



## Neighbourhood Community Centres

This fact sheet provides information about when a blue card is required at Neighbourhood Community Centres (NCC) under the *Working with Children (Risk Management and Screening) Act 2000* (the Act).

The purpose of the blue card system is to contribute to the creation of safe and supportive environments for children and young people. The Blue Card System does not apply to every environment where a child may be present and an organisation cannot have a policy requiring employees to hold a blue card if they do not need one. This fact sheet provides some guidance around when a blue card is required for people working and volunteering in NCCs.

### Who needs a blue card?

People providing services and activities specific to children whether they are paid or volunteering, **must have** a current valid blue card or exemption card. There are different types of categories people within NCCs may apply for their blue card under:

- [Child care services](#)
- [Health, counselling and support services](#)
- [Sport and active recreation](#)
- [Education and care services](#)
- [Churches, clubs and associations](#)

**There** are some situations where a person may be exempt from requiring a blue card. A list of when exemptions may apply are available on the Blue Card Services' website at [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard). However, regardless of whether a person is required to **hold a blue card or not, they cannot work or volunteer within an NCC if they are a [restricted person](#)**.

### How do I apply for a blue card?

Information on how to apply for a blue card is available on the Blue Card Services' website at [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard). Under the No Card, No Start laws, you cannot start working or volunteering with children until you have a valid blue card or exemption card.

### What if I already have a blue card?

- Show your blue card to the NCC organisation you are working with
- The organisation will validate your card using the [Validate card](#) tool on the Blue Card Services' website
- Your organisation will confirm if you have the correct type of blue card for the work you are doing. If you have had a blue card for volunteering but are beginning paid work, you will need to submit a [Volunteer to paid employment transfer](#) form.

Once validated, you notify Blue Card Services by using online [Organisation Portal](#) or submitting a [Link a person to your organisation](#) form to Blue Card Services. This ensures the organisation you are working or volunteering with will be notified in case your blue card is cancelled or suspended.

### Child and Youth Risk Management Strategies

All organisations that employ staff in regulated child-related employment or operate a regulated business **must** develop and implement child and youth risk management strategies to comply with their legislative requirements. To assist organisations to develop or strengthen their child and youth risk management strategy, there are a number of resources, including a [toolkit](#), [videos](#) and [fact sheets](#) which are available on the Blue Card Services' website at [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard).



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## Frequently asked questions

The below table has some common scenarios for NCC where blue cards may be required.

| Scenarios   |
|---|
| <p><b>The NCC is providing a family fun day event open to the community. We will have a jumping castle available for young children. We are hiring the jumping castle for the day. One of the jumping castle employees will supervise and assist the children on and off the jumping castle.</b></p> <ul style="list-style-type: none"><li>• Will the jumping castle employee require a blue card?<ul style="list-style-type: none"><li>○ <b>Yes</b>, a blue card or exemption card is required under the <a href="#">Sport and active recreation</a> category of regulated employment. Before booking the jumping castle, the NCC should confirm that employees operating the jumping castle have a current blue card.</li></ul></li><li>• Does it matter if the employee is paid or volunteering their time?<ul style="list-style-type: none"><li>○ It doesn't matter whether the employee is paid or volunteering their time, they will still require a blue or exemption card.</li></ul></li><li>• Do I need to link the jumping castle employee to my organisation?<ul style="list-style-type: none"><li>○ <b>No</b>, you do not need to link the employee to the NCC / my organisation.</li></ul></li></ul> |
| <p><b>I work for a NCC that has a funded family support program including children's support programs. Do all of my staff and volunteers require a blue card?</b></p> <ul style="list-style-type: none"><li>• <b>No</b>, only the staff and volunteers who are providing the children's support programs will require a blue card or exemption card under the <a href="#">Health, counselling and support services</a> category or regulated employment.</li></ul>  |
| <p><b>I work for a NCC that has a funded family support program. The NCC also has funding to run a seniors program.</b></p> <ul style="list-style-type: none"><li>• Do the volunteers/staff who run the seniors programs require a blue card?<ul style="list-style-type: none"><li>○ <b>No</b>, a blue card or exemption card is not required. Blue cards are for those people who provide a service or activity directed mainly towards children and young people.</li></ul></li><li>• What if the senior's program is operating from the NCC at the same time as the children's support program?<ul style="list-style-type: none"><li>○ <b>No</b>, a blue card or exemption card is not required. Blue cards are for those people who provide a service or activity mainly towards children and young people.</li></ul></li></ul>   |
| <p><b>I work for a NCC that regularly runs movie nights that are open to the community.</b></p> <ul style="list-style-type: none"><li>• Do the staff and volunteers working at the movie night require a blue card?<ul style="list-style-type: none"><li>○ <b>No</b>, a blue card or exemption card is not required.</li></ul></li></ul>  |
| <p><b>I work for a NCC that hosts children's parties.</b></p> <ul style="list-style-type: none"><li>• Do the staff and volunteers hosting the children's parties require a blue card?<ul style="list-style-type: none"><li>○ <b>Yes</b>, a blue card or exemption card. When applying for a blue card, select the <a href="#">Churches, clubs and associations</a> category.</li></ul></li><li>• Do the parents of children attending the party need a blue card?<ul style="list-style-type: none"><li>○ <b>No</b>, a blue card is not required for parents volunteering at the community centre where their child is participating in the activities.</li></ul></li><li>• What if the volunteer working at the children's party is a cousin of the child attending the party?<ul style="list-style-type: none"><li>○ <b>Yes</b>, a blue card or exemption card is required for the volunteer, even if they are family (other than parents). When applying for a blue card, select the <a href="#">Churches, clubs and associations</a> category.</li></ul></li></ul>   |
| <p><b>I work for a NCC that holds family events open to the public where we hire a food van operator.</b></p> <ul style="list-style-type: none"><li>• Does the food van operator need a blue card?<ul style="list-style-type: none"><li>○ <b>No</b>, a blue card or exemption card is not required.</li></ul></li></ul>   |

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## **I work for a NCC that holds community events open to the public, (i.e.) fun runs.**

- Do the staff and volunteers involved in the fun run require a blue card?
  - **No**, a blue card or exemption card is not required.

## **I work for a NCC that holds one off events for children (i.e. Easter egg hunts)**

- Do the staff and volunteers involved in this one off event require a blue card?
  - **No**, a blue card or exemption card is not required as they are not working or volunteering for more than 7 days in a calendar year.
- Do the parents of children attending the party need a blue card?
  - **No**, a blue card or exemption card is not required for parents volunteering at the community centre where their child is participating in the activities.

## **I work for a NCC which holds physical education in the park with children and older people for the general community.**

- Do the staff taking the physical education class need a blue card?
  - **No**, a blue card or exemption card is not required as they are instructing a class open to all ages.
- What about the older people attending the class?
  - **No**, a blue card or exemption card is not required (participating alongside each other).

## **I work for a NCC which employs a face painter during events open to the public.**

- Does the face painter require a blue card?
  - **No**, a blue card or exemption card is not required.

## **I work for a NCC and it runs adult programs. A crèche service is available for the children of adults who participate in these programs.**

- There is a paid supervisor for two hours three days a week. Do they require a blue card?
  - **Yes**, a blue card or exemption card is required for both the supervisor and the volunteer working with children. When applying for a blue card, select the [Child care services](#) category.
- Sometimes the NCC volunteers help out too. Would they require a blue card?
  - **Yes**, a blue card or exemption card is required for both the supervisor and the volunteer working with children. When applying for a blue card, select the [Child care services](#) category of regulated employment.

## **I work at a NCC which hosts multicultural and community events. We have various stalls at these events. Some of the stalls have specific children's activities.**

- Do all of the stall holders require blue cards?
  - **No**, a blue card or exemption card is not required for all stall holders.
- Do the stalls with specific children's activities require a blue card (i.e.) making slime?
  - **Yes**, a blue card or exemption card is required for stall operators running activities specifically for children. When applying for a blue card, select the [Churches, clubs and associations](#) category.

## **I am a yoga teacher who teaches yoga three time a week for mums and bubs at the community centre.**

- Do I require a blue card?
  - **Yes**, a blue card or exemption card is required. When applying for a blue card, select the [Sport and active recreation](#) category.

## **Our NCC operates an under 18's disco. We employ a DJ, canteen staff and security officers.**

- Does a DJ require a blue card?
  - **Yes**, a blue card or exemption card is required for a DJ. When applying for a blue card, select the [Sport and active recreation](#) category.
- Does the canteen staff require a blue card?
  - **Yes**, a blue card or exemption card is required for canteen staff. When applying for a blue card, select the [Sport and active recreation](#) category.

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**Our NCC operates an under 18's disco. We employ a DJ, canteen staff and security officers Cont.**

- Do the security officers require a blue card?
  - **Yes**, a blue card or exemption card is required for security officers. When applying for a blue card, select the [Sport and active recreation](#) category.

**I host an art group which is open to the public. A handful of youths who are under 18 attend along with adults.**

- Do I need a blue card?
  - **No**, a blue card or exemption card is not required as this group is open to members of the public of all ages.
- If I run a class that is just for children and young people, will I need a blue card?
  - **Yes**, a blue card or exemption card is required. When applying for a blue card, select the [Private teaching, coaching or tutoring](#) category.

**The NCC hosts dance classes for children who are under 18, and some of the parents assist in these classes.**

- Does the dance class teacher need a blue card?
  - **Yes**, a blue card or exemption card is required. When applying for a blue card, select the [Churches, clubs and associations](#) category.
- Do the parents who volunteer at the dance classes when their child attends the class need a blue card?
  - **No**, a blue card or exemption card is not required for parents volunteering at the community centre where their child is participating in the activities.
- If the NCC lets a local business operate a dance class from their premises, does the business operator need to have a blue card to provide dance classes for children?
  - **Yes**, a blue card or exemption card is required. The NCC should confirm when booking the business that the business and its employees hold current valid blue cards.

**I am working in a NCC with a social enterprise program. Children under the age of 18 participate in this program.**

- Do the volunteers working in the NCC op shop require a blue card?
  - **No**, a blue card or exemption card is not required.
- The enterprise I am involved in is with the community café which is run by the local TAFE. Does the TAFE supervisor require a blue card?
  - **No**, a blue card or exemption card is not required.
- I am 16 years of age and in a school based traineeship which sells groceries to local people. Do the volunteers who work with me require a blue card?
  - **No**, a blue card or exemption card is not required.

**I am a taekwondo instructor who owns my own business. I volunteer my time with the local NCC teaching classes to young people once a week.**

- Do I require a blue card?
  - **Yes**, a blue card or exemption card is required. When applying for a blue card, select the [Sport and active recreation](#) category of regulated employment.



### Need more information?

Please call us on **1800 113 611** or **07 3211 6999** between **8am–5pm** on **Monday to Friday** or visit [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard). If you need an interpreter, contact **Language Loop** on 1800 512 451.