



Working with Children's Check Policy.

Purpose:

- As of the 1st of Jan 2008, all schools are required to comply with the Working with Children's Act and ensure that any person unsuitable to be involved in 'child related work' does not do so.

Aim:

- To ensure all people engaged in 'Child related work' with our students will have a Working with Children's Check.
- To ensure our school complies with the relevant Acts and laws.
- To provide a safe environment

Implementation

- All staff or volunteers who work at our school must undergo a Working with Children's Check prior to commencing work.
- People in this category include parents who volunteer on a regular basis, transport children in their car, attend overnight camps and excursions, teach swimming lessons, coach school sporting teams or are involved in any out of hours programs that are organised by the school.
- All teaching staff are registered with the VIT and have ongoing monitoring of their status so are exempt. Police officers are also exempt. These people must still provide evidence to support their claim.
- Parents who volunteer in relation to an activity in which our child ordinarily participates, eg class reading, is exempt. If the same person volunteers in a class that their child does not participate then a check is required.
- All people required to have Working with Children's Checks are issued a WWC Check Card. Copies of these cards will be filed by the school.
- A WWC check card is valid for 5 years.
- This card is transferable between volunteer organisations.
- This card is free of charge for volunteers, but cannot be used for paid employment.
- Accurate and updated records of this file will be stored in the office.

Evaluation: This policy will be reviewed as part of the schools three year cycle review.
This statement was ratified by school council on 17th March 2016