

Working with Children Check NSW Volunteer Declaration

Working with Children Check

Thank you for volunteering at a Catholic Archdiocese of Canberra & Goulburn Education Ltd school. Your assistance is greatly valued and will provide significant support to the students and staff.

In NSW, the [Child Protection \(Working with Children\) Act 2012](#) requires most people who work or volunteer with children in school activities to have a current Working with Children Check (WWCC).

If you have a Working with Children Check, thank you for taking the time to register and for your efforts to keep all children safe.

You are not required to hold a Working with Children check to volunteer for the following reasons. Tick one if it applies to you:

- you are under 18 years old;
- you are a parent or a close relative of a student and are volunteering for activities at their school;
- you have not worked or volunteered with children for more than five days in the last 12 months (**Short Term Exemption**);
- you are registered under a similar law in another State or Territory (for example ACT – Working with Vulnerable People), as long as you do not work or volunteer for more than 30 days in 12 months;
- you are a visiting speaker, performer, assessor or other similar visitor at a school for a one-off occasion in the presence of one or more other adults.

It is your responsibility to make sure you meet the requirements around any of the exemptions listed above, for example that you meet the time limitations for the Short Term Exemption.

To claim an exemption, you must sign a declaration on page 2 confirming you understand your obligations and responsibilities under the legislation.

If you have any questions about whether you meet the requirements, please contact a member of the Leadership Team at the school.

To register as a WWCC volunteer, please go to the Office of the Children's Guardian website and complete the application [Apply for a Working with Children Check | Service NSW](#)

Declaration

I,

(insert full name, address and occupation of person making the declaration)

Declare as follows:

I am aware of the requirements of the [Child Protection \(Working with Children\) Act 2012](#) and the requirement for a person to have WWCC Clearance to engage in a child-related work.

I am aware that engaging in child-related work without WWCC Clearance is an offence punishable by a fine and/or imprisonment.

I am exempt from the requirement to hold a WWCC clearance, for the reason indicated on page 1.

I have not been refused WWCC clearance or had clearance suspended (barred) or cancelled, under the WWC Act in NSW or under a corresponding law in other jurisdictions.

I am not aware of any criminal investigations, convictions, or any other information that may disqualify me from obtaining a WWCC Clearance under the WWC Act or corresponding laws in other jurisdictions.

Signature

Declared at

(School/Place) on

(date)