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FAQ for Working with Childrens' Check (WWCC)

Suanne Waugh, Thursday, 23 April 2015

Who needs a WWCC in Pony Club?

All Coaches, Club Officials and any Adult Member (Adult Supporter or Rider) who attends Pony Club regularly, regular has been defined as 3 or more times a year. Associate Riding Members (17yrs-25yrs) are not required to obtain a check.

How much does it cost?

WWCC is free for volunteers. If you are required to have a WWCC for your "paid work" you will need to purchase a WWCC, see the website for costs associated with this. **Information on Fees**

How do I get one?

Simply go online and apply.

If you can't gain access to apply online call the State Office on 03 8685 8925 who will assist you to find a way.

What does WWCC check for?

To determine if you pass the WWC Check the department considers:

- Offences - serious sexual, violent and drug offences, and any other offence which the department considers may pose an unjustifiable risk to the safety of children.
- Obligations and orders under the Victorian sex offender legislation
- Certain types of professional disciplinary reports.

[Click here to see what is checked](#)

What if I already have a WWCC?

If someone already has a WWCC card, simply log on and register as a **card holder** and record Pony Club Association of Victoria as an organisation you volunteer for. You will need to create an account if you don't have one simply go to the **Login Page**.

If you have trouble gaining access to the web please call the State Office on 03 8685 8925 and we will assist you.

What if my work requires me to have a "professional" check?

Simply provide this check and number to your Club on your membership form.

Who do I put as my organisation?

Pony Club Association of Victoria must be recorded as your organisation and if you wish your Club may be as well.

Details are:

Pony Club Association of Victoria
73-75 Mackie Road, Mulgrave 3170
P: 03 8685 8925 | E: office@ponyclubvic.org.au

What happens if someone fails a WWCC?

In the event that an individual fails a WWCC, the State Office will inform the Club of this situation, the individual in question will not be eligible to take out an Adult Membership (Supporter or Riding) and must be asked to not attend the Club.

If your Club needs support with this contact your Zone Representative or the State Office on 03 8685 8925.

What happens if someone refuses to get a WWCC?

In the event that an individual refuses to get a WWCC, the individual in question will not be eligible to take out an Adult Membership (Supporter or Riding) and must be asked to not attend the Club.

If your Club needs support with this contact your Zone Representative or the State Office on 03 8685 8925.

How does WWCC work?

The WWCC lasts for 5 years at which point you will need to renew it, renewing your check is completed online. During the 5 years the checking continues, your criminal records and professional conduct are continually monitored. This means that if you are charged with a serious crime during this period, your eligibility to continue working with children will be reassessed.

How does my Club administer this ruling?

At membership time Clubs must ensure all Adult Members complete a membership form and present either a WWCC card or a notice of application. If the member can only show you a notice of application then they should be asked to present their card when they receive it. It is recommended you keep a copy of the application notice and ask to sight the card during the year.

Implementation Steps

Do your best!

This is a new standard for operating in Pony Club, we understand it will take sometime to ensure this is simply habit and we trust that Club Officials will endeavour to ensure this ruling is implemented to the best of your ability.

Ask Questions!

All questions are welcome and we will endeavour to answer them as we go along. **Email Us!**

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