



VICTORIAN CLAY TARGET ASSOCIATION INC

Registered No. A0013046L

ABN 19 815 026 597

PO Box 269, Carnegie Vic 3163

MEMBER PROTECTION POLICY

(Policy No. 1)

Effective 18th December 2016

Procedure

The Victorian Clay Target Association is providing the shooting sport of Clay Targets in an environment which is safe and free from abuse, harassment, bullying, vilification or harm to all members in Victoria. To assist all members that make a complaint, VCTA has a procedure for members who wish to make enquiries in relation to any issue that causes them concern.

Member Protection

Member Protection means that all people associated with Clubs or the Association - including shooters, administrators, coaches, officials and referees - can participate in the Club's activities in an environment free from inappropriate behaviours such as harassment, discrimination or abuse.

Member protection involves:

- ♦ protecting members from harassment, discrimination, vilification, abuse and other forms of inappropriate behaviour; and
- ♦ getting the right people involved in your Club.

The well-being of every member of the VCTA/ACTA Affiliated Clubs is integral to the future of the sport. As membership and volunteer numbers decline, Clubs need to look at practices and procedures that create safe, welcoming and enjoyable environments. All clubs must comply with legislative requirements (such as anti-discrimination and racial and religious vilification laws), identify the potential for any incidents relating to harassment and abuse of members and develop strategies to reduce the likelihood or severity of harassment or abuse.

VCTA Member Protection Information Officer

The Victorian Clay Target Association (VCTA) State Secretary is the nominated Member Protection Information Officer (MPIO) for the Association.

Club nominated person – member protection representative

Each Club that is affiliated within VCTA shall appoint a member of the affiliated club to be a nominated person for the purpose of members who they can approach if they have any issue of concern. The details of this person and how members are able to contact the nominated person shall be clearly displayed within the club facility. Each club nominated person must complete the Aus Sport course to assist in participating as the nominated person. **The club shall supply the name and details of their nominated person each year** (to the VCTA State Secretary) when renewing membership.

Every nominated person must:

1. Have a Police Check;
2. Have a Working with Children Certificate;
3. Be aware of their responsibilities in relation to the Children's Protection Act, including their requirement of the Extended Mandate in relation to the reporting of any suspected child abuse and/or neglect;



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4. Be a person who members trust;
5. Be aware of the confidentiality of trusted information; and
6. The "Club nominated person – Member Protection Representative" is also the "Child Protection Representative" for each VCTA affiliated Club.

As the VCTA and Clubs in Victoria are affiliated with the ACTA, the Member Protection Policy must be read in conjunction with the ACTA Member Protection By-Laws effective 1st January 2004 and must be adhered to by all members.

Member Protection Information Officer Course

The free **Member Protection Information Officer (MPIO) course** features seven online modules:

- *MPIO Introduction*
- *The MPIO Role*
- *Complaint Resolution Procedures*
- *Member Protection and the Law*
- *Child Protection*
- *Harassment and Discrimination*
- *Ethical and Practical Considerations*

The course is an Australian Sports Commission course and takes 3 hours and can be completed either in the 3 hours straight or can be taken in parts. For information Play by the Rules explains the Member Protection Policy.

Member Protection Resources

[Play by the Rules](#) is an interactive website that provides information and online training on equal opportunity and other relevant legislation to address inappropriate behaviour in sport. It also outlines how to prevent and deal with discrimination, harassment, favouritism, bias and abuse and provides templates for member protection policies.

The Australian Sports Commission has developed a [Member Protection Policy](#) template to assist sports to write their own sport specific member protection policy.

The Racial and Religious Tolerance Act 2001 (refer Legislation Victoria website: www.legislation.vic.gov.au) was passed by Parliament on 14 June 2001 and the Act came into effect on 1 January 2002.

Member Protection Officer Training

Education for member protection is offered on a regular basis. Contact Play by the Rules or the Australian Sports Commission via the website for details of the next course.

References:

Australian Sports Commission - Website

Australian Clay Target Association Inc. By-Laws

Victorian Government – Dept of Justice

Play by the Rules - Website