

New Volunteer Registration 2017



Club name

SOMS number

Please return this form to your Club Membership Officer

If you have any difficulty with this form, please call Special Olympics Australia on 1300 225 762.

01. Volunteer Details

Legal first name

Surname

Preferred name

Date of birth

Male Female

Address

Suburb

State

Postcode

Phone (Home)

Phone (Mobile)

Email

02. Emergency Contact

In the event of an emergency please supply a contact.

Relationship to volunteer Parent Partner Spouse Guardian/Carer Sibling Other (Please specify)

Name

Phone (Home)

Phone (Mobile)

03. Media Consent

I understand that photography and video recording takes place at some Special Olympics Australia sports programs, events and activities, and that I may be incidentally included in such photographs or recordings (images) and that on occasion I may be identifiable from those images. By selecting "Yes" below, I confirm that Special Olympics Australia has my permission to use and/or disclose on its behalf, and allow others to use and/or disclose, any or all such images in television, radio, film, newspapers, magazines, on the internet, and/or in other media, and in any form, throughout the world solely for the purpose of publicising, promoting or communicating the purposes and activities of Special Olympics Australia. Yes No
(Note: Special Olympics Australia will seek separate permissions in relation to individual volunteer feature pieces.)

04. General Information

The following information will help Special Olympics Australia to better understand and support our members. Individual details will not be shared without permission, but any information provided may be used on an anonymous basis to provide an overview of our members.

Does the athlete identify as being of Aboriginal or Torres Strait Islander background? Yes No

Do you identify with an ethnic group? Yes No

If 'Yes' please provide details

How did you hear about Special Olympics Australia?

Do you have a family member in the program? Yes No

When did you first start volunteering?

Date:

Is this volunteer a student? Yes No

Institution

Is this volunteer employed? Yes No

Employer

05. Volunteer Role

Please list the volunteer roles you have with the club.

Volunteer Role

Volunteer Role

Volunteer Role

Volunteer Role

Volunteer Role

Volunteer Role

06. Member Protection and Sports Accreditation

Special Olympics Australia is committed to providing a safe environment for all athletes. It is a condition of volunteering that you have met the required screening requirements before starting your volunteer role. The below volunteers require the minimum listed documents as part of registration:

- Coaches - Working with children check (or equivalent), police check and coach accreditation or general coaching principles
- Committee Chair, Vice Chair, Treasurer, Membership Officer and Secretary - Working with children check and police check (WA committee members are exempt from the working with children check)
- All other roles with contact to athletes - Working with children check or equivalent
- Admin volunteers with access to the Special Olympics Australia database (SOMS) - Police check

Please review the information below and update if expired/required. A copy of the document is to be attached only if you are updating details.

Working with children check / Blue Card / Working with vulnerable people number	Date Issued	Expiry
Police Check Number	Issue Date	Expiry
First Aid Certificate Number	Date Qualified	Expiry
Sport Accreditation Number	Accreditation Provider	
Sport	Level	Date Qualified
		Expiry
Sport Accreditation Number	Accreditation Provider	
Sport	Level	Date Qualified
		Expiry
General Coaching Principles Number	Date Issued	
Play by the Rules Number	Course Name	Date Issued

07. Authorisation

Authorisation for adult volunteer (over 18)

I, _____ (print name), am at least 18 years old and have submitted the attached application to volunteer with Special Olympics Australia.

By signing this form:

- I confirm to the best of my knowledge and belief, I am physically and mentally able to volunteer in SO activities.
- I confirm that there is no medical evidence that would stop me from safely volunteering in SO activities.
- I confirm that I have read and agree to abide by the enclosed Volunteer Code of Conduct.
- I agree that if, during my volunteering, I need emergency medical treatment, and I am not able to give my consent or make my own arrangements for that treatment for any reason, Special Olympics Australia may take whatever measures it deems necessary to protect my health and well-being, including, if necessary, hospitalisation. (If you have religious objections to receiving such medical treatment, please cross out this paragraph, initial and request a Special Provisions regarding Medical Treatment form).
- I consent to the collection, use and disclosure of my personal information (including sensitive information) as described in the Privacy Statement enclosed. The privacy policy is available on Special Olympics Australia's website (www.specialolympics.com.au/ourwork/privacy).
- I, the volunteer named above, have read the provisions of the Authorisation that I am signing. I understand that by signing this paper, I am saying that I agree to the provisions of this Authorisation.

Signature of Volunteer

Date

Name (print)

Authorisation for minor volunteer (under 18)

I am the parent/guardian of _____ (print name), the minor volunteer ("Volunteer"), on whose behalf I have submitted the attached application to volunteer with Special Olympics Australia.

By signing this form, I confirm that:

- I have read and will ensure the Volunteer abides by the enclosed Volunteer Code of Conduct.
- I have reviewed the attached completed form and I am satisfied based on that review that the information given in the form is accurate and complete.
- I have read this Authorisation and fully understand it. I understand that by signing this Authorisation, I am saying that I agree to the provisions of this Authorisation.
- I consent to the collection, use and disclosure of the personal information (including sensitive information) of the Volunteer as described above.
- I understand that my personal information and personal information of any other contact names in this form "Contacts" will be collected, used and disclosed to the extent required to facilitate the Volunteer's participation in accordance with the privacy policy available on Special Olympics Australia's website (www.specialolympics.com.au/ourwork/privacy/), and I have the permission of Contacts to provide their details in this form.

Signature of Parent/Guardian

Date

Name (print)



Special Olympics Australia (SOA) is committed to a safe, fair and inclusive environment for everyone. Our Code of Conduct contains standards of behaviour that reflect our values of:

Respect Trust Sportsmanship

Everyone who takes part in training, playing or participating in activities should be aware of our Code of Conduct.

A breach of this code may result in actions such as suspension, withdrawal from training/competition or expulsion.

At SOA, everyone including athletes, coaches, volunteers, officials, committee members, staff, families and supporters should:

- act within the rules and spirit of sport.
- promote fair play.
- support opportunities for participation in sport.
- treat each person as an individual.
- show respect and courtesy to all involved.
- respect the decisions of official, coaches and club administrators.
- ensure that SOA activities are conducted in a safe environment.
- respect the rights and worth of every person regardless of their age, race, gender, ability, cultural or linguistic background, sexuality or religion.
- support child-safe policies and procedures.
- act with integrity and objectivity and accept responsibility for your decisions and actions.
- act responsibly in relation to smoking and drinking alcohol.
- not use any illegal drugs.
- model good behaviour and not abuse, bully or threaten others.

Athletes

- I will play by the rules.
- I will respect myself and others.
- I will participate for my own enjoyment and benefit.
- I will speak in an encouraging and positive manner
- I will give my personal best at all times.

Coaches, Volunteers and Officials

- I will understand my role and responsibilities and ensure that I deliver on them.
- I will be a positive role model.
- I will place the safety and welfare of athletes above all else.
- I will not make inappropriate physical, verbal or sexual advances on others.
- I will act honestly, in good faith and in the best interest of the sport I am involved with.
- I will resolve conflicts fairly and promptly through established procedures.
- I will comply with current SOA policies and procedures.
- I will conduct club responsibilities with due care, competence and diligence.
- I will maintain confidentiality with information gained in my role.

Families and Supporters

- I will remember that sport is for the enjoyment of athletes.
- I will focus on personal best performance, rather than winning or losing.
- I will never put down an athlete for making a mistake or losing a competition.
- I will positively support athletes in training and competition.
- I will model positive behaviour.
- I will respect the dignity of athletes, coaches, volunteers, officials, committee members, staff, families and supporters.
- I will not pressure athletes in any way.
- I will appreciate volunteers and those who give up their time to enable sport to happen.

For further information, please refer to the Member Protection Policy at:
www.specialolympics.com.au/members

Privacy Statement

Special Olympics Australia (ABN 28 050 738 728) delivers sports programs and events ("we", "us"). Thank you for registering to participate in our sports programs and events. You may contact us at privacy@specialolympics.com.au or by writing to Special Olympics Australia, PO Box 62 CONCORD WEST NSW 2138



We collect personal information you provide to us and personal information we obtain through your participation in our sports programs and activities. For example, we keep records of athletes' performance at our sports programs and events. We also take photos at our sports programs and events, and you may occasionally be identifiable from those photos.

We collect your personal information for the purposes of promoting, administering and running our charitable activities and events (e.g. national and international sporting events). We also use your personal information to contact you to keep you informed about matters related to Special Olympics Australia activities or provide information or services you have requested.

We collect sensitive information about you (including your health information) directly from you and/or from your parent or guardian on your behalf (including information from your medical practitioner). We use this information in order to verify your eligibility to participate in Special Olympics Australia sports programs and events, to ensure you are appropriately placed in particular events and to minimise risks associated with participating in events. We will not use or disclose your sensitive information in any other manner unless required or authorised to do so by law or if we have your consent.

We may share, transfer or disclose personal information we collect about you, including your sensitive information, with our local Special Olympics Australia offices, our third party service providers, accrediting sporting bodies (e.g. Special Olympics, Inc.) and volunteers for the above purposes. Some of these persons may be located outside Australia. For example, our data hosting service provider and Special Olympics, Inc. are located in the U.S.A. In particular, if you are to travel overseas in connection with Special Olympics Australia and/or Special Olympics, Inc. activities, we will share relevant personal information (including relevant information from your Healthcare Assessment Form) with the overseas organisers of those activities.

If you do not provide personal information when requested, this may limit the services we can offer you and/or your ability to support Special Olympics Australia. For example, you may not be able to participate in our sports programs and events or we may not be able to provide you with updates on our activities.

Your personal information will be handled in accordance with our privacy policy and any consents you have given. Our privacy policy details how you can access, correct or complain about the handling of your personal information, and how we will respond to your requests or complaints. Our privacy policy is available at: www.specialolympics.com.au/ourwork/privacy