



Gold Coast Family Support Group In

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Programs...

Orana

Weekends Away

Child Care Access
& Equity

Family Resource

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Service

In-Home Respite
Care

Hotline

Mental Health

Past School Options

Fasttrack Volunteer
Agency

Institutional Services

Project 300

30/11/98

ATTENTION ALL SUPPORT WORKERS:

In line with the current staff training on policies and philosophies of the Gold Coast Family Support Group, a number of policy documents have been reviewed.

Update of policy regarding Police Checks.

Please note: it is important that you read this information carefully, as compliance with this information will affect your continuing employment.

To date, support workers have always been asked permission, upon initially ~~SIGNING~~ a work application form, to have a police check conducted on their background.

The following is new policy:

All new support staff will be requested to obtain a police certificate at their local police station, prior to any agreement of employment being signed. Details of this process are attached and should be followed accordingly.

As we are making this request of new staff, we feel it is therefore a necessity that we ask all current staff to do likewise. Current support staff will be reimbursed by FSG on presentation of a receipt, whilst new staff will receive reimbursement, upon completing their probationary period.

To ensure this process is completed at the earliest date, we are requesting all current support staff to give their certificates to their immediate coordinator by 22nd January 1999.

Thanking you for giving this your immediate attention

Yours sincerely

Dorothy Williams

Dorothy Williams
Manager
Gold Coast Family Support Group

*When I raised with D Williams
early in my employment 1993
why don't GCFSG do Police checks
D Williams replied it is a waste
of time and money. Other staff
had also raised this issue
with her.*