

It is a good idea to incorporate the safety checking of existing core workers along with an appraisal of their work practice. MSD assessors are looking for clear records that you have undertaken a safety check of any new core and non-core workers.

While there is no legal obligation to check all existing core and non-core workers yet (see timeline below), the OSCAR sector prides itself on leading from the front when it comes to child protection.

The process for safety checking is fairly straight forward;

- Workers need to have their identity confirmed by;
  - > Use of an electronic identity credential (RealMe verification)
  - > Photo identification (Passport, driver's licence) AND
  - > Another secondary identification document (birth certificate) to ensure that the initial document belongs to the existing worker AND
  - > A police vetting check every three years BUT

Programme workers must inform their employer if;

- > They have changed their name, or address
- > They have been charged with a crime
- > There are any workplace threats to their health & safety
- > They have a close relationship with a child who attends the programme

The appraisal process comes into its own (draft one attached) when writing the report about each existing worker. Principles that should be followed are looking for patterns concerning attitudes or behaviours, and following up of potential indicators that may arise. The bottom line is that a children's worker should pose no undue risk to the safety of the children.

### **When do the requirements come into force?**

- All new core workers must have been safety checked before commencing employment from 1 July 2015
- All new non-core workers (e.g. management members) must have been safety checked from 1 July 2016
- By 1 July 2018 all existing core workers must have been safety checked (not just police vetted)
- By 1 July 2019 all existing non-core workers must have been safety checked

