



Working with Children Checks Amendments Summary

Amendments to the *Working with Children Act 2005* will come into effect on 1 August 2017.

The requirements for a current Working with Children Check (WWC Check) will now be for a person who engages or intends to engage in paid or unpaid work for Firbank Grammar and that usually involves direct contact (physical, face to face, post, written, telephone, oral, email, electronic) with a child.

It is now **irrelevant** whether a person is supervised or not.

Firbank's Policy

Firbank Grammar must:

- Not engage anyone in child related work who does not have a WWC Check card;
- Not allow anyone who has a Negative Notice to undertake child related work, even if they are directly supervised or exempt;

Key Exemptions

All teachers registered with Victorian Institute of Teaching (VIT).

How to apply?

To apply for a WWC Check fill out an online form at www.workingwithchildren.vic.gov.au. Upon completion, an online receipt will be provided. Take the application summary, printed receipt, a passport size photo and proof of identity to an Australian Post outlet.

Firbank's Requirements

Many people in the Firbank community have already provided a copy of their WWC Check to the School. However, with Firbank's commitment to zero tolerance for child abuse, all people engaged at Firbank in child related work will now be required to have a WWC Check.

Please provide a copy of your WWC Check to Firbank Reception or any other relevant staff member at each campus if you are engaged in child related work at Firbank. It is the responsibility of each individual to notify the Victorian Department of Justice within 21 days of any changes to their name, residential address, phone number and details of a new organisation they are starting child related work for. If a WWC Check has been suspended, the individual must stop working with children immediately. It is the responsibility of the individual to lodge a renewal form before the card expires.

For further information refer to Firbank's Working with Children Check Policy [FGS Working with Children Check Policy 2017](#)