



Appendix 11 – Declaration for child related work – Specified volunteer/child related contractor



This declaration must be completed by:

Volunteers who are

- Working as part of a formal mentoring program (whether or not a parent or close relative at the school at which they are volunteering) or
- Involved in intimate, personal care of children with a disability (whether or not a parent or close relative at the school at which they are volunteering) or
- Not a parent or close relative of a student at the school at which they are volunteering

Contractors who are

- Ordinarily involved in direct contact with children (for e.g. Speech Pathologists, health workers, band tutors, music tutors)

Those workers **listed above** need to provide the school with this completed form, a WWCC clearance and 100 points of ID in order that they can be verified via eCPC. This documentation will be filed in secure storage at the school for 7 years post employment/engagement.

Category of worker:

<input type="checkbox"/>	Specified volunteer
<input type="checkbox"/>	Child related contractor
<input type="checkbox"/>	Duke of Edinburgh Assessor

Surname	First Name	Middle Name
Previous Names/Aliases	Date of Birth	Gender
Employee ID (if known)	Telephone	Mobile Phone
Email Address	Work Phone	
Address 1 (Number, Street Name)		Mobile
Address 2 (Suburb/City)		State Postcode
Suburb/City/Town of Birth	State of Birth (Australia Only)	Country of Birth
Country of Citizenship	DOB	WWCC clearance

Please provide details of the approved documents according to the 100 point proof of ID check (100 point proof of ID is not required for Duke of Edinburgh Assessors)		
Document Name	Issuing Agency	Reference number

I declare that:

1. I have no criminal convictions in the past ten years and am not subject to any pending court proceedings relating to a criminal matter in Australia or overseas.
2. I have no convictions that cannot become spent within the meaning of the *Criminal Records Act 1991* including but not limited to:
 - (i) convictions for which a prison sentence of more than six months has been imposed; or
 - (ii) convictions for sexual offences.
3. In making this declaration, I understand that “conviction” is defined in the *Criminal Records Act 1991* and includes a conviction, whether summary or on indictment, for an offence, and includes a finding or order that an offence has been proved, or that a person is guilty of an offence, without proceeding to a conviction.

I am aware that providing false or misleading information in this document may lead to the following:

- the department withdrawing any offer of engagement that it has made to me; or
- the department terminating my engagement, or taking disciplinary action which may include my dismissal; and
- the department considering any false or misleading information I provide, when considering any future applications by me for engagement.

Signature	Date
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