



Policy Name: Working with Children Suitability Check

PURPOSE:

- As of the 1 January 2008, all schools are required to comply with the Working with Children Act 2005 and ensure that any person unsuitable to be involved in 'child related work' does not do so. It ensure that our school complies with the relevant Acts and laws and we provide an environment that is safe.
- To provide an environment that is safe.

SCOPE:

This policy applies to:

- all people engaged in 'child related work' with our students have current Working With Children checks.

POLICY:

- As of 1 January 2008, all workers or volunteers related in 'child related work' must undergo Working with Children checks prior to commencing work.
- 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, you have direct contact with children under 18yrs of age which is unsupervised and you do not qualify for an exemption.
- All teaching staff members are exempt as they are registered with the Victorian Institute of Teaching and undergo ongoing monitoring that satisfies Working with Children check requirements. Police officers are also exempt.
- The school does not pay for Working with Children checks, which are free to volunteers.
- All people required to have Working with Children checks are issued a Working With Children Check Card.
- School Council will maintain a record of volunteers with up-to-date Working With Children checks by updating the register in line with any changes in staff or volunteers.
- School Council 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.
- The Principal will consider other activities such as incursions on a case-by-case basis.

EVALUATION:

This policy will be updated in June 2018 and reviewed June 2020