



# Child Safe Recruitment Webinar

September 26<sup>th</sup> 2024

## Acknowledgment of Country

**In recognition of the deep history and culture of this Island, we acknowledge Tasmanian Aboriginal people, the original and continuing Custodians of the Land, Sea and Sky. We acknowledge and pay our respects to all Tasmanian Aboriginal people, all of whom have survived invasion and dispossession, and continue to maintain their identity, culture and Aboriginal rights.**

# Before we begin

We recognise the subject of child and youth safety in institutional settings may cause distress.

If at any time you feel that you need to step away, please do so.

Support services are listed on our website [www.oir.tas.gov.au/resources](http://www.oir.tas.gov.au/resources)

# Introductions

- Gemma Davie, Child Safe Education Officer, OIR (South)
- Geordie Duncan, Child Safe Education Officer, OIR (North)
- Inspector Vanessa Castle, Community Engagement, Statewide Services, Tasmania Police
- Commander Jo Stolp, Commission of Inquiry Response, Child and Youth Safe Reform Project, Tasmania Police
- Caitlyn Van Essen, Risk Assessment Officer, Registration for Working with Vulnerable People Scheme



**Inspector  
Vanessa Castle**

**Community  
Engagement,  
Statewide  
Services,  
Tasmania Police**

**Contact Details:**

- The full Weiss Independent Review Report can be located via the Tasmania Police website [www.police.tas.gov.au](http://www.police.tas.gov.au)
  - Search Weiss Independent Review
- The Tasmania Police Community Engagement Unit can be contacted via email at [community.engagement@police.tas.gov.au](mailto:community.engagement@police.tas.gov.au)
- Inspector Vanessa Castle can be contacted directly via email at [vanessa.castle@police.tas.gov.au](mailto:vanessa.castle@police.tas.gov.au) or by phone at 03 6137 2168



# Child Safe Recruitment

## What will we cover?

**Communicating your commitment to child safety**

**Finding the right people**

**Screening applicants**

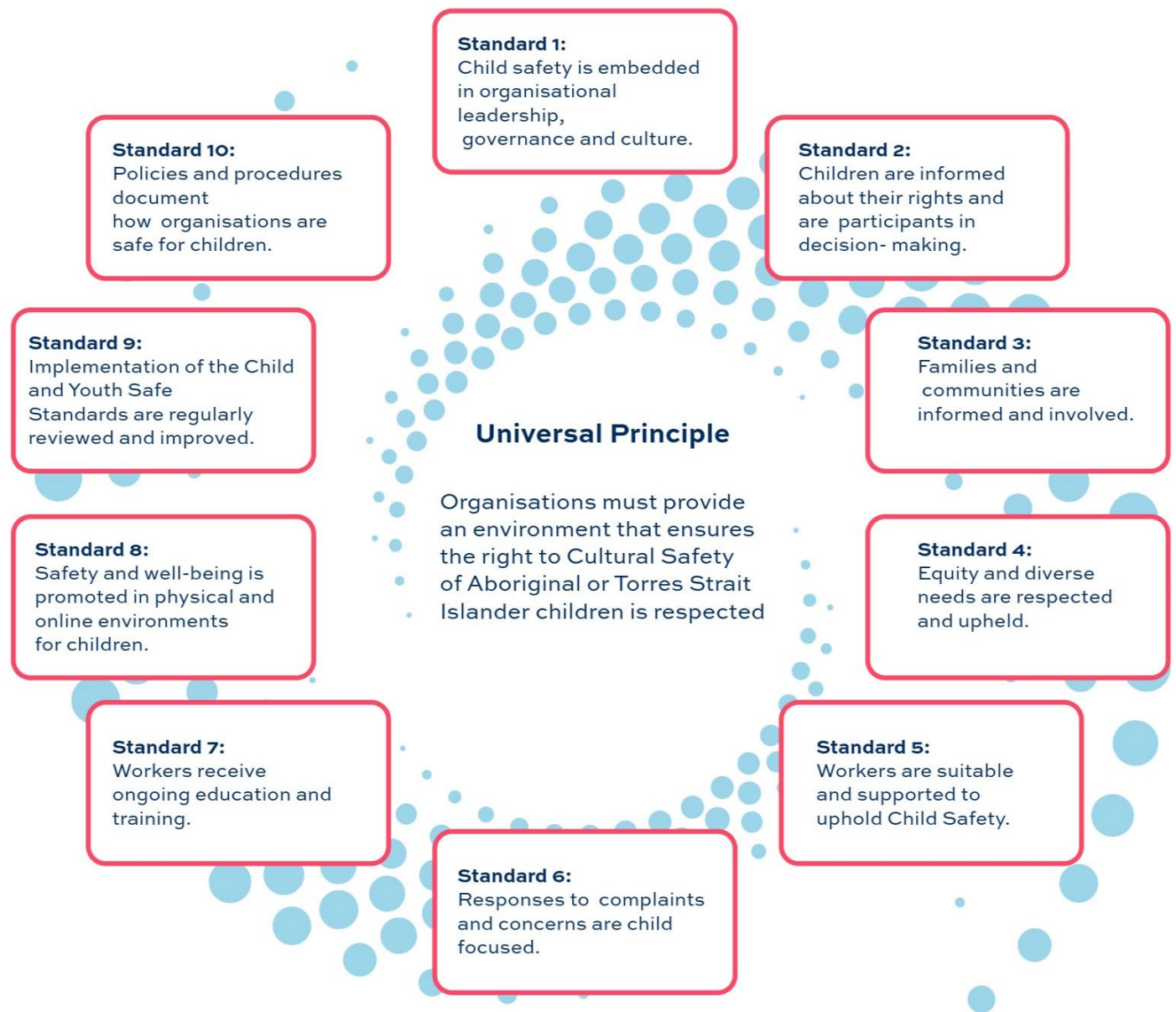
**Inducting, supervising and training new volunteers**

**Ensuring cultural safety**

**Involving children and young people**



# The Child and Youth Safe Standards



# Child Safe Recruitment

Child Safe recruitment involves creating an organisational culture that does more than tick the box.

We have a responsibility to our workers, and to the children and their families that we work with, to make sure that the appropriate support and training is provided.





# Have a clear Commitment to Child Safety

## How you can do this

- Provide an up to date and accurate description of your organisation and your commitment to child safety

Devonport Basketball Council Inc is committed to ensuring the safety, wellbeing and cultural security of all children and young people who are involved in our club. We work to ensure all children feel happy, safe and empowered, and uphold their rights to always be safe.

- Attract the people who share your values and deter those who don't



# Find the right people

## Role Description

- Clarify the responsibilities and expectations
- Outline reporting lines
- Define the type of contact this role will have



## Example of a child safe job advertisement

### Educator

We are looking for dedicated **Educators**, offering full time positions with shifts from 6:30 am to 6:30 pm.

### About the Centre:

We're passionate about building strong, caring relationships with our children, families and each other, making our centre a home away from home. Our friendly and welcoming staff combined with our supportive management team will ensure you love coming to work every day!

### About you:

- Hold a Cert III or Diploma in Children's Services or ACECQA approved equivalent
- Have a current Working with Vulnerable People Check
- A strong commitment to fostering the growth and development of young minds

### Our Curriculum:

Our educators and teachers are trained and accredited in the Lifelong Learning Curriculum which is Australia's most advanced approach to early education for children from birth to age five. It is based on the belief that learning and development occurs most successfully when supported by nurturing and engaged educators, in partnership with families and communities.

### Our Safety Commitment:

We are dedicated to fostering an inclusive and diverse workplace where every individual is treated with respect and dignity. We are committed to upholding the safety, rights and wellbeing of all children and promote a culture of child safety with a zero-tolerance approach to child abuse and harm. Our Safety Commitment also prioritises the safety, rights, and wellbeing of our employees and their families.



## Screen your applicants

- Work history & qualifications
- Interviews - casual chat, consider scenario-based questions, be aware of red flags
- References – criteria, questions, consistency
- WWVP registration





# Induct, Supervise & Train

- Induction Process/Packs
  - Child Safe policies & procedures
  - Code of Conduct
  - Training
  - Roles and responsibilities
- Ongoing training
  - Identifying and responding to signs of child abuse and harm
  - empowerment and participation of children
  - cultural safety and inclusive practices.



## Ensure Cultural Safety

- Communicate to potential volunteers that your organisation celebrates and understands Aboriginal culture and history
  - Find out what the appropriate Acknowledgement of Country is for your location
  - Select culturally appropriate symbols and images to represent your organisation
  - Display posters that promote inclusion and demonstrate your zero-tolerance approach to racism
  - Use your induction pack to make it clear that hate speech and racism are not tolerated



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# A Team Effort

involving children and young people in recruiting the right people

## Standard 2

Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.



# Where to start?

- **Group discussion**
  - Which words describe the type of worker who is best at working with kids?
  - What makes you feel safe?
  - What makes you feel unsafe?
- **'Heads, Hearts & Hands'**
  - What should volunteers know?
  - What kind of person should they be?
  - What kind of experience do they need to have?





# Support & Resources

## Recruitment Resource:

- Child and Youth Safe Recruitment Guide

## The Office of the Independent Regulator website:

- [www.oir.tas.gov.au](http://www.oir.tas.gov.au)
- Interim Compliance Guidance for Organisations
- Training Request Form
- Newsletter – [contact@oir.tas.gov.au](mailto:contact@oir.tas.gov.au)

# Support & Resources

## Volunteering Tasmania

### National Standards for Volunteer Involvement

The National Standards are a best practice framework to guide volunteer involvement.

Volunteering Tasmania provide regular workshops focused on the National Standards.

<https://volunteeringtas.org.au/for-organisations/national-standards/>

- **National Knowledge Base resources**

There are various best practice resources available regarding volunteer recruitment. These include info sheets, a webinar and eLearning.

<https://volunteering.freshdesk.com/support/solutions/articles/51000295379>

- **National Volunteering Guide**

Not for Profit Law provide a National Volunteering Guide that covers the key legal obligations for organisations working with volunteers. Part 3 is focused on **the volunteer relationship** - Recruiting, inducting, managing performance and ending the relationship.

<https://www.nfplaw.org.au/free-resources/managing-people/managing-volunteers>

- **Screening checks and child safety laws (Tas):**

A guide for community organisations in Tasmania.

Not for Profit Law provide a background checks guide for each jurisdiction in Australia.

<https://content.nfplaw.org.au/wp-content/uploads/2024/08/Screening-checks-and-child-safety-guide-Tas.pdf>

# Support & Resources

## Volunteering Tasmania Resources and Support

- Website resources <https://volunteeringtas.org.au/for-organisations/resources/>
- Membership offerings <https://volunteeringtas.org.au/membership/>
- National Standards for Volunteer Involvement Workshops; Volunteer Manager Masterclasses and Let's Talk Sessions <https://volunteeringtas.org.au/training-events/>
- Volunteer Connect platform <https://volunteeringtas.org.au/for-organisations/>
- Volunteer Connect Service <https://volunteeringtas.org.au/for-volunteers/>
- Sign up to our monthly eNews via our website <https://volunteeringtas.org.au/>

# Support & Resources

## Office of the Children's Guardian NSW:

- Child Safe Recruitment and the Working with Children Check: a handbook for child related organisations
- Templates – role description, referee schedule, interview schedule

<https://ocg.nsw.gov.au/our-resources>

## Commission for Children and Young People Vic:

- Practical Guide to choosing, supervising and developing suitable staff and volunteers
- Sample learning or training action plan

<https://ccyp.vic.gov.au/resources/child-safe-standards>



# Support & Resources

## **Sport Integrity Australia:**

- Induction of New Volunteers and Staff Checklist
- Transporting Children and Young People in Sport
- Guide on How to Involve Children and Young People in your Sporting Organisation

<https://www.sportintegrity.gov.au/resources>

## **Play AFL:**

- Making Your Club Culturally Inclusive for Aboriginal and Torres Strait Islander People
- This is Us – Tips for Creating a More Diverse and Inclusive Club or Program

<https://play.afl/learning-resources/clubhelp>

# Thank you

# THE REGISTRATION TO WORK WITH VULNERABLE PEOPLE (RWVP) SCHEME



Registration to Work  
with Vulnerable  
People



# OUR ROLE & PURPOSE

The *Registration to Work with Vulnerable People Act 2013* aims to help safeguard vulnerable people, including children from potential harm by:

1. Requiring workers and/or volunteers in regulated activities to be registered.
2. Conducting background checks and risk assessments for all persons seeking registration.
3. Ongoing monitoring of registered persons by requiring reporting bodies alert the Registrar of new and relevant information during the period of registration.
4. Prohibiting certain individuals from engaging in regulated activities when the Registrar is satisfied that they pose an unacceptable risk of harm to vulnerable people.



# WHO MUST BE REGISTERED?

Employees or volunteers who engage in **regulated activities**, and who have **contact** with vulnerable people, must be registered.

Organisations or employers are also obligated to ensure that their workers and/or volunteers who engage in regulated activities are registered.

The Act currently provides regulated activities for two categories of registration:

1. Child-related activities.
2. NDIS-related activities.

# WHAT IS CONSIDERED CONTACT WITH A VULNERABLE PEOPLE?

Not all individuals who work or volunteer with an organisation who engage in regulated activities must be registered. Only those who have '*contact*' with vulnerable people as part of the activity.

Contact is defined under the Act as:

- **Any physical, oral or written** contact including via phone or online media.
- Contact which is **reasonably expected** in a role and is **more than** incidental.

# WHO MAY BE EXEMPT FROM REGISTRATION?

- A person under 16 years old.
- A police officer (while undertaking duties in their professional role).
- A person who relocates to Tasmania and has registration under a corresponding law if accepted by an employer until its expiry.
- Sports officials who are not in contact with children for extended periods without other adults present.
- Parent or close relative spectators at child events.
- Congregation members at a religious service.
- Administrative staff with no direct contact with children.

# BACKGROUND CHECKS & RISK ASSESSMENTS

## BACKGROUND CHECKS

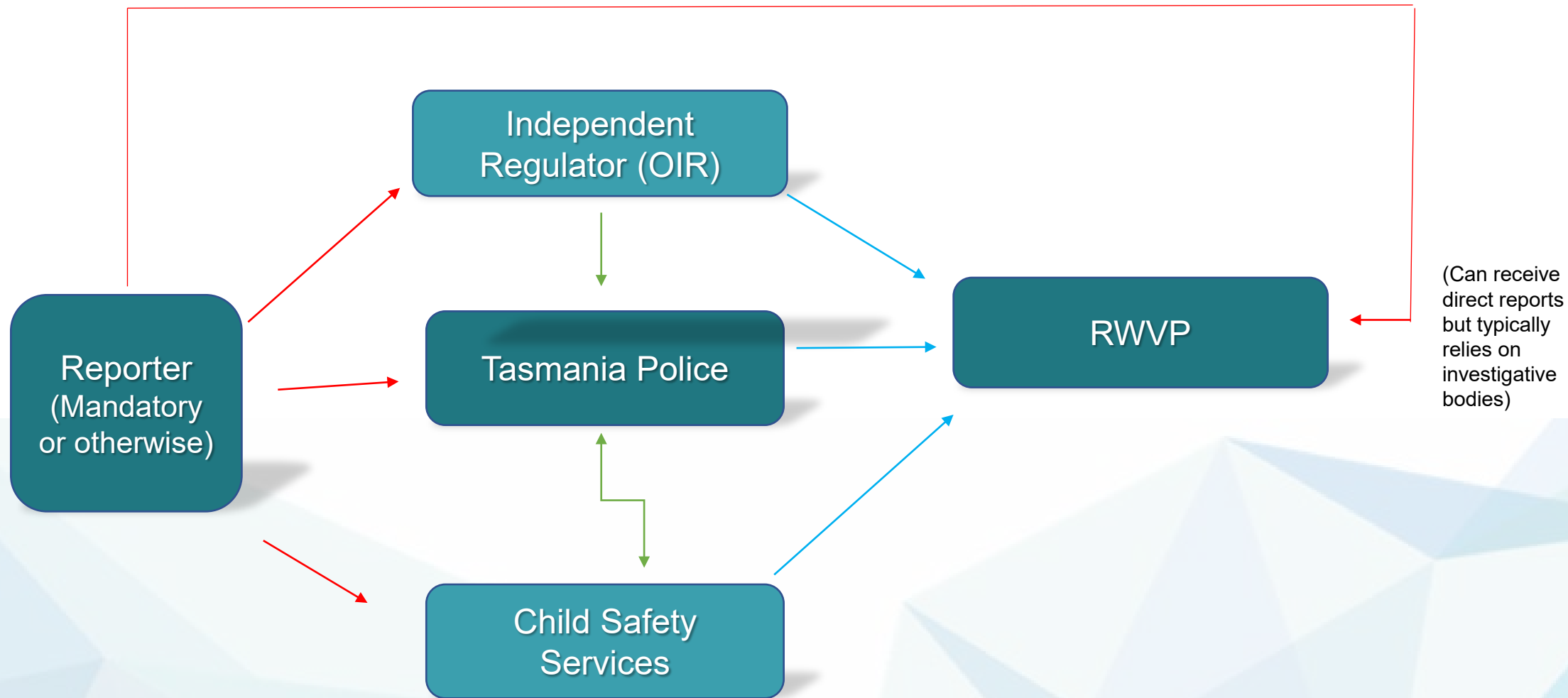
Every application for registration, undergoes a background check and risk assessment process. Background checks include:

- National Criminal History Checks.
- The Working with Children National Reference System.
- Reportable Behaviour notifications.

Reportable behaviour is **any behaviour** that poses a **risk of harm to children and vulnerable persons**, whether by reason of neglect, abuse or other conduct.

Reporting bodies have an obligation under the Act to notify the Registrar of reportable behaviour in relation to an applicant or registered person.

The RWVP scheme has system-to-system links with both Tasmania Police and Child Safety Services which automatically flags when conduct is recorded in those systems that may constitute reportable behaviour.



# STANDARD REPORTING PROCESSES

# BACKGROUND CHECKS & RISK ASSESSMENTS

## RISK ASSESSMENTS

Risk assessments are conducted to determine whether a person *poses no risk, an acceptable risk, or an unacceptable risk of harm to vulnerable people*. As part of the risk assessment, the Registrar may take into account:

- A person's criminal history.
- Criminal intelligence and non-conviction information.
- The person's past and present reportable behaviour or similar behaviour under a corresponding law.
- Whether the person has been refused registration or had their registration suspended or cancelled under this Act or a corresponding law.

In undertaking a risk assessment, the Registrar has powers to request or require information from any entity that they reasonably believe may hold relevant information.



# BACKGROUND CHECKS & RISK ASSESSMENTS

## RISK ASSESSMENTS ...continued

*Schedule 1 Offences* are offences of sufficient seriousness to warrant a presumption of exclusion or cancellation of registration.

Examples of Schedule 1 Offences include:

- Assault or aggravated assault of a child.
- Cruelty to animals.
- Access, produce, distribute or possess child exploitation material.
- Indecent assault or sexual abuse of a child or young person.

The Registrar must issue a mandatory decision to an applicant or registrant if they are convicted of a Schedule 1 offence and their conduct meets the required considerations (e.g. the victim of the offence is a child).

# BACKGROUND CHECKS & RISK ASSESSMENTS

## **RISK ASSESSMENTS ...continued**

There are several risk assessment outcomes for a person's application or registration. These include:

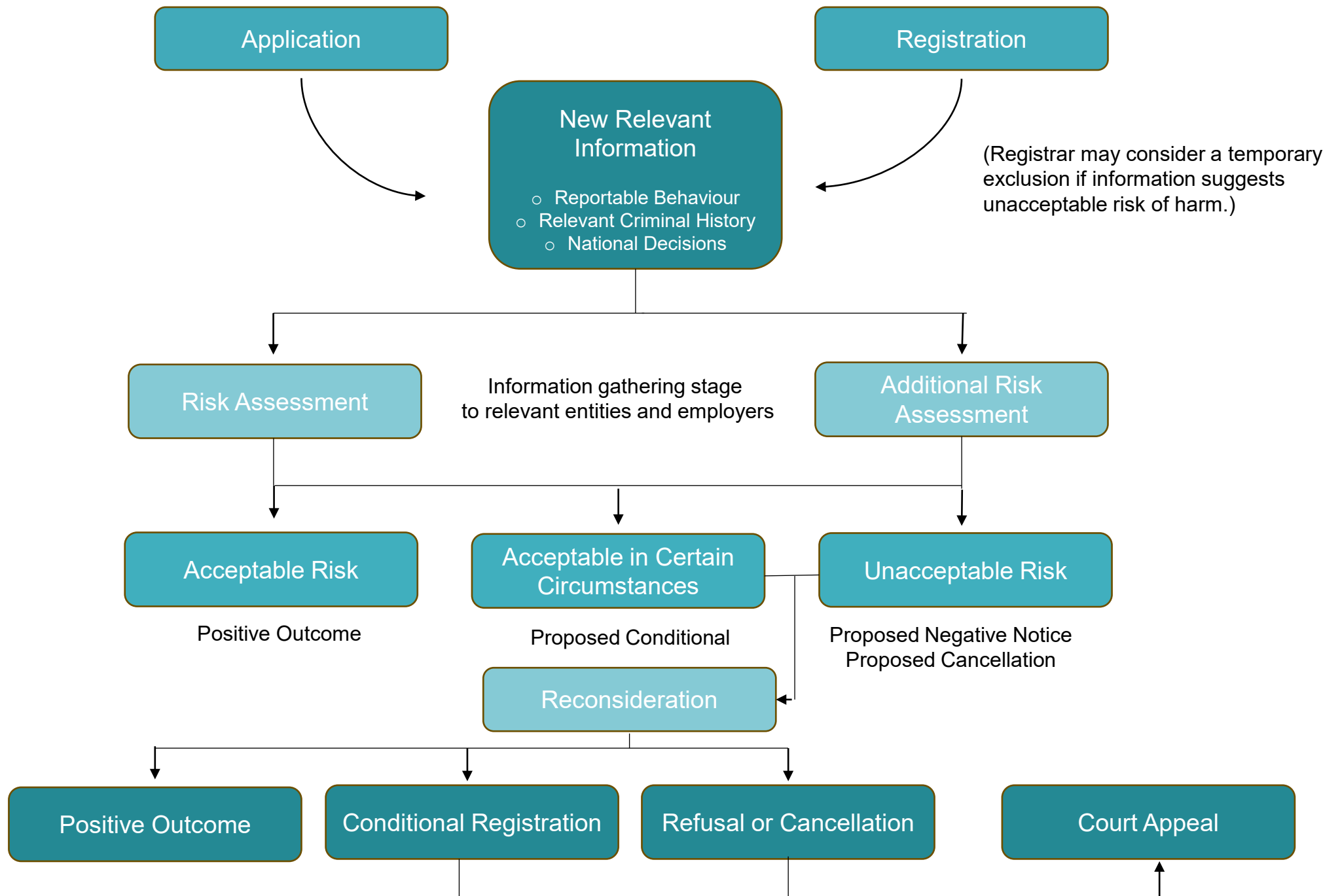
### *For applicants:*

- Interim Bar (temporary exclusion).
- Negative Notice (exclusion).
- Conditional registration.
- Unconditional registration.

### *For registrants:*

- Immediate Suspension (temporary exclusion).
- Cancellation of registration (exclusion).
- Conditional registration.
- Unconditional registration.

# THE RWVP PROCESS



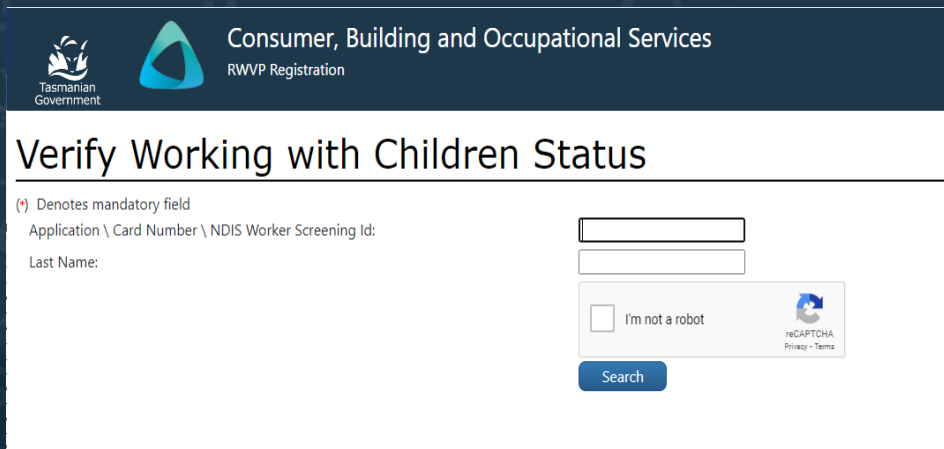
# EMPLOYER OBLIGATIONS UNDER THE RWVP SCHEME

Employers have a range of obligations under the Act. For example, Employers:

- Must ensure all their workers and volunteers who engage in regulated activities are registered.
- Must notify the Registrar when employees or volunteers commence or cease to be engaged in regulated activities.

Organisations can verify the status of an applicant or registrant under the RWVP Scheme at any time using the CBOS website using a person's application and/or registration number and their surname.

Organisations can also register to access the Employer Portal where they can track all their employee registrations in one place.



The screenshot shows the 'Verify Working with Children Status' form. At the top, there are logos for the Tasmanian Government and Consumer, Building and Occupational Services (CBOS), along with the text 'RWVP Registration'. The form title is 'Verify Working with Children Status'. Below the title, a note states '(\*) Denotes mandatory field'. The form contains two input fields: 'Application \ Card Number \ NDIS Worker Screening Id:' and 'Last Name:'. A reCAPTCHA widget is positioned below the 'Last Name' field, featuring the text 'I'm not a robot' and a 'Search' button. The reCAPTCHA logo and links for 'Privacy' and 'Terms' are also visible.



**QUESTIONS?**



# CONTACT US

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**Registration to Work with Vulnerable People**

[RWVP@justice.tas.gov.au](mailto:RWVP@justice.tas.gov.au)

1300 654 499