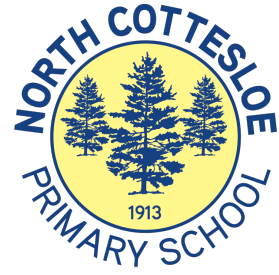


## Use of Facilities - Sporting Groups



### 1. Third Party Requests to use NCPS for sporting activities:

- Deed of licence required for all Third Parties requesting to use the school amenities.
- All deed of licence approved activities must provide a financial return for the school.
- The Third Party must complete the deed of licence and provide supporting documents.
- The Principal decides if the deed of licence will be approved.
- All approved DOL are submitted to DoE for final approval and compliance.

### Reference: Community Use of Public School Facilities

<https://www.education.wa.edu.au/web/policies/-/community-use-of-public-school-facilities-policy>

### 2. Requests by Paid P&C Members + Members of the P&C Sporting Sub Committee to use NCPS for sporting activities:

- North Cottesloe PS Parent volunteers who request to run sporting activities for associated clubs, must be paid P&C members and members of the P&C Sporting Sub Committee
- The P&C manages the collection of all required documentation from their members and confirms with the school that the volunteers running the activities are paid members of the P&C and on the P&C Sporting Sub Committee
- The P&C manages the collection of all documentation from associated clubs and provides copies to the school.
- Insurance for parent volunteers operating under the P&C, is through the P&C's 'Sporting Sub Committee'.
- The P&C collects and provides copies of the associated club's certificate of currency - Insurance for students is via the associated club's certificate of currency
- The P&C collects and provides copies of the associated club's code of conduct or terms of reference
- Any volunteers who may support the P&C sporting sub committee activities, must provide a valid WWCC, if they are not parents of students who attend North Cottesloe PS.
- The school determines allocation and availability of spaces requested, after documentation is received from the P&C.
- The P&C provides names of all volunteers who will be on site and what their role is
- All volunteers on site need to sign in at reception before commencing training
- Final approval to the P&C Sporting Sub Committee, is in writing from the Principal, subject to documents being supplied, and availability of space. Reception staff support the management of schedules and compliance documents.

### WACSSO - P&C Insurance:

Insurance is a topic that is often not understood or explained properly. Many P&C Associations may not consider insurance in relation to their fundraising activities, events or other functions; however, the implications of an uninsured volunteer or individual sustaining an injury can be costly and damaging.

As part of affiliation to WACSSO, P&Cs pay an insurance component that gives them Volunteer Personal Accident insurance for volunteers. This insurance covers volunteers in the case of an accident while working for the P&C.

### Reference - WACSSO P&C Insurance explained [Document]