



St Kevin's

Working with Children Check Policy

Rationale:

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. The Melbourne Archdiocese further developed guidelines for parishes and schools to implement. In these guidelines, the Archdiocese has opted for blanket coverage of adults working in parishes including school settings with very limited exceptions.

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 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, and 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 registered with the Victorian Institute of Teaching, and undergo ongoing monitoring that satisfies Working with Children Check requirements, and are therefore exempt.
- All other staff, including OSHC staff, are expected to hold a WWCC
- Parents who volunteer in relation to an activity in which his or her child ordinarily participates (eg: classroom reading) is also exempt. If the same parent volunteers in a class or activity that his or her child does not ordinarily participate in, then a check is required,
- St Kevin's does not pay for Working with Children checks, which are free to volunteers.
- St Kevin's will maintain a record of volunteers with up to date WWC Checks.
- St Kevin's 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.
- Individuals are responsible for renewal of their WWCCs every five years

References: <http://www.eduweb.vic.gov.au/hrweb/employcond/res/crimcheck.htm>
Catholic Archdiocese of Melbourne: Working with Children Protocol Implementation guidelines

Evaluation:

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

Reviewed by SDC: July 2018	Reviewed by Staff: July 2018	Ratified by Ed Board: July 2018 (or TBA)	Next review: July 2022
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Catholic Archdiocese of Melbourne: Working with Children Protocol Implementation guidelines