



Balaklava Primary School - VOLUNTEERING

Dear parents/ caregivers

Volunteer Criminal checks and RAN-EC training is required to support staff and students with camps and excursions, or to work in classes that are not your child's.

Before you are able to support children at the school or attend excursions or camps you <u>must</u> have an approved Criminal Check and met the requirements for Reporting Abuse and Neglect training.

At Balaklava Primary School we value our volunteers and invite you to complete the on-line *Informed Consent Form DCSI Screening Unit Child-related Employment Screening* (Criminal Clearance Check). Information available from the Front Office. The school will pay any costs of processing this application.

To meet DECD requirement, we can support you, our volunteer, to undertake Mandatory Notification training in Responding to Abuse & Neglect in Education and Care (RAN-EC). If you have been trained before, then there is no need to update unless we advise of changes in the policy or procedure. However, you may like a refresher, certainly valuable for all of us from time to time.

Regardless of which training option you choose, participants will be able to obtain a certificate that you can share with us as evidence that you have undertaken the RAN-EC training.

These are offered at the school, both during the day and evening. Times are advertised in the Newsletter

We look forward to your involvement with us and your child(ren) at Balaklava Primary School.

Kind regards Díanna Jarman