

## FREQUENTLY ASKED QUESTIONS—NSW WORKING WITH CHILDREN CHECK

### NSW WORKING WITH CHILDREN CHECK (WWCC)

#### **Q1. Is there a minimum age for being required to complete a WWCC?**

Yes, those who are under 18 years of age in child-related roles are exempt from completing a WWCC.

#### **Q2. Do people visiting our parish from another state need to have a NSW WWCC?**

There are some provisions for exemption for people coming from another state into our parishes.

A person does not need a WWCC if:

- they are visiting your parish from outside of NSW for the purposes of a one-off parish event.
- they are visiting your parish from outside of NSW if the person is the holder of an interstate working with children check in the state in which the person ordinarily resides, or is exempt from the requirement to have such a check in that state, and if the person carries out child-related work in NSW for a total period or periods not exceeding 30 days in any calendar year.
- they are a visiting speaker, adjudicator, performer or other similar visitor to your parish if the work of the person at that place is for a one off occasion and is carried out in the presence of more than one adult.

#### **Q3. When someone from another jurisdiction visits a parish for more than a one off event, but less than 30 days in a calendar year, does a parish need to verify that they have current status in their home state?**

For the individual to be exempt, they will be required to present proof of a current clearance in their home state. At this stage, the NSW Commission for Children and Young People suggests that it is good practice to ensure clearances are current and valid. We are awaiting further advice on whether or not any parish can access the system of other states to check validity of clearance. Once we have further information about other states, we will provide you with the relevant information.

#### **Q4. What will parishes be told if a person who had a previously verified WWCC, becomes barred?**

The Commission for Children and Young People will contact parishes (employers) who have verified a person's Working With Children Check status if the person is subsequently barred or the application is withdrawn.

#### **Q5. How will verification work?**

Verification will be online or through a telephone helpline (if computer access is not available). The worker's or volunteer's surname and Working With Children Check number will be required for a verification. The result will be provided immediately. Verification will show whether the person:

- can work with children – a current Working With Children Check clearance or application
- is barred from working with children – a bar or interim bar.

If there is no record in the Working With Children Check system, the person cannot volunteer in a child-related role.

#### **Q6. How often are parishes required to verify that a registration number is valid?**

Just once. Once the parish has verified an individual, the WWCC system keeps a record of that. So if at any time during the 5 year clearance the individual commits an offence, the Commission will investigate and decided whether or not to revoke the persons clearance. If the Commission decides to bar the person from working with children (revokes clearance) they will contact all the "employers" who have verified that individual.

#### **Q7. Where people are involved in a child-related ministry such as Mainly Music , are they required to complete a WWCC if they prepare and serve food , such as morning tea to parents and children?**

Morning teas and such would not be child-related activity, rather an activity where children are present. If this is the only role people are undertaking, they will not require a check.

#### **Q8. Do people need a WWCC where people are occasional helpers in a homework club or breakfast club - mainly same group of children?**

Yes, they will need to have a WWCC check

#### **Q9. Once a person has a WWCC, are they allowed to start in a role if their number has not been verified?**

Under the new legislation, a person is allowed to commence child-related once they have a current application. This means that they have filled out the online form and presented it to a motor registry to have their identity confirmed. A parish can verify an application number online the same way you verify a WWCC number, and as long as the response says "current application" they may commence their ministry role. If the person has only filled in the online form but NOT presented to a motor registry to confirm their identity, if you verify their application number it will say "not found" and that person is not permitted to work with children.

#### **Q10. What if I only help out once or twice a term, when they need an extra person around?**

The legislation is designed to require checks on people who have regular contact with the same group of children but some exemptions do apply. If you help out only once or twice a term in a ministry that operates regularly, then you would not need to complete the WWCC check. If you are a helper regularly (*at least once a month*) or are involved in an infrequent ministry that goes for more than 5 days in a calendar year, then you will need to complete the WWCC check. We want to focus on safe ministry practice and the exemption is designed to allow people to fill in occasionally to allow regular ministries to operate.

If you have any questions, please contact Celia Irving at the Safe Communities Unit at [celia.irving@anglicancg.org.au](mailto:celia.irving@anglicancg.org.au)