

For staff and volunteers aged 18 and over who teach/help/present SRE in NSW public schools.

Please note that, if you disclose any potentially criminal actions, the Baptist Association may need to report this information to the police or other relevant government authorities as well as the DoE probity unit.

PART A- Baptist Association Screening

Please tick either “YES” or “NO” for each of the following questions. If you answer “yes” to any of the following questions, please give details on a separate page. **A ‘yes answer’ will not automatically rule an applicant out of selection.**

Note failing to disclose information, especially with matters of a criminal nature or Reportable Conduct will impact your application and capacity to work in a public school in NSW (Criminal Declaration Part C) see page 3 for what constitutes criminal offences/convictions.

If you wish to discuss any of the following before completing the form, please contact the SRE team leader.

	YES	NO
1. Have you ever been charged with and/or convicted of a criminal offence?	<input type="checkbox"/>	<input type="checkbox"/>
2. As an adult have you ever engaged in: <ul style="list-style-type: none"> • sexual contact with someone under your care other than your spouse? (such as a parishioner, client, patient, student, employee, or subordinate) • the use, possession, production, or distribution of child abuse material? • sexual contact with a person under the relevant age of consent? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3. To your knowledge, has there ever been any allegations made against you regarding any abuse of a child, physical abuse or sexual misconduct?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you ever had an apprehended violence order, order for protection or the like issued against you as a result of allegations of violence, abuse, likely harm, harassment, stalking, etc?	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you had a history of alcohol abuse or substance abuse (including prescription, over the counter, recreational or illegal drugs)?	<input type="checkbox"/>	<input type="checkbox"/>
6. Have you ever had permission to undertake paid or voluntary work with children or other vulnerable people refused, suspended, or withdrawn in Australia or any other country?	<input type="checkbox"/>	<input type="checkbox"/>
7. Has a child or dependent young person in your care ever been removed from your care by relevant authorities?	<input type="checkbox"/>	<input type="checkbox"/>

8. Please outline any health conditions that may affect your role as an SRE teacher/helper

9. Churches you have regularly attended in the past three years and positions of responsibility you have held in that/those churches. List up to last three churches you have been a part of.

Church Name	Length of attendance/Years	Positions held
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PART B- Department of Education Declaration (please tick the check boxes below)

The Department of Education requires that all non-employees who are permitted to teach Special Religious Education/Special Education in Ethics in its schools be appropriate and responsible persons. As an SRE teacher/helper/ presenter, you are required to complete the following declaration.

I declare that:

- I have a current NSW Working with Children Check clearance and have provided it to the Baptist Association as my Approved Provider with my date of birth for them to verify as part of their processes.
- At the time of engagement, I have no criminal convictions within the meaning of the Criminal Records Act 1991. I understand that 'conviction' defined in the Act includes a conviction, whether summary or on indictment for an offence, and includes a finding or order that an offence has been proved, or that a person is guilty of an offence, without proceeding to conviction.
- I am not subject to any pending court proceedings relating to a criminal matter in Australia or overseas.
- I have no convictions that cannot become spent within the meaning of the Criminal Records Act 1991 including, but not limited to:
 - convictions for which a prison sentence of more than six months has been imposed, or
 - convictions of sexual offences.

I agree that by signing this declaration:

- The Baptist Association as my Approved Provider may share this information with the NSW Department of Education when requested.
- If, during my engagement as an SRE teacher/helper/ presenter I become a subject of any allegations and/or charges of a criminal matter, court proceedings and/or incur a conviction, I have an obligation to notify the Baptist Association as my Approved Provider. I give permission to the Baptist Association to disclose this information to the NSW Department of Education and I understand that I may be subject to undertake a Nationally Coordinated Criminal History Check (NCCHC) for a risk assessment.

PART C- Consent to hold information & Declaration

I consent to the information contained in this application, including any subsequent pages, to be kept by the Baptist Association. I understand that this information will be kept in a confidential file and used only for screening purposes.

DECLARATION

I, _____sincerely declare that:

- The information I have provided in this application is true and correct to the best of my knowledge and belief.
- I understand that if I provide false or misleading information or withhold relevant information from this questionnaire, the Baptist Association along with the Department of Education, may determine that I am unsuitable to serve as an SRE teacher/helper/presenter and my authorisation could be revoked.
- I have received a copy of the Baptist Association's SRE Code of Conduct and am willing to uphold it.

Applicant's signature: _____Date: _____

If you wish to discuss with the SRE Team Leader or Standards Manager of the Baptist Association before completing this form, please contact us.

Definitions & Terms Regarding Criminal Convictions

Criminal Record

Your criminal record includes a list of all criminal offences where you have pleaded guilty or been found guilty and convicted by a Magistrate. It also includes serious traffic offences such as: drink driving, dangerous or negligent driving where someone is hurt.

Nationally Coordinated Criminal History Check

Your Nationally Coordinated Criminal History Check will show all matters pending trial, charges, court convictions, guilty findings without conviction, and bonds or court orders, but not spent convictions. Under New South Wales law, spent convictions will not be shown in a Nationally Coordinated Criminal History Check.

Spent Offences (note the first two are what the DoE are interested in)

All convictions are capable of becoming spent, except the following:

- convictions for which a prison sentence of more than 6 months has been imposed,
- convictions for sexual offences,
- convictions imposed against bodies corporate (e.g. a company),
- convictions prescribed by the regulations.

FAQs

What if I choose not to complete this form?

Failure to complete this form will mean your authorisation application will not proceed.

What if I answer 'yes' to any of the questions? Will that mean I can't teach? Remember a 'yes' response in Part A does not automatically exclude you from teaching SRE, but further conversations will need to take place to determine if you are suitable to teach SRE.

What if there is a question on this form I don't wish to answer in writing?

We understand there may be questions on this form you don't feel comfortable being recorded in writing in a general form like this. If this is the case, you have the option to speak with the SRE Team leader, who will discuss your circumstances. Depending on your situation, we may also need to refer on to our Safe ministry team.

Where will this form be stored/Who will be able to access it?

As this is a sensitive document it will be stored in a confidential manner accessible only by a limited number of authorised persons within the Baptist Association.

What if I choose not to notify the Baptist Association of future offences, court proceedings, convictions?

Depending on the offence, court proceedings or conviction, this may result in immediate revocation of your SRE authorisation. The Department of Education expects Approved Providers (like the Baptist Association) and SRE teachers to uphold this declaration expectation both present and future.