



**St Philip's
Christian College**
FOR THE WHOLE OF LIFE

Working With Children Check Form

A Working With Children Check is a prerequisite for anyone in child-related work in NSW. The new Check covers more people, is more comprehensive and provides better protection for children.

A Working With Children Check includes a national police check and review of findings of misconduct involving children. The result is either a clearance or a bar.

If the outcome is a clearance, the check is valid for five years and may be used for any childrelated work (paid or voluntary) in NSW. Cleared applicants will be subject to ongoing monitoring and relevant new records could lead to a bar and the clearance being revoked.

Surname:

Given Names:

Date of Birth:

WWCC Number: WWCC

Mobile:

Email: _____

Do you have children who attend the College: **YES** **NO**

Child Protection Statement of Assurance for Volunteers

I hereby give my assurance that I have not:

- been found guilty by a Court of a sexual offence or an offence against the person of a student or child; or
- been dismissed from any previous employment on the grounds that I was involved in improper conduct of a sexual nature with a student or child; or
- retired or resigned from your previous employment following allegations that I was involved in improper conduct of a sexual nature with a student or child; or
- been advised by an employer that my name has been included on a list of those not to be employed in a child related area of activity.

If you cannot give this assurance, you should not sign this statement. You may however, wish to speak with the Principal about the relevant occurrence. If you sign the statement when you are not in a position to give such assurance, the College may terminate your services without notice.

Signature:

Date:

ST PHILIP'S CHRISTIAN COLLEGE PORT STEPHENS

02 4919 5400

182 Salamander Way, Salamander Bay NSW 2317

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www.spcc.nsw.edu.au



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Volunteer Agreement – To be filled out by volunteers ONLY

As a Volunteer I agree to:

- Work as a volunteer under supervision of a St Philip's Christian College Staff Member in any area of need and ability.
- Discuss any concerns in relation to College matters with the appropriate staff or executive member.
- Keep all College related matters confidential and under no circumstances approach parents or community members in relation to issues arising at the College. I understand this is the responsibility of the College executive.
- Abide by the terms and conditions detailed in this volunteer policy.
- I will participate in an induction program and I understand my responsibilities regarding mandatory reporting, Workplace Health and Safety (WHS), duty of care to students, and privacy. I will also participate in training specific to my areas of volunteer work.
- In addition to this agreement, I have also signed a 'Child Protection Statement of Assurance' (previous page).
- I understand that if I breach any of the above agreements my services as a volunteer may be terminated.

Volunteer Signature:

Name:

Date:

If you do not have a Working With Children Check Number under the new regime, you need to apply at:
<https://www.service.nsw.gov.au/transaction/apply-for-a-working-with-children-check>

Please note that you need to select the following:

- Purpose of check - Volunteer
- Child-related sector - Education

Once you have completed the online application, you will need to take your application number and proof of your identity to a Service NSW Centre. Please make sure the details you provide on your application are EXACTLY THE SAME as the details on your identity documents. You will receive an email with your WWCC number – please insert this number on the front page of this form and return to our main reception.

PLEASE NOTE: You only need ONE Working With Children Check. If you have a paid job and a volunteer role working with children, a check for paid workers will cover you for both.

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