

## VOLUNTEER INFORMATION

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We truly value our volunteer parents and caregivers who give up their own time to support our students and teachers.

Being involved in your child's education adds to their experience and sends a clear message that their education is important to you.

The Department for Education have provided guidelines to schools to ensure all volunteers meet the required suitability checks.

### **NEW VOLUNTEERS**

All new Volunteers are required to apply for a Working With Children Check (WWCC) and must also complete the following;

- A Volunteer Application Form.
- Responding to Risks of Harm Abuse and Neglect – Education and Care (RRHAN-EC). (The only exception to this is if you have completed the previous RAN-EC course and have a certificate with an expiry date of 31st December 2024.)
- Volunteer Induction - Online Session.
- Volunteer Site Induction Interview.

This may be conducted by a site leader to discuss the expectations of volunteers, site responsibilities, site orientation and WHS information.

The volunteer will be provided with a role description and will be asked to sign a Volunteers Agreement.

### **EXISTING VOLUNTEERS – RENEWAL OF Working With Children Check (WWCC)**

We will advise existing volunteers via email when their WWCC is due for renewal.

In addition to renewing your WWCC you may also need to complete the following,

- A Volunteer Application Form
- Responding to Risks of Harm Abuse and Neglect – Education and Care (RRHANEC).
- Volunteer Induction - Online Session

Additional requirements will vary depending on when the volunteer last completed the online sessions as the training programs are reviewed and updated by the Department for Education from time to time.

If you have any further questions about volunteering at school or If you would like to start volunteering, please ask Sarah Valana at the front office.

Further information can also be found [here](#) under Volunteer Policy.

We hope you enjoy volunteering at our school.