

Appendix 1 – WWCC and NCRC requirements by Staff Category



	Category	Managed by	WWCC clearance	Appendix 7	Appendix 8	Appendix 5	Appendix 11	100 points of ID
Paid employees	All teaching staff located in NSW Public schools	HR	✓	✓	✓			✓
	Permanent non-teaching staff in schools	HR	✓	✓	✓			✓
	Temporary and casual non-teaching staff in schools	Principal	✓	✓	✓			✓
	Staff engaged in child related work	HR	✓	✓	✓			✓
	Staff not engaged in child related work	HR		✓	✓			✓
Volunteers	Specified volunteers 18 years or older**	Principal	✓				✓	✓
	Parent volunteers, and volunteers under 18 years of age	Principal				✓		✓
	Volunteers for the Duke of Edinburgh Award	Principal	✓				✓	
Contractors	Contractor-Assisted school travel program	HR	✓	✓	✓			✓
	Contractors in child related work (see clause 3 of WWCC procedures for definitions)	Principal	✓				✓	✓
	Contractors engaged in non-child related work	Principal				✓		✓
	Cleaners in schools	Employer and Principal*	✓					✓
Students	Teacher education students undertaking internship	Coordinator*	✓					✓
	Students undertaking practical training for an educational or vocational course	Coordinator*	✓					✓
Religious workers	Work as a minister, priest, rabbi, mufti or other like religious leader	Provider and Principal*	✓					✓
	Work as a Special Religious Educator or Special Educator in Ethics	Provider and Principal*	✓					✓
P&C	Paid employees of the School Parents and Citizens' Association working in schools	P&C and Principal*	✓	✓	✓			✓
	Volunteers of the School Parents and Citizens' Association working in schools	P&C and Principal*				✓		✓
	Specified volunteers of the School Parents and Citizens' Association working in schools	P&C and Principal*	✓				✓	✓

* For more information on responsibility for the verification process, see clause 6.1 of the WWCC procedure and section 2 of the School Principal's Pack (Appendix 10).

** For definitions and examples of staff in each category, see clause 3 of the Working with Children Check procedure.