



# VOLUNTEER/STUDENT DECLARATION

An easier way? Complete this form online at [check.kids.nsw.gov.au](http://check.kids.nsw.gov.au)

Volunteers who mentor disadvantaged children or who provide intimate personal care to disabled children should use the Applicant Declaration and Consent rather than the Volunteer/Student Declaration.

### Personal Details:

Name:

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

Previous names/aliases:

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

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

Residential address:

Address Line 1: \_\_\_\_\_  
Address Line 2: \_\_\_\_\_  
Suburb/Town: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Country: \_\_\_\_\_

Contact:

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Place of birth:

Suburb/Town: \_\_\_\_\_ State: \_\_\_\_\_  
Country: \_\_\_\_\_

### Identifying document:

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

- Licence Type:  Driver's License  Firearms License
- Issuing Agency:  Australian Capital Territory  New South Wales  Northern Territory  
 Queensland  South Australia  Tasmania  
 Victoria  Western Australia  Australian Army  
 Commonwealth of Australia  Defence Force Academy  Australian Navy  
 Australian RAAF  Issued by a country other than Australia  Other

Licence number: \_\_\_\_\_

Passport Type:  Private  Government  UN Refugee

Issuing Country: \_\_\_\_\_

Passport number: \_\_\_\_\_

**Position details:**

Title of child-related position: \_\_\_\_\_

Name of organisation you are volunteering for: \_\_\_\_\_

Address of this organisation (if known): \_\_\_\_\_

I am a parent or guardian of a participating child (y/n): \_\_\_\_\_

I am a volunteer or student on placement (y/n): \_\_\_\_\_

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*.

Details of these offences can be found online at Working With Children Employer Guidelines Fact sheet 1. 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.

**Declaration:**

- I have read and understood the information above about prohibited persons. I am aware that it is an offence to make a false statement on this form.
- I declare that I am not a prohibited person under the *Commission for Children and Young People Act 1998*.
- I consent to the Commission for Children and Young People checking my relevant criminal records, to verify these statements. I understand that this information 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*.

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

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

**Employer to Complete:**

- I have sighted photo identification for this person

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

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

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

**What should I do next?** Once you have completed your details, you will need to sign the printed form and provide the signed form to your employer/volunteer organisation. You may also wish to retain a copy for your records.