This fact sheet identifies those in a Parish who are required to obtain Working with Vulnerable People (WWVP) or Working with Children Check (WWCC).

FACT SHEET:
WHO NEEDS WWVP/WWCC IN A PARISH?

Who requires Working with Children checking?

- Any person working with children and vulnerable people (paid or unpaid) must have a valid ACT Working with Vulnerable People (WWVP) registration and/or a NSW Working with Children Check (WWCC).
- In the Archdiocese of Canberra and Goulburn, Clergy, Parish Priests and Parish workers must receive their registration/clearance <u>before</u> they start working with children and/or vulnerable people.
- As outlined in the Vicar General's *Ad Clerum* of November 2017, it is expected that Priests of this Archdiocese will have both a WWVP (ACT) and a WWCC (NSW).

What are child-related roles in our Parishes?

The Archdiocese's *Institute for Professional Standards and* Safeguarding has identified the following roles in a Parish which are classed as 'child-related' and therefore require a Working with Vulnerable People Registration or a Working with Children Check:

- Parish Priest, Assistant Priest, Parish Administrator
- Parish Secretary
- Deacon
- Sacristan
- Sisters and Brothers in Apostolic Life
- Youth Minister
- Youth Worker
- Pastoral Association, Family Minister, Pastoral Associate
- Sacramental Co-coordinator, Sacramental Catechist, Sacramental Home group leaders
- Children's Liturgy Coordinator
- People engaged in Children's Liturgy
- Children's Choir leader and assistant
- Catechesis of the Good Shepherd
- Catechist
- Junior Legion of Mary
- Acolytes and/or teachers/mentors/supervisors of Altar Servers
- Extraordinary Ministers of the Eucharist who do home visitation to the sick and/or elderly
- Seniors Ministry Coordinators in the ACT.
- Any person a Parish engages to work in a child-related role e.g. dance teacher, artist

For more information please contact:

IPSS: ipss@cg.org.au or phone on (02) 6239 9800

Parish Support: deborah.foote@cg.org.au or phone (02) 6239 9807

Relevant documents

Check list: NSW Parishes – WWCC verification and record keeping

Check list: ACT Parishes – WWVP verification and record keeping