

## CAC Safe Ministry Requirements 2023

Hi! Thank you so much for expressing an interest in being involved in ministry to vulnerable people.

Before you may commence involvement in this ministry Campbelltown Anglican Churches (CAC) is required to verify that you:

1. Provide your Working With Children Check (WWCC) Number
2. Complete Safe Ministry Training
3. Complete a Safe Ministry Check

If you already have evidence of currency in these things, please forward it to [office@campbelltownanglican.org](mailto:office@campbelltownanglican.org) and we will complete our records so you will be able to participate in this ministry.

If you have not completed these requirements, please see the Extra Information below or contact us if you are not sure how to go about organizing this.

If you need any help completing any of these steps or would like to discuss them in more detail before completing them, please let me know or you can contact our Safe Ministry rep on: [safeministryrep@campbelltownanglican.org](mailto:safeministryrep@campbelltownanglican.org)

### Extra information:

1. If you already have an Employee's WWCC then you may provide that. Otherwise you are able to apply for one through Service NSW. The Volunteers WWCC is free and is all that is required for ministry at church in an unpaid capacity.

You can start the application process here:

<https://www.service.nsw.gov.au/transaction/apply-working-children-check>

2. Safe Ministry Training may be completed online or face to face.

Please contact us if you have any questions about the training or about which course is appropriate for you, or if you would like information about face-to-face training.

The link for online training is: <https://safeministry.training/online-training-information/>

If finances are a limiting factor, please let us know as CAC can purchase a course code for you.

### PLEASE NOTE:

Safe Ministry Training can contain content that may cause distress. It includes discussion of topics such as child abuse, family and domestic violence, abuse of power and bullying. Please contact the Safe Ministry Team (Professional Standards Unit), a member of the ministry team or our safe ministry representative if this training may cause concern.

3. The Safe Ministry Check consists of completing a form either online or in paper form, which will then be verified by Jason Veitch, NOT the Safe Ministry Representative. Let us know if you need a paper form, otherwise you may complete it online by clicking on the link below.

Please read all the information on the page before entering the Safe Ministry Check church ID code into the field at the bottom of the page to commence the Safe ministry Check online.

<https://safeministry.org.au/volunteer-smc/>

It requires a reference from a Senior Minister or ministry supervisor who has known you for two years. You should know that all your responses are private and will only be seen by Jason Veitch or a delegate of mine from the pastoral team. All information will be stored securely after I have cleared you to work with children.

To fill out the form you will need:

- For the church code please use: **60201** for St Peters. **60202** for St Andrews.
- Your WWCC (if you have one) and expiry date.
- An electronic copy of an ID document. Taking a picture of these documents (or scanning them) is fine. Your ID should be of ONE of the following:
  1. A current driver's licence (both sides),
  2. your birth certificate;
  3. a current Australian passport;
  4. an Australian citizenship document or Australian immigration papers;
  5. a current student identity card from an educational institution;
  6. or equivalent form of identification.
- If you have been at our church for more than 2 years then I am able to provide your reference. If you have attended less than 2 years, please provide details of the Senior Minister from your last church. If you have not attended a church then please provide details of an adult person who has known you for more than 2 years, and is not a member of your family, who can attest to your character and suitability to work with children and youth.
- For the senior minister information please put my name (Jason Veitch), my email [jasonveitch@campbelltownanglican.org](mailto:jasonveitch@campbelltownanglican.org) and Position: Senior Minister