

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



**POLICE CLEARANCE
PROCEDURE**

GSABA COACHES NATIONAL POLICE CHECKS FOR COACHES

There is a GSABA Child Safe Policy and there are legislative requirements that are required to be adhered to in relation to "Working with Children legislation.

The GSABA is adopting the policy of Police Checks for GSABA Club coaches, assistant coaches and team managers for teams with minors (17 or under) in the team.

Steps 1,2 and 3 to be completed as outlined below.

Step 4 - The forms then need to be given to the GSABA Business Administrator Dennis Earl, these forms can be left with the canteen staff at either stadium.

We will then submit the forms in a block of Police Checks to SA Country Basketball and they will add the VOAN details and send them off to SAPOL. The Police Checks when verified and processed by SAPOL are sent direct to the applicant.

The Police Check process as outlined will be at no charge to the applicant. When the Police Clearance is received by the GSABA Member a copy will need to be submitted to the GSABA Business Administrator as soon as possible.

POLICE CLEARANCES

GSABA Coaches, Assistant Coaches and Team Managers who have current Police Clearances can submit copies of their Police Clearance to GSABA Business Administrator as soon as possible.

Registered Teachers, Police Officers and Coaches who are minors (17 or under) are exempt.

EXEMPT MEMBERS need to inform the GSABA Business Administrator via Register.

GSABA PROCEDURE

The GSABA members can follow the steps below.

GSABA - NATIONAL POLICE CHECK PROCEDURE

Step 1: Download and print a police check application from SAPOL website.
Police check application form PD267 (PDF 1,28MB)
Alternatively you can obtain a printed copy from your local Police Station.

Step 2: Check that you have 100 points of original identification as explained in the application form.

Step 3: Applicants will then need to get their application witnessed by either a Police Officer or Justice of the Peace.

Attend a Police Station or Justice of the Peace.

Completed the application form

100 points of original identification

Photocopies of 100 points of identification, for certification

South Australian Police (SAPOL) or Justice of Peace will then:

Witness signature on application form

Certify your 100 points of identification

Complete the authorisation section on your application form

GSABA COACHES REGISTER

A GSABA Coaches Register will be set up as the final part of this process and this is part of the GSABA Child Safe Policy. The Coaches Register will now be part of the GSABA Nominations Pack, a template will be forwarded and this template will need to be used by the Clubs.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR