



Together we inspire
Mawang ngiyahi marra marra
Together we learn
Mawang ngiyahi yalbilinya
Together we achieve
Mawang ngiyahi banga-duri-nya



Working with Children Check Procedures for Volunteers and Visitors

The Working with Children Check is a screening tool to prevent persons of risk from engaging in child-related work.

Objectives - Procedure statement

1.1 In accordance with the Child Protection (Working with Children) Act 2012, the safety, welfare and well-being of children and, in particular protecting them from child abuse, is the paramount consideration in the operation of this policy and the Working with Children Check Procedures.

1.2 The Working with Children Check is an important part of the recruitment process of the NSW Department of Education recruitment process to prevent people who pose a risk to the safety, welfare and wellbeing of children from being employed or engaged in child-related work.

This procedure applies to people who present to Yeoval Central School in any of the following capacities:

- Employees
- Contractors
- Volunteers and P&C Paid Contractors
- Visitors
- Under 18 Contractors/Duke of Ed volunteers

Any of the listed persons above *will be* required to show identification and complete various appendix documents prior to being permitted entry to Yeoval Central School. Visitors may undergo a full screening process. Records will be kept for seven years.

LINKS

[Department of Education WWCC Procedure](#)

[School's WWCC Quick Reference Guide](#)

[Appendix 5 for volunteers and non-child related contractors](#)

[Appendix 11 for child-related work - specified volunteer/contractor](#)

[WWCC Factsheet for volunteers](#)

Procedures created

March 2020

Endorsed by the Executive, P&C and SRC

Procedures to be reviewed

March 2023