

NSW Working with Children's Check

- Workers in 'child related work' must have a valid WWCC (renewed every five years) in accordance with the requirements of the (NSW) *Child Protection (Working With Children) Act 2012* and *Child Protection (Working with Children) Regulation 2013*.

Child Related Work

Definition of Child Related Work

- Further information about the WWCC is available from the website of the Children's Guardian at
- www.kids.nsw.gov.au.

Recruitment requirements for child related work

People seeking to be employed or engaged in NSW Health in child related work are required to have the following two criminal record checks as part of the recruitment process:

- 1. A valid WWCC number from the Children's Guardian:
- A WWCC number should be validated as a WWCC clearance before the person commences in NSW Health, and 2. A satisfactory National Police Check certificate (NCRC)
- For all direct NSW Health engagements, the applicant (whether an existing worker or not) is required to complete a NCRC consent form and provide 100 points of identification as required in the 100 Point Identification Checklist; and the applicant should also complete a NSW Health Criminal History Declaration

Obtaining a Working with Children Check

- WWCCs are only available from the Children's Guardian. Individuals wishing to be engaged in child related work are responsible for obtaining and paying for their WWCC number from the Children's Guardian. www.kids.nsw.gov.au.
- NSW Health agencies may not apply for or pay for WWCCs on behalf of individuals.
- The individual requiring a WWCC clearance must apply to the Children's Guardian for a **volunteer clearance** which will only allow them to be engaged in unpaid child related work.
- Applicants are required to apply on line for a WWCC number, which then must be activated in person, with identification at a NSW Motor Registry Office or a NSW Council Agency that provides Road and Maritime Services (for the full list, refer to the NSW Guardian's "Fact Sheet: How to apply" available at <http://www.kids.nsw.gov.au/Working-withchildren/New-Working-With-Children-Check/Publications-and-resources>.)
- Information for applicants about obtaining the WWCC is available from <http://kids.nsw.gov.au/kids/working/newcheck>.

Overseas and Interstate applicants

WWCC application numbers are only available from NSW Motor Registry Offices or NSW Council Agencies that provide Roads and Maritimes Services located in New South Wales.

Overseas and interstate applicants, including those appointed through locum or nursing and midwifery agencies, may be unable to obtain a WWCC application number until after they have commenced work in a NSW Health agency but this must be within 5 days of commencing placement.