



Child safe environments

Working With Children Checks (WWCC) – information for organisations

This fact sheet is designed to provide information for organisation who engage people to work with children or provide child-related work. An important aspect of providing child safe environments is ensuring that people working or volunteering with children and young people are suitable.

Work with children and child related work

The [Child Safety \(Prohibited Persons\) Act 2016](#) requires people who are working with children or providing child-related work to have a working with children check (WWCC) (unless an exclusion applies).

Organisations must ensure that people they engage are suited to the specific role they are undertaking and that prohibited persons are not engaged to work with children and young people.

The following activities are **child-related work**:

- accommodation and residential services for children
- services or activities provided by religious organisations (which includes organisations providing spiritual or pastoral services)
- childcare or child-minding services
- child protection services
- services or activities provided in the course of the operation of clubs and associations with a significant membership of, or involvement by, children who provide services or activities of a sporting, recreational, cultural or artistic nature
- coaching or tuition services for children
- commercial services provided directly to children, including:
 - the sale or supply of goods or services where physical contact with children would reasonably be expected to occur
 - recreational services where contact with children would be reasonably expected to occur (such as a play gym)
 - entertainment services provided at children parties or events (such as face painting or the hire of bouncy castles)
 - entertainment services where a person

appearing or performing as a costumed character that is likely to appeal to children (such as a sports mascot or Santa Claus)

- photography of children
- competitions held primarily for children, or where there is a children's category (such as beauty pageants and talent shows)
- disability services for children
- education services for children (including preschool, primary and secondary education, but not tertiary education)
- health services for children (including allied health services)
- justice and detention services for children
- transport services for children
- any other service or activity declared by the regulations to be child related work, including:
- the provision of traffic control at, or supervision of, school pedestrian crossings.

Prohibited persons

The following people are prohibited from working with children:

- a person to whom a prohibition notice has been issued
- a person who, under a law of the Commonwealth, or of another State or Territory, is prohibited from working with children (however described)
- a person who has been found guilty of a prescribed offence committed as an adult.

Legal obligations

It is an offence for an organisation to employ (or continue to employ) a prohibited person **to** work with children or undertake child-related work.



An employee includes a person who:

- is self-employed
- carries out work under a contract for services
- carries out work as a minister of religion, or as part of the duties of a religious or spiritual vocation
- undertakes practical training as part of an educational or vocational course
- carries out work as a volunteer
- performs unpaid community work in accordance with an order of a court.

Note that transitional provisions apply (see *Children's Protection Law Reform (Transitional Arrangements and Related Amendments) Act 2017*).

Organisations must also establish policies and procedures as required by the *Children and Young People (Safety) Act 2017*, to ensure that working with children checks are undertaken. This includes:

- outlining the way your organisation will ensure all people who work with children or undertake child-related work are not a prohibited person (including excluded persons)
- providing the central assessment unit with the details of each person working with children or undertaking child related work in the organisation
- advising the central assessment unit where the organisation becomes aware of certain information.

Further information is available from the Department of Human Services (DHS) screening unit at: <https://screening.sa.gov.au/home>

Exclusions

In some cases, the law will exclude a person from the requirement to undergo a WWCC.

Organisations will need to examine the exclusions to see if any exemptions apply to people working or volunteering in their organisation. An organisation may, at any time, undertake a WWCC if the organisation thinks the assessment is necessary to establish or maintain child safe environments – even if an exemption could apply. For further information on when exemptions apply is available from DHS at: <https://screening.sa.gov.au/home>

Costs

The cost of obtaining a WWCC varies depending on whether the WWCC is for a paid employee, volunteer, student or concession holder.

The government is meeting the cost of obtaining WWCC for volunteers who work with children in volunteer organisations.

Further information about fees is available from DHS at: <https://screening.sa.gov.au/home>

Validity

WWCC are valid for 5 years. It is up to the individual organisation to ensure the WWCC is valid.

Organisations can check the validity of a WWCC by visiting the [DHS](#) website.

Additional measures

Conducting WWCC is only one way that organisations manage the risks around engaging people to work with children or providing child-related work. WWCC cannot be solely relied on to protect children from people who may harm them.

Child safe environments legislation requires that organisations must implement a range of other measures to keep children and young people safe from harm.

Further information about establishing child safe environments can be found at: www.education.sa.gov.au/child-protection/child-safe-environments.

Go to for help

Further information about Child safe environments assessments is available from the child safe website:

www.education.sa.gov.au/child-protection/child-safe-environments

If you can't find what you need online, contact Child safe environments:

Email: educationchildsafe@sa.gov.au

Phone: 8463 6468