



Working with Children Check WWC

The Working with Children (WWC) Check helps to protect children from sexual or physical harm by checking a person's criminal history for serious sexual, violence or drug offences and findings from professional disciplinary bodies. The WWC Check is a mandatory minimum checking standard across Victoria and is required of all employees and volunteers who have direct contact with children.

The WWC Check is valid for five years and is transferable between employers or volunteer organisations. Holders of a WWC Check are required to notify the Department of Justice when they transfer from one employer or volunteer organisation to another or where any relevant details such as name or address details change.

All staff and volunteers at the RCH are required to have a current valid WWC Check. Paid employees at the RCH must obtain an employee WWC Check. A volunteer WWC Check cannot be used for the purposes of employment with the RCH. RCH Volunteers are able to use a volunteer WWC Check.

The WWC Check is unique because it is monitored on an ongoing basis. This means that the holder of a WWC Check will continue to be checked for any new relevant offences or findings from professional disciplinary bodies. New charges, convictions or findings relevant to your WWC check will instigate a re-assessment of your WWC Check eligibility.

Anyone who does not pass the WWC Check will be issued with a Negative Notice. This means that this person cannot continue to work at RCH, either in paid employment or as a volunteer.

Once an application has been submitted an Application Receipt Number is issued. The employee or volunteer can commence working while the application is being assessed.

It is the employee's responsibility to renew their WWC Check every 5 years. To apply for a WWC, please visit your nearest participating Australia Post outlet who will provide you with the necessary form. [Further information may be obtained on the Department of Justice website.](#)

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