



The New Working With Children Check: how does it affect the school canteen?

The **New Working With Children check** (also called the **New Check**) is designed to protect children from adults who work with them.

The **New Check** commenced in June 2013 and applies to some people who work in the school canteen.

Healthy Kids Association has been advised by the Office of the Children's Guardian that paid canteen managers will need to get the New Check.

Parents doing volunteer work in the canteen at the school their child attends are exempt per Clause 20 of the Child Protection (Working with Children) Regulation 2013.

For more details, visit www.newcheck.kids.nsw.gov.au and see Who needs the Check?

What is the New Check?

The **New Check** involves a national police check and review of findings of misconduct involving children, and the result is either a clearance to work with children for five years, or a bar against working with children. If the outcome is a clearance, the **Check** can be used for any child-related work (paid or voluntary) in NSW.

The main changes to the working with children check are:

- The **New Check** lasts for five years, is portable and renewable.
- The outcome of the check is either bar or clearance, so it makes it easy for employers to recruit safely.
- The individual applies for his or her own **Check**.
- Cleared applicants will be monitored during the 5 years for any new NSW criminal and disciplinary records.

When to apply

If you are starting a new job as canteen staff, you must apply for the **New Check** before you start. The New Check system will be used for any checks applied for from now on.

If you are an existing worker the **New Check** will be phased in over the next five years, according to your industry sector. The high school education sector will be phased in from 1st January 2016, primary schools from 1st January 2017.

See FACT SHEET: Phase in schedule, available from the fact sheets and resources page of www.newcheck.kids.nsw.gov.au.

Cost

\$80 fee for a five-year clearance.

How to apply

Application is a simple, two-step process:

Step 1. Fill in an online application form at www.newcheck.kids.nsw.gov.au. If you do not have access to the internet, you can call (02) 9286 7276 for assistance. If you need help filling in the online application form, there is a video tutorial on How to apply, available on the website. Go to www.newcheck.kids.nsw.gov.au and under 'Seminars and events', select 'Online tutorials.'

Step 2. Take your online application number (from step one) to a NSW motor registry or NSW Council Agency to present proof of your identity.

Once your application has been processed, you will receive the outcome by email (or post if you do not have an email address). Allow up to **four weeks** to receive the results.

Results of a Check

There are only two outcomes of a Working With Children Check – a clearance or a bar. If the outcome is a clearance, your Check will be valid for five years for any child-related work in NSW.

Cleared applicants will be subject to ongoing monitoring and relevant new records may lead to a bar against working with children.

Where to go for more information?

The NEW Working with Children website has lots of information and resources.

<http://www.kids.nsw.gov.au/Working-with-children/New-Working-with-Children-Check>

The Children's Guardian is holding free information sessions on the **New Check**. To register, please go to <http://www.kids.nsw.gov.au/Seminars-and-events/Working-with-Children-Check-Information-Sessions/Working-with-Children-Check>.