

# **SURF COAST MOUNTAIN BIKE CLUB**

## **VOLUNTEER RECRUITMENT AND SCREENING PROCESS**

**Date:** August 2020

**Review date:** August 2022

Surf Coast Mountain Bike Club (SCMTB) is committed to developing and sustaining a child safe environment within our club. Part of this process is to have in place a robust volunteer recruitment and screening process as noted in the SCMTB Child Safe Policy.

SCMTB will ensure all Engaged Personnel : coaches, committee members, volunteers, contractors and staff

- Hold a current WWCC check.
- Understand what constitutes child abuse and what child safe practices are
- Have read and understand the role description relevant to their role
- Have been through an identity check. One other form of photo identification besides WWCC is required
- Have had access and communicate their understanding of the SCMTB Child Safe documents ( Policies, Processes and Procedures)
- Have access to and have accessed on line child safe training ( Play by the Rules website)
- Will be provided with support, training and supervision within the club

### **Parent-volunteers**

Parent volunteers are an integral part of how our club offers services to children such as social rides and coaching. We emphasise to all parent volunteers the importance of protecting the children and young people with whom we deal or to whom we support in the club

We inform prospective parent volunteers that, in the light of the above, our organisation's approach is to take every precaution to protect the children and young people in our care.

We require all parent- volunteers to undergo a 'Working with Children' Check ( WWCC) SCMTB requires all volunteers whether their child is participating in a program or not, to hold a current WWCC. This ensures that if the volunteers' child no longer attends a program the person can still engage as a volunteer within the program.

**Related SCMTB documents:**

SCMTB Child Safe Policy

SCMTB Child Safe Reporting Process

SCMTB Social Media Policy

SCMTB ( MTBA) Member Protection Policy

SCMTB ( MTBA) Code of Conduct

SCMTB Child Safe Code of Conduct

Overview of SCMTB Child Safe documents and legislation