

# APPLICANT DECLARATION AND CONSENT

(page 1)

**All fields must be completed. Please use block letters.**

Family name: \_\_\_\_\_

First name: \_\_\_\_\_ Other given name(s): \_\_\_\_\_

Previous names/aliases: Family name: \_\_\_\_\_

First name: \_\_\_\_\_ Other given name(s): \_\_\_\_\_

Date of birth: DD/MM/YYYY Gender: (Please tick)  Male  Female

Place of birth: Town: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

Residential Address: Street: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**If you used one of these documents to verify your identity, please fill in these details:**

Driver's licence: Issuing Agency \_\_\_\_\_ Number \_\_\_\_\_

Firearms licence: Issuing Agency \_\_\_\_\_ Number \_\_\_\_\_

Passport: Type \_\_\_\_\_ Issuing Country \_\_\_\_\_ Number \_\_\_\_\_

Title of child-related\* position applied for (specify its child-related nature eg 'child care assistant', not 'assistant'):

\_\_\_\_\_

**Type of position (Please tick):**

- paid employee
- contractor
- volunteer providing intimate personal care to disabled children
- volunteer providing mentoring to disadvantaged children
- minister, priest, rabbi, mufti or other like religious leader or spiritual officer of a religion or other member of a religious organisation
- licensee for prescribed children's services
- authorised carer
- family day carer or home based carer

**It is an offence for a prohibited person to apply for, attempt to obtain, undertake or remain in child-related employment, or to sign this declaration.**

A prohibited person is a person who is convicted of the following (whether in NSW or elsewhere):

- murder of a child
- serious sex offence, including carnal knowledge
- child-related personal violence offence (an offence committed by an adult involving intentionally wounding or causing grievous bodily harm to a child)
- indecency offences punishable by imprisonment of 12 months or more
- kidnapping (unless the offender is or has been the child's parent or carer)
- offences connected with child prostitution
- possession, distribution or publication of child pornography; or
- attempt, conspiracy or incitement to commit the above offences.

A prohibited person includes a Registrable person under the [Child Protection \(Offenders Registration\) Act 2000](#).

**A conviction includes a finding that the charge for an offence is proven, or that a person is guilty of an offence, even though the court does not proceed to a conviction.**

**Details of these offences can be found online at <http://kids.nsw.gov.au> [Guidelines/FactSheet 1]**



## APPLICANT DECLARATION AND CONSENT (PAGE 2)

### DECLARATION

I am the applicant named in this form. All information in this form, and identification documents provided for this application, are true and correct. I understand that if I have provided false or misleading information it may result in a decision not to employ me, or, if already employed, may lead to my dismissal.

I have not omitted any names or aliases that I use or used in the past.

I have read and understood the contents of this form and the relevant information in the Working With Children Guidelines. I declare that I am not a prohibited person under the *Commission for Children and Young People Act 1998* and I understand that it is an offence for a prohibited person to seek child-related employment.

I am aware that if considered for child-related employment, several checks will be undertaken to ascertain my suitability, including:

**1. National criminal record check for charges and/or convictions (including spent convictions) for:**

any sexual offence (including but not limited to, sexual assault, acts of indecency, child pornography, child prostitution and carnal knowledge);

any child-related personal violence offence;

any assault, ill treatment or neglect of, or psychological harm to a child and any registrable offence; punishable by imprisonment for 12 months or more.

I understand that this check includes convictions or charges that:

may have not been heard or finalised by a court; or

are proven but have not led to a conviction; or

have been dismissed, withdrawn or discharged by a court.

**2. Check for relevant Apprehended Violence Orders taken out by a police officer or other public official for the protection of a child or children; and**

**3. Check for relevant employment proceedings notified to the Commission for Children and Young People under the *Commission for Children and Young People Act 1998*.**

### CONSENT

I consent to these checks being conducted and consent to the Commission for Children and Young People or an Approved Screening Agency obtaining any relevant record identified by these checks and any additional information relating to that record from sources such as courts, police, prosecutors and past employers to enable a full and informed **estimate of risk**. I consent to these sources disclosing information relating to that record to the Commission for Children and Young People or Approved Screening Agency.

**I acknowledge that:**

the information obtained during the Working With Children check, including this consent, may be collected and used by and/or disclosed to the Commission for Children and Young People or an Approved Screening Agency for the purposes of the Working With Children Check;

the Commission for Children and Young People and Approved Screening Agencies may share the information obtained during the Working With Children check for the purposes of the Working With Children Check;

the outcome of an estimate of risk will be provided to my prospective employer or their employer-related body;

my relevant records will not be released to my current or prospective employers;

any information obtained as part of this process may be used by Australian Police Services for law enforcement purposes, including the investigation of any outstanding criminal offences; and

the information provided may be referred to the Commission for Children and Young People and/or to NSW Police for law enforcement purposes and for monitoring and auditing compliance with the procedures and standards for the Working With Children Check in accordance with Section 36 (1)(f) of the *Commission for Children and Young People Act 1998*.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: This form is to be kept by the employer.**