



DIOCESE OF WAGGA WAGGA
Confraternity of Christian Doctrine
SPECIAL RELIGIOUS EDUCATION (SRE)
UNDER 18 DECLARATION FORM

Student Information

Name:

First Name

SURNAME

Date Of birth

Preferred name to be used on name tag

Preferred name for certificates

Address:

No

Street

SUBURB

Postcode

PO Box: (if applicable)

No

SUBURB

Postcode

Home Tel: _____ **Mobile:** _____ **Email:** _____

*If you provide an email address you will receive information directly about training and other SRE matters

Your daughter/son has expressed interest in participating in the work of the Confraternity of Christian Doctrine in the Catholic Diocese of Wagga Wagga. She/he has completed the student training course to enable them to participate in this ministry. This will involve your daughter/son teaching Special Religious Education in a local State Primary School as organised by the local Catholic Church Parish in cooperation with the Catholic Secondary School. Student Catechists will participate with Adult Catechists from the local Parish at schools on scheduled dates/ times agreed with by the Secondary School. This may involve students being transported to and from the venues by Parish volunteers, all of whom have Working With Children Check clearance, received child protection training and clearance from the Catholic Diocese of Wagga Wagga. Please indicate below permission for your daughter/son to participate in the program.

I give permission for my daughter/son (named above), to participate in the teaching of Special Religious Education as a Student Catechist in Local State Primary Schools under the supervision of local Parish Church Volunteers and understand that this may involve my daughter/son being transported to and from the venue by these supervisors.

Parent / Guardian Name

Signature

Date

SUITABILITY TO WORK WITH CHILDREN *(Student to complete)*

- Have you ever been the subject of an Apprehended Violence Order, taken out by a Public official or Police Officer to protect a child or children under 18 years of age Yes No
- Have you been notified to the NSW Children’s Advocate or Office of the Children’s Guardian regarding a relevant employment proceeding (in either paid or voluntary employment) that would be considered when determining your suitability for child-related employment? Yes No
- Have you been placed on a list of persons prohibited from being engaged in DoE schools? Yes No
- Have you ever been charged or found guilty of a criminal offence which would impact your “suitability to work with children”? Yes
No

SPECIAL RELIGIOUS EDUCATION TEACHER DECLARATION

Diocese of Wagga Wagga

Name:

I declare that:

- At the time of engagement, I have no criminal convictions within the meaning of the Criminal Records Act 1991. I understand that 'conviction' defined in the Act includes a conviction, whether summary or on indictment for an offence, and includes a finding or order that an offence has been proved, or that a person is guilty of an offence, without proceeding to conviction.
- I am not subject to any pending court proceedings relating to a criminal matter in Australia or overseas.
- I have no convictions that cannot become spent within the meaning of the Criminal Records Act 1991 including but not limited to:
 - a. convictions for which a prison sentence of more than six months has been imposed, or
 - b. convictions of sexual offences.

I agree that by signing this declaration:

- The Wagga Diocese may share this information with the NSW Department of Education when requested.
- If during the course of my engagement as an SRE/SEE teacher, and I become a subject of any allegations and/or charges of a criminal matter, court proceedings and/or incur a conviction, I have an obligation to notify the Wagga Diocese Catechist Coordinator. I give permission to the Wagga Diocese to disclose this information to the NSW Department of Education and I understand that I may be subject to undertake a Nationally Coordinated Criminal History Check (NCCHC) for a risk assessment.

Please write your legal name (same as on identity documents used to obtain your Working with Children Check number)

SRE/SEE Teacher Details

Title	
Family name	
Given name(s)	
Date of birth	
Street Address	
Town/Suburb	
Postcode	
State	
Email	
Contact Number	

Emergency Contact Details

Emergency Contact's Name	
Contact Number	
Signature	

Basic Accreditation and Ongoing Training

As a provider of SRE in Public Schools, the Diocese of Wagga Wagga signs an annual agreement with the NSW DoE. In order to comply with this agreement, the Diocese is required to provide Basic Accreditation training for SRE personnel and ongoing training in the areas of classroom management and child protection issues.

The five Basic Accreditation modules can be downloaded from the Diocesan website and are to be completed within six months of authorisation, with the requirement that one module be submitted per month. Should a volunteer require an extension for a module they need to contact the Diocesan Catechist Coordinator prior to the due date. Each module should take approximately 1-1 ½ hours to complete.

Mandatory child protection training is currently held every two years- even years, e.g. 2022, 2024.

Volunteers are currently required to update in classroom management every two years. Training sessions are held in each deanery every two years – odd years, e.g. 2023, 2025.

Basic Accreditation modules can be found: <https://wagga.catholic.org.au/sre-accreditation-correspondence-training-modules/>

Working With Children Check (WWCC) Number

- I understand that I am able to apply for a WWCC number 3 months prior to my 18th birthday. I understand that I need to apply for a WWCC number and provide a copy of the clearance letter to the Diocesan Catechist Coordinator **BEFORE** my 18th birthday in order to keep my authorisation.

Volunteer's Signature: _____ **Date** ____ / ____ / ____

RECORD KEEPING

**Original- Please POST hardcopy of original to
Mrs Barbara Chigwidden (Ph:0407 537 994) Catechist Coordinator
PO BOX 473 205 Tarcutta Street Wagga Wagga NSW 2650**

Copy: Retained by Volunteer