



## **Notice to all NSW Fencing Association Members, Parents, Coaches, Volunteers and Visitors**

### **Installation of security cameras at the NSW Fencing Centre**

The Board of the NSW Fencing Association has approved the installation of a continuous closed circuit television (CCTV) monitoring system at the NSW Fencing Centre (the Centre).

This decision is consistent with the Board's obligation to take precautions to ensure the protection of all users of the Centre. The Board has a special responsibility to protect children (under 18), as required by NSW law.

We are also sensitive to the need to protect the personal privacy of Centre users. These operating rules strike a balance between protecting Centre users, especially children, and respecting their privacy.

The operation of the CCTV system conforms to the requirements of the NSW Workplace Surveillance Act 2005.

The cameras cover:

1. The main fencing area including the entrance doors
2. The entrances to the bathrooms, but not inside the bathrooms
3. The area behind the finals wall

Note: The area behind the finals wall is not a dedicated change room. For convenience, this area may be used by fencers for changing. If any fencers feel uncomfortable about changing in this area, they should use the adjacent bathrooms or the common bathrooms downstairs.

#### **Operational procedure**

1. The cameras operate continuously.
2. Images from the cameras feed into a recorder located in the kitchen.
3. The monitor outside the kitchen will show only the images from the main fencing floor and the entrance doors.

4. The recorded images can be accessed remotely only with a password that is in the safekeeping of a member of the Board.
5. The recorded images will be viewed only if an incident relating to the safety and security of Centre users or property in the Centre or a crime is reported or suspected.
6. The images will be viewed only by members of the Board's Conduct Committee and/or members of the Member Protection and Disciplinary Tribunal and any expert consulted by them.
7. In the event of an incident, the recorded images may be taken into account by the Conduct Committee and the Member Protection and Disciplinary Tribunal in considering appropriate action under the NSWFA Code of Conduct and/or the NSWFA/AFF Member Protection Policy.
8. The recorded images may be provided to the NSW Police, the Office of the Children's Guardian or other relevant authorities.

Approved by the NSWFA Board - January 2019