

# **WORKING WITH CHILDREN CHECKS 2016**

The Working with Children Check gives a unique number to a person who has been cleared to work with children.

This check lasts for five (5) years and is continuously monitored.

The following **MUST** have a Working with Children Check completed before coaching/managing/interacting with minors at your Club:

- Any adult who is involved in coaching or managing a team that does NOT include a close relative.
- Paid Club employees.

The following do **NOT** need a WWC check:

- Parents and close relatives (eg siblings, step-parent, uncle etc) who are coaching or managing a team that includes their child/relative.
- Canteen /sausage sizzle volunteers etc who do not have close continuous contact with minors.
- Spectators at Junior sport.
- Volunteers who participate on Committees, help with ground set up etc who do not have close continuous contact with minors.
- Guest coaches.

## **CLUB REQUIREMENTS**

- Register the Club on line as an employer in child related work: [www.kidsguardian.nsw.gov.au/check](http://www.kidsguardian.nsw.gov.au/check)
- By registering your Club you can verify persons on line and also be informed that a WWC clearance has been changed.
- Keep a record of all persons who require a WWC check. This record can be electronic or on paper. It must show full name, date of birth, WWC number, start date, verification date, expiry date and whether the role is paid or volunteer.

## **How to get a Working with Children Check**

- Apply on line at [www.kidsguardian.nsw.gov.au/check](http://www.kidsguardian.nsw.gov.au/check)
- No cost for volunteers, \$80 for paid workers.