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## Working With Children Checks

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### Northern Territory

#### Legislation

##### What are the screening requirements for sporting organisations?

Since 1 July 2011, it is mandatory for people who have contact or potential contact with children in [certain specified areas of employment](#) to hold a Working with Children Clearance Notice.

The screening process has been established under the Northern Territory's *Care and Protection of Children Act* and is conducted by SAFE NT, a unit of the Northern Territory Police.

##### What does the screening assess?

The Working with Children Clearance screening is a criminal and employment record check that ensures there is nothing in the candidate's history which may constitute a serious risk of harm to children. It involves three elements.

##### 1. A National Police Records Check

The check may reveal criminal history information held by Police across all States and Territories. Broadly, the criminal offences of most significance for a Working with Children Clearance are:

- Sexual offences involving children
- Violent offences involving children
- Drug-related offences involving children.

##### 2. Employment History

An assessment of references and/or disciplinary proceedings instigated as a result of malpractice or inappropriate workplace behaviors.

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### 3. Other material

Some candidates who apply for a Working with Children Clearance will have a criminal history. This does not automatically mean they will be disqualified from obtaining a Clearance. The Screening Authority will assess a number of factors such as the person's good behaviour, contribution to community events, rehabilitation or treatment programs completed.

Personal, community and employment references can be submitted in support of an application.

#### Who must hold a Clearance Notice?

Any person over the age of 15 years already working in, or who wants to work or volunteer in, "child-related" work must hold a Clearance Notice. Any person whose employer or volunteer organisation requires them to work with children as part of their employment or volunteering role must hold a Clearance Notice.

#### Who is exempt?

There are a [few limited circumstances](#) where a person may be exempt from having to apply for a Clearance Notice, such as where the person provides babysitting or child minding in a private capacity to family or friends.

#### Are there penalties for not having a Working with Children Clearance Notice?

Yes. A penalty of up to \$65,000 can be issued to an individual if they are found to be in breach of the law. It is the responsibility of the person who wants to work or volunteer with children to apply for the Clearance Notice and ensure that it remains valid.

## Action

#### How can I get a Working with Children Clearance?

SAFE NT, a unit of the Northern Territory Police, is responsible for coordinating the screening process. Application forms are available from the [Working with Children website](#), Northern Territory Police Stations and Territory Business Centres.

All employees or volunteers who need to apply for a Working with Children Clearance must complete a 100 Point Identification check. Original or certified copies of identifying documents to the value of 100 points are required.

If you are submitting the form externally, a passport quality photo must be supplied and signed by a [qualified person](#).

#### How do I know that I have passed the Working with Children screening?

People who pass the screening process will be sent a Working with Children Clearance Notice and an Ochre Card. Your Ochre Card can be used to prove you have a current Working with Children Clearance.

#### What happens if someone does not pass the screening?

SAFE NT will advise the person that they will not have a Clearance Notice issued and will not be able to work in child-related employment.

*Working with children checks – Northern Territory*

If they do not agree with the decision, they can ask for it to be reviewed in the Local Court of the Northern Territory. Applications must be lodged with the Local Court within 28 working days of receiving the decision from the Screening Authority.

**How much will it cost?**

The cost of a Working with Children Clearance (including the Ochre Card) is \$50.00 for employees and \$5.00 for volunteers.

**How long is the Working with Children Clearance valid for?**

A Working with Children Clearance is valid for two years from the date of issue (unless revoked). If a person wishes to continue to work or volunteer with children after this time they will need to apply again.

**What if I have a volunteer card and then start paid employment?**

If a person who holds an Ochre Card marked with a 'V' for Volunteer enters paid child-related employment, their card remains valid until expiry.

If that person continues in child-related employment, they must then pay \$50.00 for renewal of their Working with Children Clearance and will then be issued with an Ochre Card marked with an 'E' for Employment.

**Resources****Where can I get further information or resources?**

- [Northern Territory Government – Working with Children](#)

