



School No: 2068 Established 1878

9.3 Compliance with WWCC Legislation



Help for non-English speakers

If you need help to understand the information in this policy please contact 03 5996 1744.

The Working with Children Check (WWCC) helps protect children from physical and sexual harm. The scheme aims to prevent those who pose a risk to children from working or volunteering with them. Cranbourne Primary School OSHC service acknowledges the legislative requirement that all employees working or volunteering in the service are required by legislation to have a current WWCC.

Procedures

Cranbourne Primary OSHC shall request that all staff provide a copy of their WWCC prior to commencing employment or evidence that an application for a WWCC has been made.

A register of all staff, containing information relating to their WWCC, card id and expiry date will be maintained. Copies of WWCC will be held with the register. The Co-ordinator will regularly review the register and ensure that all cards are current and that any approaching expiry will be brought to the employees attention.

All staff are required to have their WWCC in their possession at all times when working with children.

Relevant Law and Regulations

National Regulations 157, 168 Quality Area 4, Element 4.1.1 Quality Area 7, Element 7.1.1

Relevant Policies

Employment of Staff

Review Information

Policy last reviewed	Sep 2022
Approved by	School Council
Next scheduled review date	Sep 2025

