

## Circular

<b>Title:</b>	<b>Member Screening/Member Protection</b>
<b>Date:</b>	29 August 2019
<b>Document ID:</b>	<b>27, 2019/20</b>
<b>Department:</b>	Sport and Development
<b>From:</b>	David Somers, Senior Development Officer Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm) Email: <a href="mailto:dsomers@slsa.com.au">dsomers@slsa.com.au</a>
<b>Audience:</b>	Club Presidents, Member Protection Information Officer (MPIO)
<b>Summary:</b>	This circular contains information regarding SLSWA Member Screening Policy and information regarding Member Protection.
<b>Action:</b>	Presidents/Club Administrators are to ensure the names of the clubs Member Protection Officer and Complaints Officer are inputted on SurfGuard

As the new season approaches clubs are reminded of their obligations and responsibilities in respect to Member Screening and Member Protection.

Affiliated clubs should be aware of the following obligations on them in relation to member screening requirements;

1. Appoint a Member Protection Officer (MPIO) to carry out member protection and member screening duties. The name of the **Member Protection Officer** must be entered onto SurfGuard in the Officers list. Click the link for instructions on [entering Officers on SurfGuard](#) .
2. The MPIO should be familiar with the [SLSWA Member Screening Policy](#) document.
3. Ensure all paid employees hold a current and valid Working with Children Card.
4. Ensure non-exempt volunteer members who are 18 years of age or older hold a current and valid Working with Children Card. Please note, members who have a child (under the age of 18 years) registered in the club are exempt from obtaining a Working with Children Card.
5. Ensure all supervisors of overnight camps 18 years of age or older hold a current and valid Working with Children Card. The parent exemption does not apply in this instance.

As part of Surf Life Saving Australia's commitment to Member Protection and online complaints portal was established last season. Reports can be made via an [online form](#) located on the SLSA website [www.sls.com.au](http://www.sls.com.au) Each club is required to nominate at least one Complaints Officer so online complaints can be directed to them. Clubs can nominate up to three Complaints Officers and again they must be entered on SurfGuard to allow them access to the complaints portal. Click the link for instructions on [entering Officers on SurfGuard](#) .

Please direct any questions regarding Member Screening, Member Protection or adding Officers onto SurfGuard to David Somers, Senior Development Officer via email [dsomers@slsa.com.au](mailto:dsomers@slsa.com.au) or phone 9207 6666.



**James O'Toole**  
**Chief Executive Officer**