

SAFE MINISTRY UPDATE

Working with Children Checks (WWCC)



A **WWCC** must only be completed by volunteers who actively participate in activities that have contact with children, or leadership roles including but not limited to Wardens and LPM's.

Anyone who requires a WWCC or has received a renewed card must provide Safe Ministry with a copy of the card. Volunteers who have already obtained a WWCC for other purposes and require it for volunteer roles in the Diocese must also provide a copy for Diocesan records. Please email screenings@perth.anglican.org.

IMPORTANT UPDATE NOTE: Volunteers should **NOT** renew their WWCC if they no longer volunteer in a role that requires one in keeping with WWCC regulations. Volunteers must advise Safe Ministry if they no longer volunteer in a child-related role and update their details with the WWC Screening Unit.

Please see the sample application form available on the [Diocesan website](#) for more information and tips to assist you with completing the application. If you are renewing your application, you will be required to provide your current WWC card number – if you don't have access to your WWCC, please contact us.

Renewing Online (for renewals ONLY)



If you have not previously created an account with the Department of Communities, you will first need to do this to complete the online renewal. Please ensure that you meet the eligibility criteria to renew your WWCC online and that your card is within three months of its expiry.

The organisation representative for all online renewal is:

Ms Davina Goldthorpe

Safe Ministry Services Manager

Phone: (08) 9425 7200

Email: safeministry@perth.anglican.org

GPO Box W2067 PERTH WA 6846

NOTE: The above postal information can be used in Section 6 of the paper application form to ensure the notice will be sent to the Diocese once your card is renewed.

Your obligations under the Working with Children (WWC) legislation

Please be aware if you hold or are applying for a WWC Card you now need to notify the WWC Screening Unit of any changes to:

- Personal details (name)
- Contact details (residential address, telephone number, email, etc)
- Child-related work status (starting or ceasing volunteer work with children)

For more information and to view the full requirements, please visit the WWC website:

www.workingwithchildren.wa.gov.au/online-services

CONTACT US

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