all members, administrators, officials, coaches, players, spectators, visitors and volunteers of the North Metro Cricket Association at all times.

TIMING

The policy is effective from 01/08/2017.

SMOKEFREE AREAS

The North Metro Cricket Association requires the entire area of all sporting grounds and facilities under its use to be smokefree.

This includes:

- All indoor areas (Victorian legislation states that enclosed workplaces must be smokefree),
- All outdoor playing/training/dining/drinking areas,
- Spectator viewing areas,
- Car parks,
- In vehicles that are within the boundary of the sporting ground.

Where possible, the smokefree status of our Association will be clearly signed at the entrance to, and within all of the Association Club grounds.

The smokefree status of the Association will be promoted in Association materials from time to time.

POSITION ON ELECTRONIC CIGARETTES

Electronic cigarettes may be harmful to users and to those exposed to secondhand vapour.

In addition, the use of electronic cigarettes may give children and young adults the impression that smoking is a normal or desirable behaviour.

This policy therefore applies to both electronic cigarettes and traditional cigarettes. Electronic cigarettes are not permitted to be used in any of the smokefree areas referred to in this policy.

REMOVING THE SOCIAL NORM OF SMOKING FOR JUNIOR PLAYERS

Members of North Metro Cricket Association are to refrain from smoking while they are acting in an official capacity for the Association or while in Association uniform.

SUPPORTING MEMBERS WHO SMOKE

The North Metro Cricket Association may on occasion promote smoking cessation resources such as the Quitline on club materials.

FOLLOWING THE POLICY

There is strong community support for banning smoking at public places regularly attended by children. This means most people will voluntarily comply with the smoking ban and expect others to do so. Please note that committee members and volunteers will not be expected to ***enforce*** the new policy and may not be empowered to do so, although they may still approach someone who is not following the policy.

When approaching a person who is smoking in a non-smoking area:

1. Assume that the person is unaware of the policy
2. Politely ask them to refrain from smoking and remind them about the smokefree policy.

SALE OF TOBACCO PRODUCTS

The North Metro Cricket Association will not sell tobacco products.

POLICY REVIEW

This policy will be reviewed six months after its introduction and then on an annual basis thereafter. This will ensure that the policy remains current and practical.

8. NMCA POLICY - SOCIAL MEDIA CODE OF CONDUCT

Code of Conduct

1. Cricket Victoria recognises that social media is an important part of the way members communicate. Cricket Victoria actively encourages members to participate in social media and share their experiences in cricket. Cricket Victoria recognises the importance of the internet to improve and increase the flow of information, shaping public thinking about our organisation, members, sponsors and stakeholders. Accordingly, Cricket Victoria will look to develop and maintain its own online social media presence through which it hopes to deliver content to its members and the public to develop and increase opportunities in cricket at all levels in Victoria.
2. However, Cricket Victoria's public reputation is valuable and so are the reputations of Cricket Victoria's members, sponsors and stakeholders, so Cricket Victoria prohibits any communication on social media that is defamatory, obscene, proprietary, and misrepresentative of Cricket Victoria or for commercial purposes.
3. Social media is a broad and changing concept. It generally refers to interactive electronic forums or online media where people are communicating, posting participating, sharing, networking or bookmarking. For the purposes of this by-law, social media extends to:

   (A) electronically communicated material, whether written, photographic, video, or audio, which is accessible by more than the member alone;

   (B) Facebook, YouTube, twitter, MySpace, LinkedIn, Wikipedia, Flickr and related domains;

   (C) Blogs; social networking sites; instant messaging; social bookmarking, media sharing and collaborative editing websites;

   (D) Any other forum which might reasonably be classified as social media as that term is generally understood; and

   (E) Any other forum for public comment.

Prohibitions

4. When using social media, a person must not:

(A) Abuse others or expose others to content that is offensive, inappropriate or for an illegal purpose;

(B) Impersonate or falsely represent any other person, including Cricket Victoria or another member;

(C) Abuse, harass or threaten any other person, including Cricket Victoria or another member;

(D) Make defamatory or libellous comments;

(E) Use obscene, offensive, insulting, provocative or hateful language;

(F) Post material that infringes the intellectual property rights of others;

(G) Intrude upon the privacy of other members of Cricket Victoria without the consent of such members;

(H) Interfere with the conduct of any event run by Cricket Victoria or with the role and responsibilities of Cricket Victoria as the peak body for the sport of cricket in Victoria;

(I) Violate security measures instituted at any facility of Cricket Victoria;

(J) Comment in a way that may be construed as harming the reputation of him or herself, another member, or Cricket Victoria, including its sponsors and stakeholders;

and related to Cricket Victoria's social media platforms only:

(K) Make excessive postings on a particular issue or post multiple versions of the same opinion or information on social media platforms operated by Cricket Victoria;

(L) Promote commercial interests in social media platforms operated by Cricket Victoria; or

(M) Without authority, post internet addresses, links to websites, email addresses or other personal information on social media platforms operated by Cricket Victoria.

Consequences

5. Cricket Victoria and its Members continually monitor online activity in relation to the social media of Cricket Victoria and Members. Cricket Victoria encourages Members to report detected breaches or suspected breaches of this Policy to Cricket Victoria, and any use of Social Media which is likely to harm Cricket Victoria's reputation.

6. In circumstances of a breach or suspected breach of this Code of Conduct, Cricket Victoria may:

   (A) make a necessary public comment such as a correction, clarification, contradiction or apology;

   (B) issue a formal warning;

   (C) report any breach of any law to any local authority or wronged party;

   (D) take any disciplinary action available to it under this Member Protection Policy; or

   (E) exercise any of its available rights at law.

7. Cricket Victoria expressly reserves the right to take any action, including dealing directly with Social Media providers, to remove any posted material that it considers to be in breach of this By-law.

9. NMCA POLICY - SUN SMART - VICHEALTH

1. Seek shade between 11 a.m. and 3 p.m. when possible.
2. Play with long sleeve shirt.
3. Wear a cricket club hat in preference to a cap.
4. Clubs must have ample sun screen 30+ accessible to all players.
5. Use Zinc cream to protect sensitive areas - nose, top of ears, lips.
6. Junior Grades are not permitted to play once the temperature exceeds 36C.
7. Where there is inadequate shelter from the sun (e.g. trees, buildings, etc.). Clubs are required to make an effort to provide alternative shade areas.
8. Make adequate provision for extra drink breaks on days over 30C.
9 .Ensure that sun screen is re-applied at all available breaks.
10. Wear 'sun smart' colours.
11. Wear appropriate sunglasses where possible.
12. Clubs should provide educational sessions, which shall increase awareness of skin cancer.

10. NMCA POLICY – SUSPECT ACTIONS

Victorian Metropolitan Cricket Union - VMCU Policy on Suspect Actions (Oct 07)

Affiliates would be aware of the potential for emotional responses to this sensitive topic. Discernment underpins successful outcomes in these cases and the procedures are based on the principle of discretion by authorities and the responsibility of clubs and individuals to ensure that bowling actions are within the rules.

Step 1 First Mention

Mention of a suspect action by an umpire must go discreetly to the Association for a suitable official to contact the club. It should not be done by the umpires or the umpiring body. When the club is advised that a bowler has been "mentioned" it would be prudent for the club or individual to arrange a private session with an accredited coach.

Step 2 Second Mention

Following the above procedures if a second mention is made then the Association should contact the VMCU to arrange Technical Analysis with expert, accredited and independent coaches. The VMCU will meet the cost of initial and approved analysis.

Step 3 Level 2 Intervention Period

If remedial work is required then the player commences 8 weeks of a Level 2 Intervention Period. The player is allowed to bowl during the level 2 intervention period and is expected to be working constructively to ensure his bowling action is within the rules. Umpires will be advised of the player's situation. Should the bowler/club decide not to co-operate or participate in this part of the procedure the player will immediately be classified as Level 4, and will be suspended from bowling for 12 months.

Step 4 Further mention following Level 2 Intervention Period

Commence 8 week Level 3 Intervention Period & undertake additional remedial work. Suspended from bowling during Level 3 intervention period.

Step 5 Further mention following Level 3 Intervention Period

Level 4. Player suspended from bowling for 12 months. VMCU to be advised.
Notes: "The procedure is ongoing and players do not return to Level 1 each season. Each mention will progress the procedure, irrespective of time".

SUBSEQUENT MENTION: If a player suspended from bowling at Level 4 resumes bowling after the specified suspension period, and he is mentioned* again, he is immediately at Level 4 and suspension from bowling will apply forthwith.

*** THIS ENTIRE PROCESS DOES NOT PRECLUDE ANY UMPIRE FROM CALLING A BOWLER FOR THROWING, AT ANY TIME, IF THE UMPIRE IS IN NO DOUBT**

11. NMCA WORKING WITH CHILDREN CHECK (WWCC)

Resource: Cricket Victoria

Working With Children Check (WWCC) – Club & Association Guidelines

Version: 3.0

Date Last Reviewed: July 2017

Review Frequency: Annually

This document and the information contained herein is confidential and the exclusive property of Cricket Victoria.

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1. PURPOSE

The Working With Children Check (Check) is a mandatory minimum background check of people who work or volunteer in child-related work. It applies to people who have regular direct contact with children. The Check 'helps to protect children aged under 18 years from physical and sexual harm by preventing those who pose a risk to their safety from working with them'. This policy outlines roles where people are required to apply for a Check before commencing child-related work.

2. SCOPE

This policy applies to all cricket clubs and associations from 1 July 2008. Penalties and restrictions will apply from 1 July 2009 if these procedures have not been followed.

A number of sports have developed sport-specific policies in relation to the Check. Cricket Victoria in conjunction with its affiliates has developed a minimum standard for Clubs and Associations to adopt to ensure the sport is doing everything possible to prevent child related offences.

Under the Act, a person involved in cricket is considered to be engaging in child related work and must apply for a Check if they:

1. Work or volunteer in a role that brings them into contact with children under 18; and
2. Volunteer or do this work on a regular basis; and
3. Do not qualify for one of the exemptions in the legislation (subject to Cricket Victoria's policies).

Previously, those volunteers whose work was directly supervised were exempt from applying for a Working With Children Check. It is important to note that amendments to the Working With Children Act 2005 now state that even if a person's contact with children as part of their child-related work is supervised by another person, they will still need to apply for a Working With Children Check.

3. EXEMPTIONS

Cricket Victoria endorses the following exemptions from the legislation and it will recognise that Clubs and Associations shall not require the following individuals to apply for a Check (subject to appropriate proof being sighted):

1. Persons aged under 18;
2. Sworn Members of Victoria Police;
3. Teachers registered with the Victorian Institute of Teaching (still required to sight the VIT registration and confirm online at www.vit.vic.edu.au)

It is recommended that where exemptions apply, a central point of reference at the Club ("Nominated Person") exists for recordings and sightings of the Check. In majority of instances this will be the Club Secretary. An example record keeping form is available from http://www.sport.vic.gov.au

Interstate visitors can do child-related work in Victoria without a Victorian Check for a period of up to 30 days in the same calendar year for:

1. Several events or occasions with a Check from their state or territory; or
2. Only one event or occasion without a check from their state or territory.

4. PARENTS

Under the legislation, parents do not have to apply for a Check if their child is involved in the relevant activity. However, Cricket Victoria does not endorse this expression and it expressly requires that all parents that meet the criteria set out above apply for, and obtain, a Check. Cricket Victoria is one of a number of sports that have taken this view in order to maximise the protection of children involved in cricket.

5. CLUBS

Cricket Victoria expects that Clubs with junior teams will, as a minimum requirement, have the following people apply for, and obtain, a Check:

1. Junior Coordinator;
2. MILO in2CRICKET Coordinator;
3. Team Coach and/or Manager of a team;
4. Other members of the junior club who are involved in regular and direct contact with children. This contact can be oral, written or electronic communication as well as face-to-face and physical contact.

In the case where junior players are playing in a senior team, the minimum requirements for Clubs in this instance are as follows:

1. Senior Coach;
2. Club Secretary;
3. Captains of teams;
4. Other members of the senior club who are involved in regular direct contact with children. This contact can be oral, written or electronic communication as well as face-to-face and physical contact.

In all instances above, it is recommended that there is a central point of reference at the Club ("Nominated Person") for recording and sightings of the Check. In majority of instances this will be the Club Secretary. An example record keeping form is available from http://www.sport.vic.gov.au

6. ASSOCIATIONS

Cricket Victoria expects that Associations will, as a minimum requirement, have the following people apply for, and obtain, a Check:

1. Association representative team Coaches and/or Managers that have players under the age of eighteen participating;
2. Other members of the Association who are involved in regular direct contact with children. This contact can be oral, written or electronic communication as well as face-to-face and physical contact.
3. Associations should also maintain a register, provided by each Club affiliated to that Association, of the people within the Association who have been approved under the legislation. It would not be necessary for the Association to sight actual check documents.

7. UMPIRES

Cricket Victoria expects that all Umpires, who are officially appointed to officiate in sanctioned matches in Victoria, apply for and obtain a Check.

Associations should maintain a register of all Umpires within the Association who have been approved under the legislation.

8. INTERIM NEGATIVE NOTICES

In accordance with legislation, a person who receives an interim negative notice or is waiting for their application to be processed can still perform child related work until such time as a decision on their application is made. However, a Club or Association should have an internal process to follow if this situation arises. The following should apply if indeed this occurs:

1. Until such time as a decision is made, the Club or Association should ensure that the Coach who has received an interim negative notice (or is waiting for their application to clear) is directly supervised by someone who holds a WWCC. This should continue until a decision on the Coach is made via the Department of Justice (e.g. they obtain a WWCC).

It is extremely important to maintain confidentiality and discretion when approaching this situation. Meeting with the Coach to explain that they will be supervised during this interim period is recommended, as the Coach can challenge the interim negative notice received from the Department of Justice.

If the person in question and Club agree, the person can be moved outside of their role with children (e.g. to a senior coaching role where no children are involved). However this must be agreed to as the legislation stipulates that an organisation cannot refuse to allow a person to continue in their role if no final decision has been made by the Department of Justice.

If a final decision is made and the person does not pass the WWCC, then the person in question *"…cannot apply for, or engage in child related work, regardless of whether that work is directly supervised by another person*". This person is unable to apply for a WWCC for five years after the date of the final decision.

9. PRODUCTION OF INFORMATION

Amendments to the Act have now also enabled the Secretary to the Department of Justice and Regulation to compel the production of certain information for the purposes of compliance monitoring. As listed above, it is inherent on Clubs and Associations to ensure that they keep accurate and up-to-date records of all required persons within their Organisation to ensure compliance with the Act.

10. SUMMARY

The Check is one strategy a Club, Association or organisation will employ to best minimise the chance of child related offences occurring. The Check is designed to help keep children safe and co-exist with other measures such as a Coach 'Code of Conduct' and a clear policy on 'drop-off and pick-up by parents' at matches or training.

For information regarding the process of obtaining a Check, please visit the Department of Justice website at www.justice.vic.gov.au/workingwithchildren or your nearest Australia Post outlets – bulk lodgements are available for your Club or Association from Australia Post.

Please also note that a change of details form is available from the above website – this is particularly relevant if a new person with an existing Check comes on board at your Club and has or Association and has not included the Club's details in their original application.

The above requirements, to comply with the Working With Children Act 2005, are in addition to all existing Cricket Victoria and affiliated member policies such as Code of Behaviour and Member Protection By-Law.