

Checks for parent volunteers in schools

We are grateful for and value our parent volunteers – here's how you can help keep our children safe when doing unpaid work at your child's school.

Before you volunteer at your child's school, you need to **complete a Parent and child volunteer declaration form**. You will be asked to complete the form annually if you want to continue volunteering.



**You are
volunteering**

When you:

- help out in a classroom or attend a day excursion
- present an award or speak at an assembly
- are on canteen duty or helping in the uniform shop
- assist at a sports carnival
- conduct P&C duties.



**You are not
volunteering**

When you:

- pick up and drop off your child
- watch an event, like an assembly or sports carnival
- attend a parent and teacher interview
- visit the uniform shop.



**You cannot
volunteer**

When you:

- have a current Interim Negative Notice or Negative Notice
- have submitted the form and are issued an Interim Negative Notice or Negative Notice – you must alert the principal.

In addition to the declaration form, you need a Working with Children (WWC) Check



**You need a
WWC Check**

When you:

- volunteer for an overnight camp
- billet students in your home
- provide one-on-one mentoring to a student.

A current WWC Check is required by all other family members and friends (over 18 years of age) who want to volunteer.

If you are not sure if you need a WWC Check or to complete the Parent and child volunteer declaration form, please speak with the school office staff.

Checks for child volunteers in schools

We are grateful for and value our volunteers – here's how you can help keep kids safe when you're doing unpaid work at a school.

Before you volunteer at a school, we will ask you to **complete a Parent and child volunteer declaration form**. You will be asked to complete the form annually if you want to continue volunteering. Child volunteers are volunteers under 18 years of age.



**You are
volunteering**

When you:

- complete an unpaid practicum or work placement as part of your educational or vocational course of study
- coach or umpire sports
- mentor students
- help out in a classroom.



**You are not
volunteering**

When you:

- are enrolled at a school and doing unpaid child-related work with other children at the same school
- watch an event, like an assembly or sports carnival.



**You cannot
volunteer**

When you:

- have a current Interim Negative Notice or Negative Notice.
- have submitted the form and are issued an Interim Negative Notice or Negative Notice – you must alert the principal.

In addition to the declaration form, you need a Working with Children (WWC) Check



**You need a
WWC Check**

When you:

- do any paid child-related work at a school
- volunteer after you turn 18 years of age.

If you are not sure if you need a WWC Check or to complete the Parent and child volunteer declaration form, please speak with the school office staff.