DRAFT - Working With Children and Criminal Records Checks

Rationale
The Working with Children (WWC) Check affects many people in the Victorian community. People who work or volunteer with children, and employers, agencies and volunteer organisations that employ people in child-related work are most affected. This includes people working in schools.

The WWC Check was developed through extensive public consultation, and aims to strike a balance between protecting children, promoting volunteering and safeguarding individual rights. Volunteers add significantly to the human resources available to the school, and are encouraged, supported and recognised.

We are complying with legislation by ensuring that all who are working on behalf of the school, in a voluntary or paid capacity, have a current Working With Children Check from July, 2012. Voluntary work may include support in the classroom or assistance on excursions or camps.

The Working with Children Act 2005 has introduced a Working with Children Check (WWC Check) and minimum suitability standards for certain people who work or volunteer with children.

The Department of Education and Early Childhood Development and school councils will have legislative obligations under the Act with respect to ensuring certain volunteers and employees have applied for, and receive a WWC Check.

The WWC Check has the unique benefit of providing ongoing monitoring for offences. Checks are also valid for five years and are transferable between jobs or volunteer organisations.

Further information on the WWC Check and the Act can be obtained at www.justice.vic.gov.au/workingwithchildren

Implementation

Volunteers
All volunteers will require a WWC before working with Montrose children.

The school will make available application forms for volunteers wishing to apply for a WWC Check.

At the start of each year, this policy will be communicated to the school community through the inclusion in the newsletter and year level information nights.

Volunteers will need to be able to show they have applied for a WWC by presenting their receipt to attend activities prior to receiving the actual WWC card.

The school will keep a register outlining who has obtained a WWC Check so that it will not be necessary to produce it on every occasion.

Volunteers already holding a WWC card will be required to add Montrose Primary School to their registration details. This can be done online at: www.online.justice.vic.gov.au

Staff
All teaching staff are required to be registered with the Victorian Institute of Teaching (VIT) and are therefore exempt from requiring a Working With Children Check as registration requires this check.

All non teaching staff: Educational Support, computer and library technicians, canteen supervisor, gardener and casual employees that work with children will be required to hold a current WWC card.

Contractors
At the School’s discretion from July 2012 all Trades people/Contractors/Consultants employed and/or working at the school may be required to have a WWC Check.

Monitoring of Currency
To be carried out on a termly basis

Responsibility: Principal

Rated at School Council: 15th May 2012  
Due for Review: First Education Committee Meeting 2013

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