

Blue Card System – Information Sheet

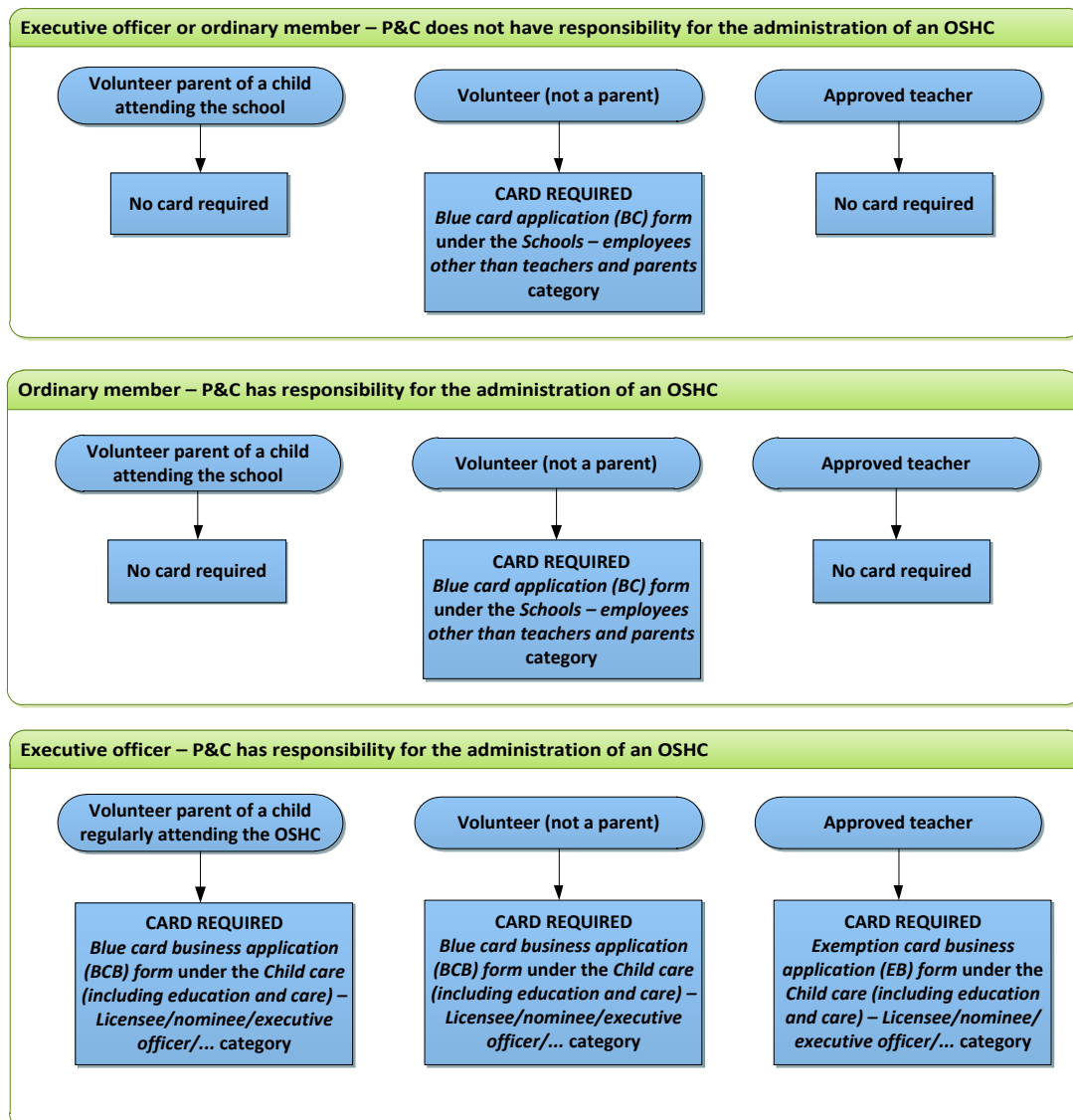
Parents and citizens associations (P&Cs)

When do I need a blue card?

Blue card requirements for members of P&Cs depend on the

- membership type (executive or ordinary), and
- services for which the P&C is responsible, in particular whether the P&C is responsible for the provision of outside school hours care.

Further information in relation to the blue card requirements for specific circumstances is outlined below:



When can I start?

If you are a volunteer and you are required to have a blue card, you will need to hold a valid blue card **prior** to undertaking child-related work.

Business operators must hold a blue card **before** commencing a child-related business.

What other obligations do I have?

Executive officers of a P&C which has responsibility for the administration of an OSHC are considered to be carrying on a regulated business. The employees and volunteers engaged to work in the OSHC will also require a blue card and you are responsible for ensuring compliance with the screening requirements of the blue card system. For more information about your obligations as a business operator please refer to the *Obligations for regulated organisations* information sheet on the Blue Card Services website.

Business operators must also implement child and youth risk management strategies. This includes policies and procedures aimed at identifying and minimising potential risks of harm to young people, including codes of conduct, procedures for recruiting and managing staff and volunteers, as well as policies for reporting disclosures or suspicions of harm to children. For more information please see the Risk Management Toolkit.

Renewing your blue card

You should submit an application for a new blue card at least 30 days prior to your current card expiring. Your current blue card will then be seen as current even if it expires before Blue Card Services issues your new card.