

# How All Volunteers and visitors Keep our children safe.:



The purpose of the Code of Conduct is to describe minimum standards of conduct in all behaviour and decision making to ensure the safety and well-being of students.

**By Volunteering or being onsite you are agreeing to follow these Code of Conduct Statements**

(full details at <https://www.stjoeswaroona.wa.edu.au>) and meet the WWC check requirements.

1. You act safely and competently.
2. You give priority to students' safety and well-being in all your behaviour and decision making.
3. You act in accordance with the values of the Gospel as defined in the Code of Ethical Conduct.
4. You conduct yourself in accordance with laws, agreements, policies and standards relevant to your relationship with the school community.
5. You respect the dignity, culture, values and beliefs of each member of the school community.
6. You treat personal information about members of the school community as private and confidential.
7. You give impartial, honest and accurate information about the education, safety and well-being of students.
8. You support all members of the school community in making informed decisions about students.
9. You promote and preserve the trust and privilege inherent in your relationship with all members of the school community.
10. You maintain and build on the community's trust and confidence in Catholic schools and the Church.
11. You act reflectively and ethically.
12. You allow students to have a voice in their education, safety and well-being.

Please report any breaches immediately and directly to the Principal or Assistant Principal to keep our children safe.

## Working with Children Check Volunteer Declaration \*

Organisation name	St Joseph's School - Waroona		
Role	Canteen / Parent Help / P & F / SAC / _____		
Category of <a href="#">child-related work</a>	Volunteer –		
Volunteer name			
Date			
1. Do you already hold a Working with Children (WWC) Check?			
Yes, detail below		No, move to question 2	
Card number			
Expiry date			
Copy of card provided	Yes	Date provided	
Organisation use only:			
Date card <a href="#">validated</a>			

Date <a href="#">card holder registration</a> completed	
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2. Do you qualify for an exemption?	
Yes, the <a href="#">child volunteer exemptions</a> or the <a href="#">parent volunteer exemption</a> , move to question 3	
Yes – <a href="#">other exemption</a> , please detail below:	
I do not qualify for an exemption, WWC application receipt number recorded below:	
WWC application number	
Organisation use only:	
Date <a href="#">application status validated</a>	

3. Are you entitled to the child volunteer exemptions or parent volunteer exemption?	
Please note:	
<ul style="list-style-type: none"> <li>access to the parent volunteer exemption varies for each <b>category</b> of child-related work</li> <li>the parent volunteer exemption is not available in all circumstances, including for an overnight camp, <b>category 15</b></li> <li>individuals issued with a <b>Negative Notice</b> or <b>Interim Negative Notice</b> under the <i>Working with Children (Screening) Act 2004</i> are not entitled to access the parent or child volunteer exemptions.</li> </ul>	
Yes, parent volunteer exemption. Please sign the declaration below	
Yes, child volunteer exemptions. Please sign the declaration below	
I declare that I am eligible to access the child volunteer exemptions or parent volunteer exemption.	
Signed	
Date	

\* This document is to assist organisations in managing the volunteer exemption requirements under the *Working with Children (Screening) Act 2004*. It is not a legal requirement to complete this form, however it is a requirement of visiting school or Volunteering at St Joseph's School Waroona.

Definitions of **bold** terms can be found in the Working with Children Check glossary at [www.workingwithchildren.wa.gov.au](http://www.workingwithchildren.wa.gov.au).