



SPECIAL RELIGIOUS EDUCATION

The Department of Education requires that all non-employees who are permitted to teach Special Religious Education in its schools be appropriate and responsible persons. Each authorised religious persuasion must give an undertaking that any Special Religious Education (SRE) teacher / assistant authorised to enter Government Schools has not had a criminal conviction for any crime against a minor, a conviction for violence, sexual assault or for providing prohibited drugs.

In keeping with current child protection legislation all SRE teachers /assistant are required to apply for a *Working with Children Check* and obtain a clearance number. The number and your date of birth must be provided to your parish office for verification. You will appreciate that the prime concern of these regulations is the welfare of the students.

In response to the above requirements, the Diocese of Broken Bay has prepared the following declaration, which all Special Religious Education teachers / assistants in this Diocese must sign.

I hereby state that I have volunteered my services to the Parish Priest of:

Parish Name: _____

I have:

- applied for a *Working with Children Check* and obtained a clearance and received a *Working with Children Check* number and expiry date.
- provided the *Working with Children Check* clearance number, expiry date and date of birth to my parish office;
- never been convicted for violence, sexual assault or any crime against a minor;
- never been convicted for providing prohibited drugs.

I understand that if after signing this declaration I am later convicted on any matters related to the above offences I am no longer authorised to enter Government Schools.

Please write your legal name (same as on identity documents used to obtain your Working With Children Check no.)

TITLE:	SURNAME:	
	FIRST NAME:	MIDDLE NAME/S:
PREFERRED NAME: <i>(If different from your legal name)</i>		

WORKING WITH CHILDREN CHECK CLEARANCE NUMBER:	WWC
WWCC EXPIRY DATE:/...../20.....	Date of Birth:/...../.....
Parish Office Use Only:	
Date verified:/...../20.....	Name of person verifying:

Address: _____

Suburb/Town: _____ **State:** NSW **Postcode:** _____

Tel No: (Mob) _____ (H) _____ (W) _____

Email Address: _____

Emergency Contact's Name: _____ **Tel No:** _____

SIGNATURE: _____ **DATE:** _____

*Upon completion, please retain a copy for your Parish Office.
 The original forms will be held at the Diocesan CCD office at Pennant Hills.*



Standard Collection Notice

Office for Evangelisation Confraternity of Christian Doctrine

1. The Confraternity of Christian Doctrine (CCD) collects personal information about Special Religious Education (SRE) Teachers (*catechists*). The primary purpose for the collection of this information is to administer the training and accreditation programs within the Catholic Diocese of Broken Bay. Information may be required to ensure each catechist has adequate training and accreditation to perform the task of SRE. The information collected may be used to contact you in case of any change of course arrangements or to clarify records for the purpose of awarding certificates of diplomas.
2. SRE teachers may seek access to the information collected about them by the CCD at any time.
3. The information collected may be shared with other Agencies within the Diocese for administrative and other purposes in order to provide you with information about the Catholic Church related activities, functions, issues and initiatives.
4. As per the Department of Education SRE Implementation Procedures:
 - SRE Teachers' names, dates of birth and contact details will be provided to the schools they attend;
 - Working with Children Check numbers will not be provided to schools.

(Privacy Act - December 2001)