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This is attachment " L " to the statement of

AT

From: "Tant, Rodney" [redacted]
 Subject: FW: UWS Child Protection Information related to Practicum
 Date: 6 September 2013 10:36:20 AM AEST
 To: AT
 3 Attachments, 566 KB

Dear AT (CC to Shayne Lines)

Below is the UWS response to my request to clarify my question about screening that we discussed - see at the bottom. My understanding from the response below is that the existing requirements are similar to our volunteer workers (eg reading helpers or Athletics Carnival helpers) where a declaration is signed, indicating that there are no criminal convictions and where the volunteer is supervised (or as we say "in line of sight") of teaching staff. The declaration form clearly states that it is a criminal offence to sign when there are convictions. I'm interested to see that this requirement is in the process of being upgraded to a full screening by 2016. I'd imagine that students who are nearing the end of their training, and who are allowed to teach without direct teacher supervision, would be the priority for screening.

I will be speaking with Shayne Lines to advise her that in future, we will not accept any student teacher who is able to teach with out supervision, unless they have been screened. I will also re-emphasise to staff that newer student teachers (ie those who must be supervised) must be supervised at all times - in accordance with UWS & DEC guidelines.

Cheers

Rodney Tant

Principal, Laguna St PS
 204 Carlingbah Rd CARLINGBAH
 Ph: [redacted] Fax: [redacted]

From: Laura Haseldine [redacted]
 Sent: Thursday, 5 September 2013 4:52 PM
 To: Tant, Rodney
 Subject: FW: UWS Child Protection Information related to Practicum

From: Laura Haseldine
 Sent: Thursday, 5 September 2013 4:51 PM
 To: [redacted]
 Cc: James O'Kelly; Shane Wharton; Sophie Buck; Katrina White
 Subject: FW: UWS Child Protection Information related to Practicum
 Importance: High

Good afternoon Rodney,

James has asked me to clarify the current process for obtaining Working with Children Checks for students.

The current process for students complying with Working with Children requirements is that they sign a self declaration (see attached for UWS form). This self declaration is saved to the student record management database at UWS. Current laws do not require UWS to undertake any further screening or verification.

Legislation has recently been introduced to change this procedure with a phased in schedule of compliance by work sector (see attached). The earliest compliance deadline for teaching students to obtain the new check is 31/12/2016. This new check will be verified with the Office of the Children's Guardian database which is connected to Crim Trac and will identify people with previous child related offences in NSW/ACT. UWS are currently working on this project to be ready for the implementation of this new process.

If you have any further queries regarding this matter please contact me directly.

Kind Regards

Laura Haseldine

Client Services Coordinator

Admissions | Enrolments | Student Finance (operating hours 9am-5pm, Monday to Friday)

Academic Registrar's Office | University of Western Sydney

Building I, Penrith (Kingswood) Campus, Locked Bag 1797, Penrith NSW 2751

Ph: [redacted]

Email: [redacted]

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From: Tant, Rodney [mailto:[redacted]]
 Sent: Thursday, 5 September 2013 11:31 AM
 To: James O'Kelly
 Subject: RE: UWS Child Protection Information related to Practicum

Daer James

Could you please clarify a point for me.

The information below says that student teachers are required to sign a **Working With Children Check Declaration**. Does this means that this automatically leads to screening with the Police? For example, DEC requires new employees to sign a "Prohibited Declaraion Form" (which doesn't initiate screening) and a "Consent to Employment Screening" which does initiate screening.

Cheers

Rodney Tant

Principal, Laguna St PS
 204 Carlingbah Rd CARLINGBAH
 Ph: [redacted] Fax: [redacted]

From: James O'Kelly [redacted]
 Sent: Wednesday, 4 September 2013 1:08 PM
 To: Tant, Rodney
 Cc: Shane Wharton
 Subject: UWS Child Protection Information related to Practicum

Hi Rodney,

Many thanks for your request for information regarding our pre practicum Child Protection Procedures.

Please be advised all of our pre-service teachers are required to complete Special Course Requirements directly related to Child Protection prior to undertaking their practicums.

It is mandatory for our pre-service teachers to attend a strictly regulated compulsory three hour Child Protection Training workshop and also complete a Working with Children Check Student Declaration.

These requirements are documented in our PRIMARY PROTOCOL document which forms part of the Practicum documentation provided to each school who support our pre-service teachers. In specific response to your questions please be advised of the following:

1. Please find attached (eHandbook)our Primary Protocol document containing our Child Protection policy position and protocols. (Please refer to pages 28 and 36 as indicated in the page footers of the EHandbook) - I have made an extract of the relevant section below for your information.
2. All of our pre-service teachers are required to complete Child Protection Training and a Working with Children Check- Student Declaration prior to undertaking their practicum.
3. All of our pre-service teachers have been advised to complete the new online Working With Children Check.

I trust this satisfies your information request, however should you require any further information, please do not hesitate to let me know.

eHandbook extracts

Child Protection

The School of Education has developed a Child Protection Protocol for all preservice teachers, as well as casual and permanent staff. This protocol includes the signing of a **Working With Children Check Declaration** and includes a child protection training session. All participants in professional experience must act in accordance with the protocol, and follow mandatory reporting procedures as detailed below. Preservice teachers who do not complete UWS Child Protection training will not be permitted to undertake professional experience.

Mandatory Reporting

Preservice teachers are deemed to be employed while on professional placement and as such are deemed mandatory reporters in matters of child protection under the Children and Young Persons (Care and Protection) Act 1998.

Under this legislation, preservice teachers should follow the reporting procedures as outlined in their child protection training. These will differ according to the placement context. In NSW Department of Education and Communities (DEC) schools DEC procedures should be followed. In other settings, preservice teachers should familiarise themselves with the agency's child protection procedures and follow these or notify the DOCS Helpline (13211)

Component	Details	Responsibility of
Working With Children Check	<p>In New South Wales new legislation pertaining to a Working With Children Check came into effect from 15th June 2013. A Working With Children Check is a prerequisite for anyone in child-related work. It involves a national criminal history check and review of findings of workplace misconduct. It relates to both paid employees and volunteers/students.(see http://www.kids.nsw.gov.au/Working-with-children/New-Working-with-Children-Check)</p> <p>The result of a Working With Children Check is either a clearance to work with children for five years, or a bar against working with children. Cleared applicants are subject to ongoing monitoring, and any relevant new records which appear against a cleared applicant's name may lead to the clearance being revoked.</p> <p>For students working in the field of education legislation provides for the clearance to be obtained by 2017 however, some employers (schools/early childhood centres) may require students to provide their clearance prior to this date. There is no charge for students applying for the check.</p>	<ul style="list-style-type: none"> o Registrar's Office– Special Requirements (Enrolments) o Checks carried out by School of Education Administration Staff
Child Protection Training Workshops (CPW)	<p>Every preservice teacher must attend a 3 hour workshop before undertaking any professional experience (PE). A new workshop must be undertaken if a preservice teacher changes course.</p> <p>Workshops and assessment are common across programs and settings and cover information needed for working in both DEC settings and DOC centres.</p> <p>Preservice teachers will not be placed for professional experience if they have not attended workshop in their <u>current</u> degree</p>	<ul style="list-style-type: none"> o Preservice Teacher to attend workshop and ensure they are current o Organised and run by School of Education Academic Child Protection Officer. Delivered by Department of Education and Communities. o Checks carried out by School of Education Administrative Staff o Date of attendance placed on Student Record by Registrar's Office

Regards

Jim O'Kelly
Professional Experience Manager
School of Education
University of Western Sydney
PH [REDACTED]

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the working with children check **FACT SHEET 2: Phase in schedule for existing workers**
September 2013

Already working with children? You will be phased in between now and 2017. Find your industry sector on the chart below.
Volunteering? You will also be phased in. Find your industry sector on the chart below.
Self-employed? Apply when your Certificate for Self-Employed People (CSEP) expires, or apply now if you do not have a CSEP.
Starting a new job? Apply before you start work.

Not sure which sector you belong to? See the **FACT SHEET: Which sector do I belong to?** available from www.newcheck.kids.nsw.gov.au

INDUSTRY SECTORS

- Child protection
- Disability services
- Justice services
- Religious services (work as a minister, priest, rabbi, mufti or other like religious leader or spiritual officer of the organisation)
- Youth workers
- Authorised carers*
- Adults who reside in the home of an authorised carer or family day care service provider or home-based education and care service provider
- Child development and family welfare services
- Religious services (work in roles including youth groups, youth camps, teaching children and child care)
- Residential services
- Transport services for children
- Clubs or other bodies providing services to children (including sporting bodies)
- Entertainment for children
- Assessment of reportable matters (assessment officer)
- Principal Officer of a designated agency
- Principal Officer of an accredited adoption service provider
- Children's health services (Local Health Districts)
 - Central Coast LHD
 - Hunter New England LHD
 - Illawarra Shoalhaven LHD
 - M2S North Coast LHD
 - Northern NSW LHD
 - South Eastern LHD
- Children's health services (All remaining local Health Districts not already phased in)
 - The Sydney Children's Hospital Network (Randwick and Victoria St)
 - Justice Health and Forensic Mental Health Network
 - Ambulance Service of NSW
 - Children's Health - remaining services
 - Early education and child care
 - Education - all remaining services
 - Education and care service - approved provider, manager or certified supervisor

APPLY BETWEEN 15 Jun - 31 Dec 2013	APPLY BETWEEN 1 Jan - 31 Dec 2014	APPLY BETWEEN 1 Jan - 31 Dec 2015	APPLY BETWEEN 1 Jan - 31 Dec 2016	APPLY BETWEEN 1 Jan - 31 Dec 2017
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(This section and subsequent sections of this document are subject to change without notice)

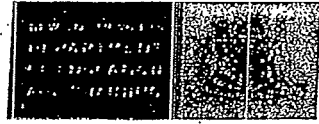
The purpose of this document is to provide information to the public regarding the process of applying for a Working With Children Check (WWCC) in New South Wales. This document is intended to provide information to the public regarding the process of applying for a WWCC in New South Wales. It is not intended to provide legal advice. For more information, please contact the Office of the Children's Guardian.

 Working with...J.pdf (142 KB)



For more information
 Working With Children Check (02) 9288 7276
 email NewCheck@ocg.nsw.gov.au or visit www.ocg.nsw.gov.au
 133 677 or 1300 555 727 131 450

Prohibited employment declaration



Child Protection (Prohibited Employment) Act 1998

The Child Protection (Prohibited Employment) Act 1998 makes it an offence for a person convicted of a serious sex offence (a prohibited person) or a Registrable Person under the Child Protection (Offenders Registration) Act 2000 to apply for, undertake or remain in, child-related employment. It does not apply if an order from the Industrial Relations Commission or the Administrative Decisions Tribunal, declares that the Act does not apply to a particular person.

Section 5 of the Child Protection (Prohibited Employment) Act 1998 defines a serious sex offence as an offence involving sexual activity or acts of indecency that was committed in NSW and that was punishable by penal servitude or imprisonment of 12 months or more even if the sentence was not served, or, an offence involving sexual activity or acts of indecency that was committed elsewhere and that would have been an offence punishable by penal servitude or imprisonment for 12 months or more if it had been committed in NSW.

Child-related employment means any employment that primarily involves direct contact with children where that contact is not directly supervised. Section 1 of the Child Protection (Prohibited Employment) Act 1998 specifies that child-related employment is employment:

- Involving the provision of child protection services
- in pre-schools, kindergartens and child care centres (including residential child care centres)
- in schools or other educational institutions (not including universities)
- in detention centres (within the meaning of the Child (Detention Centres) Act 1987)
- in refuges used by children
- in wards of public or private hospitals in which children are patients
- in clubs, associations or movements (including of a cultural, recreational or sporting nature) having a significant child membership
- in any religious organisation
- in any entertainment venues where the clientele is primarily children
- as a babysitter or childminder that is arranged by a commercial agency
- involving fostering or other child care
- involving regular provision of taxi services for the transport of children with a disability
- involving the private tuition of children
- involving the direct provision of health services
- involving the provision of counselling or other support services for children
- on school buses
- at overnight camps for children.

Under this Act:

- It is an offence for a prohibited person to apply for, undertake or remain in child-related employment
- employers must ask existing employees, both paid and unpaid, and preferred applicants for employment to declare whether they are a prohibited person or not
- all child-related employees must inform their employers if they are a 'prohibited person' or remove themselves from child-related employment. A prohibited person is someone who has been convicted of a serious sexual offence or, who has had a finding for a charge of serious sexual offence proven in court, even if a conviction was not recorded.
- penalties are imposed for non compliance.

I am aware that I am ineligible to apply for, undertake or remain in, child-related employment if I have been convicted of a "serious sex offence" as defined in the Child Protection (Prohibited Employment) Act 1998 or if I am a "Registrable Person" under the Child Protection (Offenders Registration) Act 2000. I have read and understood the above information in relation to the Child Protection (Prohibited Employment) Act 1998 and understand my responsibilities and obligations under this Act.

I declare that I am not a person prohibited by the Act from seeking, undertaking, or remaining in child-related employment.

Name <small>(Block letters)</small>	Signature
Workplace	<small>Name of school, district office, institute, division, state office directorate or AMES</small>
Serial no.	Date

Laguna St Public School

Note: Seek Independent legal advice if you are unsure of your status as a prohibited person. This form should be returned to the selection panel convener / principal / manager of the workplace as appropriate.