



Working with Children Checks POLICY

Rationale:

Schools are required to comply with the Working with Children Act 2012 and ensure that any person unsuitable to be involved in 'child related work' does not do so.

Aims:

- To ensure children under our care are protected from being exposed to inappropriate people.
- To ensure all people engaged in 'child related work' with our students and who are required to have Working with Children Checks, do so
- To ensure that our school complies with the relevant Acts and laws.
- To provide an environment that is safe.

Implementation:

- As of 15 June 2013, all workers or volunteers related in 'child related work' must undergo Working with Children checks prior to commencing work.
- As of 17th November 2017 All staff will undergo WWCC and log onto ESS.
- You are considered to be performing 'child related work' if you work or volunteer at a school or school related activities, and you volunteer or do this work on a regular basis, and you have direct contact with children under 18yrs of age which is unsupervised, and you do not qualify for an exemption.
- In addition to the WWCC requirements, workers who are engaged in child-related work as a paid employee of the department or as a contractor in the Assisted School Travel Program are required to meet the department's National Criminal Records Check requirements to determine their suitability for employment or engagement.
- This policy applies to people who are employed or engaged (or who are seeking to be employed or engaged) in child-related work in the NSW Department of Education and TAFE NSW, in any one of the following capacities:

-as a paid employee;

-as a self-employed person or as a contractor or subcontractor;

-as a volunteer;

-as a person undertaking practical training as part of an educational or vocational course (other than as a student undertaking work experience);

-as a minister, priest, rabbi, mufti or other religious leader or spiritual officer of a religion or other member of a religious organisation

- All people required to have Working with Children checks are issued a WWC Number which needs to be given to the School.
- The School will maintain a record of volunteers with up to date WWC Checks.
- The School requires that all volunteers directly involved in school camps, excursions, sleep-overs, teaching of swimming lessons, transport of students without staff members present,

extra-curricular activities such as school sporting teams etc all have Working with Children Checks.

Evaluation:

This policy will be reviewed as part of the school's three-year review cycle, or as required due to changes in relevant Acts, Laws or should situations arise that require earlier consideration.

This policy was last ratified by The School's Policy Committee in April 2017.