

To apply

- Fill out an online application form at the Working with Children Registration website at www.justice.tas.gov.au and, once completed, either print your application receipt or make a note of your application number.
- Take your application receipt or application reference number and proof of your identity to a Service Tasmania shop and pay the required fee.
- Once your application has been processed and you are cleared, you will receive your Working with Children Registration card in the post and your employer can confirm the status of your Working with Children Registration at www.justice.tas.gov.au

Already in child-related work as a paid employee or volunteer?

If you are currently in child-related work you will be required to complete a new Working with Children Registration form online. This will occur as part of a phase-in schedule over the next few years. To find out more, go to the Working with Children Registration website at www.justice.tas.gov.au

Employers and Organisations must verify the registration – online

Online verification is an important tool for employers to keep children safe in their organisation.

Therefore, employers must go to the Working with Children Registration website at www.justice.tas.gov.au to confirm the registration status of any paid or volunteer staff in child-related work.

This system also continuously checks for any new relevant criminal or workplace records.

For more information contact
Building Standards and Occupational Licensing

Phone: 1300 135 513

Fax: (03) 6233 8338

Email: workingwithchildren@justice.tas.gov.au

Address: PO Box 56, Rosny Park 7018

Information
for people
who **work** or
volunteer
with *children*





From 1 July 2014, if you work or volunteer with children you may need to apply for a Working with Children Registration.

The new laws are designed to reduce the likelihood of harm to children and create safer environments for all children.

The process involves a national police check and background checking which includes a person's criminal history, non-conviction information, relevant offences and other information.

Who needs to apply for a Working with Children Registration?

Not every person who is in contact with children will require the registration, but registration is compulsory for all those working in 'regulated activities' with children. These are activities where there is a risk of harm to children, and they include:

- child care services
- child education services
- child accommodation services
- counselling and support services for children
- religious services
- commercial services such as play facilities, party services, and talent and beauty competitions
- clubs, associations and movements

Who is exempt from a Working with Children Registration?

The following people, roles, services and sectors are exempt:

- people under the age of 16
- close relatives of the child;
- people engaged in a regulated activity (other than an overnight camp for children) who are only engaged for short periods and in circumstances involving only incidental physical contact
- people taking part in a regulated activity who are close relatives of the child who is taking part in the regulated activity

- people who are engaged in a regulated activity for no more than 3 days in any 4-week period, and 7 days in any calendar year, where there is more than incidental contact, when there is either:
 - another person who has the Working with Children Registration present, or
 - a person who is also exempt from the requirement to be registered present.
- police officers
- correctional officers
- registered health practitioners
- Australian lawyers
- staff members or volunteers for an approved provider under the Aged Care Act 1997 (Commonwealth)
- those who only have contact with children by telephone
- emergency management workers dealing with an emergency
- people who are registered under another state's law when the activity is of a similar nature to the activity the person is allowed to engage in under the other state's law; and the person is engaged in the activity in Tasmania for no more than 28 days in any 12-month period
- people engaged in the activity in the same capacity as a child – for example, players in a sporting team
- people the Minister has declared, by order, not to be required to be registered for a particular regulated activity.

