



# JETS BASKETBALL CLUB

## PERSONNEL SCREENING REQUIREMENTS

As required by the Basketball Victoria Member Protection By-Laws, this document outlines the screening process for people in our Club who work, coach, supervise or have regular unsupervised contact with people under the age of 18 years.

Our Club, Jets Basketball Club, will:

- 1) Identify positions that involve working, coaching, supervising or regular unsupervised contact with people under the age of 18 years.
- 2) Obtain a completed Member Protection Declaration (MPD) from all people who are identified in the above step and keep it in a secure place.
- 3) Provide an opportunity for a person to give an explanation if an MPD isn't provided or it reveals that the person doesn't satisfactorily meet any of the clauses in the MPD. The Jets Executive committee will then make an assessment as to whether the person may be unsuitable to work with people under the age of 18 years. If unsatisfied the committee will not appoint them to the role/position.
- 4) Where possible, check a person's referees (verbal or written) about his/her suitability for the role.
- 5) Make sure that the person being interviewed/screened, has a valid and current Working with Children Check ('WWCC') issued by the Victorian Government. Jets Basketball Club recognises two (2) exceptions to the WWCC – Police Officers and Teachers. These personnel will not be required to have a WWCC for any of the positions identified in clause 1.

Note: if a person seeking to become a member is not required to complete a Working With Children Check per clause 5 above, but is unable to satisfy the requirements of The Personnel Screening Requirements, exceptions can only be made under the following circumstances:

1. The applying member must apply for, and be granted an exemption by Basketball Victoria
2. The exemption must be presented to the Executive Committee of Jets Basketball Club including the nature of the exemption
3. The exemption will only be accepted by a majority vote from the Executive Committee

Furthermore, Jets Basketball Club reserves the right to refuse membership into the club and will maintain a list of prohibited persons who are ineligible to be members.

Prohibition of persons will only apply when the club has serious concerns over an individual's participation in the club, or if a current or former member has breached the Code of Conduct and/or been expelled from the club.

In order for someone to be listed as a prohibited member, the member's information must be raised to the Executive Committee along with the reason and agreed by majority vote.

The prohibited member list is confidential and for privacy reasons will not be made available to other members of the club outside the Executive Committee.



**MEMBER PROTECTION DECLARATION**

I, ..... (name) of .....  
..... (address),  
a ..... (occupation)

make the following statutory declaration under the Oaths and Affirmations Act 2018:

1. I am, or wish to be appointed as, a coach/administrator/official/scorer for the Jets Basketball Club in the competition conducted by the Casey Basketball Association.
2. I have never been charged with any criminal offence relating to child sexual abuse.
3. I am currently not the subject of any charge of a criminal offence relating to narcotics, violence or abuse including sexual abuse which has not yet been dealt with by the courts.
4. I have never been found guilty by a court of a criminal offences relating to narcotics, violence or abuse including sexual abuse.
5. No person has ever sought or obtained any intervention order, apprehended violence order, injunction or other restraining order against me from holding a position of the type set out in clause 1 above.
6. I am not currently the subject of any sanction imposed by a basketball association against me which prohibits me from holding a position of the type set out in clause 1 above.
7. No application submitted on my behalf has been rejected for, nor have I been suspended or dismissed from, a position in sport, volunteer organisation, business, educational or other Government or semi-government organisation where that rejection, suspension or dismissal relates to my conduct with persons aged under eighteen (18) years of age, or to violence, or drug use.
8. There are no other matters, which a reasonable person would consider relevant to the fitness of a person to be a coach of a team of players aged under eighteen (18) or an administrator with frequent contact with persons aged under eighteen (18).
9. I will immediately notify the President of the Jets Basketball Club immediately upon becoming aware that any of the matters set out in clauses 2 to 8 above have changed for any reason.

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

**Signature:**

Declared at ..... (place) in the State of Victoria on .... / ... / ..... (date)

I am an authorized statutory declaration witness and I sign this document in the presence of the person making the declaration.

**Witness Signature:**

..... (name)  
..... (address)  
..... (authority to witness)