

Policy number: 20

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Person responsible: Principal, School of Sport Education NT

Introduction

The School of Sport Education NT acknowledges the significant contribution of volunteers to all programs. The contribution of volunteers is essential to ensure delivery of programs at all levels.

Purpose

This policy applies to all who wish to volunteer to assist with any school sport program. It ensures there is consistency in process across the regions of the Northern Territory and all School of Sport Education NT programs.

Policy

At least one team official per team at a Championship, or regional group at a Development and Interstate selection Camp, must be a teacher registered in the Northern Territory. Team officials are appointed at a ratio of 1 official to 10 student participants. The School of Sport Education NT will maintain a ratio of 1 adult team official to 10 student participants for programs at the interstate and inter-region level.

Volunteers within the School of Sport Education NT program are recruited using consistent and transparent processes. All volunteers must undergo an application process providing appropriate referees, and hold a valid Working with Children Clearance (Ochre card). Applications for this are made through SAFE NT via the following link:

<https://forms.pfes.nt.gov.au/safent/>

All volunteers must also complete Mandatory Reporting in the year of competition. Evidence of this must be provided and recorded by SSENT staff.

The School of Sport Education NT will cover the transport, meals and accommodation costs of team officials at interregional and interstate levels to meet the 1:10 adult to student supervision ratio. At the inter-region level costs will be covered for single team entry. Should a region wish to send multiple teams, costs will be covered through the regional multiple teams levy.

Relief teacher reimbursement is also available on application. Please refer to the School of Sport Education NT Relief Teacher Reimbursement policy.

Additional adults may be needed for the supervision of Multi-Class athletes.

At the interstate level the School of Sport Education NT will also cover all costs for appointed team officials required to attend Interstate Team Officials Professional Development days (ITOPD), and travel for team coaches to selection events.

All volunteers must abide by the policies of the School of Sport Education NT. They must comply with the Code of Conduct and attend an orientation session. Regional orientations will be held in term 1 and interstate orientation will be a part of ITOPD, held in February in the year of competition. If officials are appointed at a later date, an alternative orientation session will be conducted.

The School of Sport Education NT reserves the right to terminate the services of volunteers. Reasons for dismissal may include:

- Failure to abide by the Code of Conduct.
- Being under the influence of alcohol or drugs.
- Theft of property or misuse of SSENT equipment or materials.
- Inappropriate behaviour towards co-workers.
- Failure to abide by SSENT policies and procedures.
- Failure to satisfactorily perform assigned duties.

Definitions

Volunteer – means a person working without payment or reward for the School of Sport Education NT.

Ochre Card – a valid Working with Children Clearance issued by SAFE NT.