

BUILDING CHILD SAFE COMMUNITIES – NEW FORMS FOR ALL VOLUNTEERS/CONTRACTORS

'Building Child Safe Communities' is a new initiative developed by the Catholic Education Diocese of Parramatta that enhances our commitment to ensuring the safety and wellbeing of all students in our care. It is now a requirement that all volunteers and contractors complete an online undertaking form that confirms expectations in relation to behaviour whilst volunteering or contractors at schools. This undertaking form also seeks to determine the suitability of volunteers and contractors by requiring them to declare that they do not have a criminal history involving children.

This new Child Protective Training module is a compulsory two-step process for all volunteers and contractors working in our schools and can be accessed via the following link:

<http://childprotection.parra.catholic.edu.au>

The screenshot shows a web browser window displaying the website childprotection.parra.catholic.edu.au/volunteers. The page has a green and white color scheme. At the top, there is a header with the text 'CHILD PROTECTION' and a navigation menu with tabs for 'OVERVIEW', 'EMPLOYMENT', 'VOLUNTEERS', and 'CONTRACTORS'. The main content area is titled 'Volunteers' and features a sub-header 'Step 1: Complete Building Child Safe Communities - Undertaking for Volunteers' Form'. Below this, there is a paragraph explaining the requirement to complete a form for each location. Two buttons are visible: 'VOLUNTEER FORM' and 'PRIVACY STATEMENT'. A second section is titled 'Step 2: Complete the online training module' and includes a paragraph about the system requirement and a list of instructions. A 'TRAINING MODULE' button and another 'PRIVACY STATEMENT' button are also present. On the right side, there is a search bar and contact information for child protection matters, including phone and fax numbers. The footer contains navigation links and a timestamp of 1:07 PM on 30/05/2016.

- Click onto **VOLUNTEERS** or **CONTRACTORS**.
- Complete **STEP 1-Volunteer Form or Contractor Form**.
- Complete **STEP 2 –Training Module**.
- Read through the presentation.
- Complete and submit the quiz questions.
- After successful completion of both steps, two notifications will be sent via email to the school and also to the Volunteer's/Contractor's email address.