



WORKING WITH VULNERABLE PEOPLE (WWVP) POLICY

Policy number	BH11
Responsible person(s)	Board & General Manager
Version	1.0
Approved by Board	February 2025
Scheduled review	January 2026

1. INTRODUCTION

This policy informs Badminton Hobart's (BH) stakeholders of their responsibilities and the procedures they must follow when working or volunteering with children and vulnerable people in Tasmania.

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.

Registration to work with vulnerable people provides a screening process for people working or volunteering in sporting organisations. BH is liable if there are people operating activities who should be registered but do not hold a current Working with Vulnerable People Registration.

2. DEFINITIONS

BH Management The umbrella term for the BH Board, BH Staff or any individual or group to which the BH Board has delegated authority to manage the specific matter in question.

Vulnerable people Children and adults who are deemed vulnerable. Children are defined as young people yet to attain the age of 18.

The Act Refers to the [Registration to Work with Vulnerable People Act 2013](#).

3. POLICY

Registration Applicability

This policy is applicable to all BH Committee Members, BH Members, BH Employees, Coaches, BH Volunteers and any other person using BH facilities and working with a vulnerable person as defined by the Act.

In line with current legislative requirements, those of whom this section applies are required to complete their Registration to Work With Vulnerable People prior to involvement in any children-related activities (subject to legislative requirements).

Unless otherwise stated by BH Management, the cost of registration shall be borne by the applicant.

Registration Currency

It is the responsibility of those in the Registration Applicability section to ensure that their Registration is current. If the status of your registration changes, you must notify the BH Board/ General Manager at the first available moment.

Recording

BH Management will maintain a Working With Vulnerable People Register for the purpose of maintaining a record of all those that Registration Applicability applies to, to ensure compliance.

This Register will include the individual's full registered name, the individual's role at the BH, their registration identification numbers, expiry date and the registration category/activity.

All registrations must be confirmed through the Working With Vulnerable People Register to ensure that the BH has been recorded as part of the registration process.

Breaches

BH Management reserves the right to deny access to BH facilities, cancel bookings and/or implement any other penalties deemed necessary for non-compliance with this policy.

4. RELATED DOCUMENTS