

## Consent to employment screening

This form is to be completed by persons whose names are to be submitted for employment screening as part of the *Working with Children Check*.

**Employers are required to sight applicant's original identifying documents.**



### Personal details

<b>SURNAME</b> Block letters	<b>Title (Mr, Mrs, Ms):</b>		
<b>First name</b>	<b>Middle name</b>		
<b>Previous names/aliases or maiden names</b>	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<b>Driver's licence no.</b>
<b>Date of birth</b>	<b>Place of birth</b> (City, State and Country)		<b>Tel:</b>
<b>Address</b>	<b>Suburb</b>	<b>State</b>	<b>Postcode</b>
<b>Position applied for</b>	<b>Location of position</b>		

### Consent to screening

I certify that the above information is accurate and 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 am aware that if I am considered for child-related employment several checks will be undertaken to ascertain my suitability, including:

- a national criminal records check for all convictions vetted in accordance with the *Criminal Records Act 1991* or, if a Commonwealth offence, the *Commonwealth Crimes Act 1914*.
  - For the purpose of employment in certain occupations such as a teacher or teachers aide, section 15 of the *Criminal Records Act 1991* excludes the operation of spent conviction legislation.
- a 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
  - 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  - have been dismissed, withdrawn or discharged by a court.
- a check for relevant Apprehended Violence Orders taken out by a police officer or other public official for the protection of children; and
  - a check for relevant employment proceedings involving reportable conduct or an act of violence committed by the employee in the course of employment and in the presence of children. Reportable conduct means any sexual offence, or sexual misconduct committed against, with or in the presence of a child (including a child pornography offence), any child-related personal violence offence, or any assault, ill treatment or neglect of a child, or any behaviour that causes psychological harm to a child.

I understand that a conviction for a serious sex offence (including but not limited to, sexual assault, acts of indecency, child pornography, child prostitution and carnal knowledge) or child related personal violence offence (including but not limited to, intentionally wounding or causing grievous bodily harm to a child) will automatically prohibit me from child-related employment. This includes a charge that is proven in court but does not proceed to a conviction. I am aware that if I am a Registrable person under the *Child Protection (Offenders Registration) Act 2000*, I am prohibited from child-related employment.

I consent to these checks being conducted and am aware that if any relevant record is identified, additional information relating to that record may be sought by an Approved Screening Agency from sources such as courts, police, prosecutors and past employers to enable a full and informed assessment.

I acknowledge that:

- the above information and any information obtained during the Working with Children background check may be collected and used by and/or disclosed to the Commission for Children and Young People or any Approved Screening Agency for the purposes of the Working with Children Check;
- The Commission for Children and Young People or any Approved Screening Agency may share the information obtained during the Working with Children background check with each other to support further estimates of risks arising from additional Working with Children background checks;
- the outcome of an estimate of risk conducted with information obtained through the Working with Children Check by the Approved Screening Agency may be provided to my current or prospective employers or an employer-related body (where applicable) only for background checking purposes;
- details of 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*;

<b>Signature</b>	<b>Date</b> / /
------------------	-----------------

### Office use only

<b>Name of employer contact</b>	<b>Designation</b>	<b>Signature</b>	<b>Telephone No.</b>
---------------------------------	--------------------	------------------	----------------------