

**Football Federation Australia
Far North Coast Referees Incorporated**

2011 APPLICATION FORM

ADMIN USE ONLY

Date Paid: _____

Receipt No: _____

Approved By: _____

I wish to apply to the Football Federation Australia, Far North Coast Referees as a (please tick one):

Active Junior Member (Turns 17 or under) \$110.00

Social Member \$30.00

Active Senior Member (Turns 18+) \$130.00

Dual Member \$70.00

PLEASE COMPLETE ALL DETAILS BY PRINTING CLEARLY BELOW

SURNAME _____ **GIVEN NAME(S)** _____

POSTAL ADDRESS _____

POSTCODE _____ **EMAIL ADDRESS** _____

DATE OF BIRTH _____ **FFA REGISTRATION NUMBER** _____

CURRENT REFEREE LEVEL (1-4) _____ **YEAR JOINED** _____

TELEPHONE - Home _____

- Business _____

- Mobile _____

PARENTS / PARTNERS FIRST NAME(S) _____

WRITTEN CORRESPONDENCE WILL BE SENT VIA EMAIL UNLESS YOU TICK THIS BOX:

BANK DETAILS (For Credit to Account)

BANK _____ **BSB** _____ **ACCOUNT NUMBER** _____

BRANCH _____ **ACCOUNT NAME** _____

Note: No responsibility can be taken for funds deposited into incorrect accounts. Please ensure your details are correct as credited amounts cannot be retrieved.

NEW MEMBERS JOINING FROM ANOTHER ZONE *Note: Written clearance must accompany application*

LAST MEMBERSHIP WITH _____ **IN (Year)** _____

I agree that if this application is accepted, I will be bound by the Rules and By-Laws of this Incorporated Association, including any disciplinary decision made by Management. For new members these documents are provided upon membership being approved, for renewing members these documents are available by contacting the secretary.

SIGNATURE _____ **DATE** _____

PARENT / GUARDIAN CONSENT IF UNDER 18 _____

RETAIN UNTIL 1 JANUARY 2018

Privacy Policy Statement

Privacy Policy Statement of the Football Federation Australia, Far North Coast Referees Inc.

Introduction

Football Federation Australia, Far North Coast Referees Incorporated are committed to complying with the Privacy Amendment (Private Sector) Act 2000, which commenced in December 2001, and the privacy provisions of all applicable legislation.

This privacy policy covers all personal information we hold, that is, information, or an opinion, about an individual, whose identity is apparent, or can be reasonably ascertained, from that information or opinion. This includes information we have collected from administrators, associate organisations, our management committee and/or our members which is obtained in writing, over the phone, through electronic mail or over the internet

The policy also covers personal information that we have sourced from third parties.

Commitment to privacy and responsible use of personal information

Personal information is any information that relates to an identifiable person. As well as information that can readily identify an individual, it also includes generic material, electronic records, video recordings and photographs.

We may collect personal information from a number of sources, during the course of:

- Fulfilling requests for information
- Fulfilling applications for membership
- Appointing officials to fixtures
- Fulfilling general enquiries
- Promoting our activities

We only collect the information necessary to carry out the administration of the Incorporated Body. We do not disclose that information to a third party without your consent and we only use the information for the purpose for which it was collected.

Why we collect personal information

We collect and use personal information from members in order to process applications for membership, general administration requests and enrolment in particular programs or events. The collection of such information enables us to efficiently administer the operations of the Incorporated Body, so that all members may be benefited.

Generally, we collect personal information direct from you; however there may be occasions where it is necessary to collect information from a third party. These occasions may include nominations for awards or enrolment into various programs or events. We may collect and update information over the phone, by electronic email, over the internet or in writing, if you choose to participate.

Type of personal information we collect

The types of information we generally collect includes your name, e-mail, address, contact numbers, date of birth, current referee grade, banking details, associated availability, and prohibited employment status. If it is necessary to seek more information in regards to the processing of membership applications, application for grants of financial assistance or enrolling you in a particular program, than the Incorporated Body will contact you for these details.

How we store information

We store information in a number of secure databases, paper-based files or other record keeping methods. We have taken steps to ensure the protection of your personal information from misuse, loss, unauthorised access and modification or disclosure.

We also take steps to destroy or de-identify information that we no longer require. In some cases there are statutory requirements for retaining information for a prescribed period of time.

Access to personal information

We will take reasonable steps to ensure that the personal information we collect, use or disclose is accurate, complete and up to date. If your personal details change, such as your address or phone number, please contact the Incorporated Body's Secretary to update your details.

We undertake to promptly acknowledge and investigate any complaints about the way we manage personal information.

Availability and review of Policy

We will make our privacy policy available on request and will review and amend this policy from time to time. This policy and any amendments will be made available on our public website. Additionally, a copy may be obtained from the Privacy Officer of the Incorporated Association.

Acknowledgement and Authorisation

I _____ agree that I have read and am conversant with the Privacy Policy of the Football Federation Australia, Far North Coast Referees Incorporated. I also additionally agree that my name, referee panel grading and telephone number be listed in the secure *Members Only Area* section of the Football Federation Australia, Far North Coast Referees Incorporated website, with the sole purpose of assisting the functions of the Appointments Panel and Development Panel. If I do not authorise for my name and/or referee panel grading and/or telephone number to be listed in the secure *Members Only Area* section of our website, then I must contact the Incorporated Body's secretary immediately.

Signed _____

Parent or guardian if under 18 _____

Date _____

PROHIBITED EMPLOYMENT DECLARATION – ALL MEMBERS 18 YEARS OF AGE OR OVER

CHILD PROTECTION (PROHIBITED EMPLOYMENT) ACT 1998

The Child Protection (Prohibited Employment) Act 1998 makes it an offence for a person convicted of a serious sex offence (a Prohibited Person) or a Registrable Person under the Child Protection (Offenders Registration) Act 2000, to apply for, undertake or remain in, child-related employment. It does not apply if an order, from the Industrial Relations Commission or the Administrative Decisions Tribunal or the Commission for Children and Young People, declares that the Act does not apply to a person in respect of a specific offence.

Section 5 of the *Child Protection (Prohibited Employment) Act 1998* defines a serious sex offence as:

- an offence involving sexual activity or acts of indecency that was committed in NSW and that was punishable by penal servitude or imprisonment for 12 months or more, even if the sentence was not served; or
- an offence involving sexual activity or acts of indecency that was committed elsewhere and that would have been punishable by penal servitude or imprisonment for 12 months or more if it had been committed in NSW; or
- an offence under Sections 91D-91G (other than if committed by a child prostitute) and 578B or 578C(2A) of the *Crimes Act 1900* or a similar offence under a law other than a law of NSW; or
- an offence of attempting, or of conspiracy or incitement, to commit an offence referred to in the preceding paragraphs; or
- any other offence prescribed by the regulations.

Note: A conviction for carnal knowledge is classified as a serious sex offence under this legislation.

Child-related employment means any employment, where at least one of the essential duties of the position, involves direct contact with children where that contact is not directly supervised. Section 3 of the *Child Protection (Prohibited Employment) Act 1998* specifies that child-related employment is employment:

- involving the provision of child protection services;
- in pre-schools, kindergartens and child care centres (including residential child care centres);
- in schools or other educational institutions (not including universities);
- in detention centres (within the meaning of the *Children (Detention Centres) Act 1987*);
- in refuges used by children;
- in wards of public or private hospitals in which children are patients;
- **in clubs, associations or movements (including of a cultural, recreational or sporting nature) having a significant child membership;**
- in any religious organisation;
- in any entertainment venues where the clientele is primarily children;
- as a babysitter or childminder that is arranged by a commercial agency;
- involving fostering or other child care;
- involving regular provision of taxi services for the transport of children with a disability;
- involving the private tuition of children;
- involving the direct provision of health services;
- involving the provision of counselling or other support services for children;
- on school buses;
- at overnight camps for children;
- any other prescribed by regulation.

Under this Act:

- it is an offence for a Prohibited Person to **apply for, undertake or remain in** child related employment;
- employers **must** ask existing employees, both **paid** and **unpaid**, and preferred applicants for employment to declare if they are a Prohibited Person or not;
- all child-related employees **must** inform their employers if they are a Prohibited Person or remove themselves from child-related employment. A Prohibited Person is someone who has been convicted of a serious sexual offence or, who has had a finding for a charge of a serious sexual offence proven in court, even if a conviction was not recorded;
- penalties are imposed for non compliance.

I am aware that I am ineligible to apply for, undertake or remain in, child related employment if I have been convicted of a serious sex offence as defined in the *Child Protection (Prohibited Employment) Act 1998* or if I am a Registrable Person under the *Child Protection (Offenders Registration) Act 2000*.

I have read and understood the above information in relation to the *Child Protection (Prohibited Employment) Act 1998*. I am aware that it is an offence to make a false statement on this form.

I declare that I am not a person prohibited by the Act from seeking, undertaking or remaining in child related employment.

I understand that this information may be referred to the Commission for Children and Young People and/or to NSW Police for law enforcement purposes and for monitoring and auditing compliance with the procedures and standards for employment screening in accordance with Section 36 (1) (f) of the *Commission for Children and Young People Act 1998*.

Full Name _____

Residential Address _____

Contact Telephone Number _____

Signature _____ Date _____

Note: Seek legal advice if you are unsure of your status as a Prohibited Person.

AVAILABILITY FORM

PLEASE COMPLETE ALL DETAILS BY PRINTING BELOW

SURNAME _____ **GIVEN NAME** _____

RESIDENTIAL SUBURB _____ **TELEPHONE** _____

PLEASE INDICATE YOUR INITIAL AVAILABILITY

(Remember, you need to continue to update you availability throughout the season online)

- | | |
|--|--|
| <input type="checkbox"/> Saturday Mornings | <input type="checkbox"/> Sunday Mornings |
| <input type="checkbox"/> Saturday Afternoons | <input type="checkbox"/> Sunday Afternoons |
| <input type="checkbox"/> Weekdays | <input type="checkbox"/> Weeknights |
| <input type="checkbox"/> School Games (Weekdays) | <input type="checkbox"/> Public Holidays |

Can you provide your own transport to games outside of your place of residence: Yes No

If not, are you willing to organise travel with the centre referee or another member: Yes No

DURING THE REGULAR SEASON I am a player / coach / parent associated with the following:

CLUB/S _____

TEAM NAME/S _____

DIVISION/S _____

DURING THE ANZAC CUP I am a player / coach / parent associated with the following:

CLUB/S _____

DIVISION/S _____

I have the following special provisions regarding my availability (i.e. Special dietary requirements, days or times unavailable not specified above etc.)

Travel to Matches

While we understand travel can be difficult at times for some, the reality is that in order to cover all games every week, most people will have to travel at different times throughout the year.

With the information you have provided on this form, the Appointments Panel will use their discretion to appoint you to matches as they deem appropriate.

For those who get selected in a higher grade referees panel, you *may* be required to travel *slightly* more often than some other members because of the location of the higher grade matches, but please remember that you have been appointed to these higher grade matches because you are deemed worthy of being appointed to them by the Appointments Panel.

Finally, **remember that if you have a problem with transport for a match you can ring one of the other officials appointed (usually the centre referee) to see if they can give you a lift.**

Any member who has a major problem with transport should contact the Appointments Panel.

Phone: 0434 856 992

Email: appointments@ffncreferees.com.au

Checklist

Have you:

- Completed all the Application Form on page one?
- Read and signed the Privacy Policy on pages two and three?
- Read and signed the Prohibited Person Employment form on page four?
- Completed the Availability Form on page five?
- Completed a FFA Match Official Registration Form (separate form)? If not, contact our registrar.
- Enclosed a Cheque or Money Order (no cash by mail) made out to *FFA, Far North Coast Referees Inc.* OR paid by direct debit into our bank account?

If submitting forms by mail, please enclose all completed forms and the membership fee to:

Mr Sam Murphy

Registrar

Football Federation Australia, Far North Coast Referees Inc.

PO Box 748

Lismore NSW 2480

Want to pay via direct debit? Check our website for details...

Go to www.ffncreferees.com.au/online-store/