

# BLUE CARD POLICY



**TABLE OF CONTENTS**

---

<b>1.</b>	<b>Introduction</b>	<b>2</b>
<b>2.</b>	<b>Association (LAQ) Requirements</b>	<b>2</b>
<b>3.</b>	<b>Centre/Club Requirements</b>	<b>2</b>
<b>4.</b>	<b>Review</b>	<b>3</b>

## 1. Introduction

---

This information is subject to change at any time. Refer to **Blue Card Services at [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au) for further information.**

The Blue Card System is regulated by 2 pieces of legislation: the [Working with Children \(Risk Management and Screening\) Act 2000](#) (the Act) and the [Working with Children \(Risk Management and Screening\) Regulation 2020](#). The Blue Card System requires people who work with children under 18 years of age in certain categories of paid or voluntary employment or those who operate child-related businesses, to undergo a Working with Children Check. The Working with Children Check is a comprehensive assessment of a person's suitability to work with children based on their criminal history and teacher registration, if any. Those found suitable to work with children and young people are issued a suitability card, otherwise known as a blue card.

**A blue card must be renewed every three years.**

## 2. Association (LAQ) Requirements

---

The Chief Executive Officer (CEO) is responsible for the implementation of these requirements and ensuring compliance with all applicable legislation.

Little Athletics Queensland acknowledges the importance of the Blue Card System and their position as a 'Regulated Business'. As such, Blue Cards will be required to be linked to Little Athletics Queensland **prior to commencement** for all staff, volunteers and officials engaged by LAQ. This includes but is not limited to:

- Permanent and casual staff, including apprentices and students undertaking placements,
- Board members and members of sub-committees,
- Officials appointed at Association-managed events,
- Contract coaches and presenters,
- Representative Team Managers (e.g., ALAC or Development Tours),
- Members of Regional Committees.

In accordance with legislation, Little Athletics Queensland will maintain:

- A register of linked applicants via the Blue Card Services Organisation Portal,
- An employee register,
- A Child & Youth Risk Management Strategy (CYRMS).

## 3. Centre/Club Requirements

---

The President/Centre Manager is responsible for the implementation of these requirements and ensuring compliance with all applicable legislation.

Each affiliated Centre is bound by the legislation to ensure they are compliant with all applicable Blue Card requirements. The Act requires Little Athletics Centres to:

- Ensure all applicable people hold and maintain a Blue Card whilst in their role. Cards must be linked prior to commencement in a role – No Card. No Link. No Start.
- Maintain an Employee Register outlining the details of all required persons.
  - Note – volunteers are considered employees under the Act.
- Develop and implement a Child and Youth Risk Management Strategy (CYRMS) to promote the well-being of children in their care and protect them from harm.

Centres are welcome to implement additional Blue Card requirements above and beyond what is outlined in this document should they wish, without prejudicing the rights of any regular member.

### Who Needs a Blue Card?

In accordance with the legislation, the following people must hold a Blue Card that is linked to the Centre via the online Organisation Portal:

- All committee members
- Employees
- Volunteer coaches over the age of 18
- Paid coaches or employees under the age of 18
- On-field officials (e.g. starters, recorders, age marshals) or other volunteers who do not have a child actively participating in the sport.

Volunteer parents who only assist with on-field roles (e.g. age group manager, measuring, starting) and are not on the committee do not require a Blue Card, provided their child is participating at the Centre. A restricted person cannot rely on this exemption.

Little Athletics Queensland requires all Centres utilise the online Organisation Portal to link all required Blue Card holders.

### Obligations to Little Athletics Queensland

As a sport prioritising child safety, Little Athletics Queensland have implemented additional requirements to ensure compliance with Blue Card legislation. Affiliated Centres must provide Little Athletics Queensland:

- A complete list of the Blue Card details and Date of Birth for committee members, and coaches so that LAQ can verify their Blue Card status.
- Notification of any changes to the committee, and their respective Blue Card details

**Failure of a Centre to meet their obligations under the Act, or this policy, may result in their affiliation being immediately terminated.**

## 4. Review

---

Policy	Review Date
<i>Next Review Scheduled</i>	<i>December 2026</i>
Blue Card Policy v4	December 2025
Blue Card Policy v3	August 2023
Blue Card Policy	August 2008
Blue Card Policy	August 2005
As of the time of writing, this table includes all policies that were accessible. The absence of inclusion in this table does not suggest that no further updates occurred, rather they were simply not accessible as of May 2023.	