

REQUIREMENTS TO OBTAIN A GREEN CARD TO TEACH SRE

SRE Teacher Regulations

It is important that we conform to the NSW Government requirements if we want to continue to be a recognised supplier of SRE in our local public schools. Each year the Secretary of the Co-ordinating Conference is required to sign a guarantee that all our SRE teachers conform to the NSW Government's standards ensuring that all the Christian Community Churches of Australia SRE Teachers have conformed to the guidelines. Following are the steps SRE Teachers need to take to receive an Authorised Name Tag.

1. A SRE Engagement Form (attached) must be filled in and signed by the Elders of the Church. A copy is then sent back to the Secretary of the Co-ordinating Conference and the original is kept in the Church Office. This form is a declaration of commitment to the Christian Community Churches of Australia policies and a declaration that they have not committed any criminal offences. The Elders are signing to authorise that the person is suitable to teach SRE on behalf of their church.
2. All SRE teachers need to apply for a Working With Children Check required under the *Child Protection (Working with Children) Act 2012*. This indicates that the SRE teacher is not a person prohibited from applying for or remaining in child-related employment based on a criminal history. To conform to the Working with Children Check legislation there is a 3 stage process
 - a. Register your church as an Employer of Children workers.
(<http://www.kids.nsw.gov.au/Working-with-children/New-Working-With-Children-Check/apply> - To register hit the "Register" icon)
 - b. Have your SRE teachers complete the Working With Children Check.
(<http://www.kids.nsw.gov.au/Working-with-children/New-Working-With-Children-Check/apply> - Hit the "Apply for your Check" icon)
Once you have completed the on-line form, you'll get an application number which needs to be taken to the RMA (Road & Marine Authority – RTA) to allow yourself to be identified. Once you have been identified, the check will be completed and you will get a letter / email confirming if you are cleared or barred.
 - c. Once you have your WWCC number, the church enter this into their WWCC portal.
(<http://www.kids.nsw.gov.au/Working-with-children/New-Working-With-Children-Check/apply> - To update your church profile and add workers hit "Employer log in and verify" icon.)
3. As of 2012, the Department of Education require that we post a copy of all curriculum that is taught by our SRE teachers on a public web site. At this stage we have provided links to the "Connect" and "God Space" material that is used by the majority of our SRE teachers. We would recommend that these materials be used as the basis of SRE classes. If you choose to teach outside of these materials, you'll need to supply a full and detailed curriculum that we can post on our web site on your behalf.

4. All SRE Teachers now must be accredited which includes
 - a. Completing a Child Protection Course.
 - b. Completing a SRE accreditation course. If you contact our office, we can organise for this course to be run for new SRE teachers.

5. SRE teachers are required to undergo yearly up skilling. We provide additional courses on a yearly basis to help SRE teachers in this area. We will also endeavor to keep SRE teachers aware of other appropriate courses being run in your regions by other denominations.

The filling in and submission of the SRE engagement form is held in our records as evidence that SRE teachers have conformed to the SRE teaching regulations and requirements. Completed forms are to be:

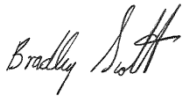
Posted to
Bradley Scott
CCCAust(NSW)
27 Alex Ave
SCHOFIELDS, NSW 2762

or

Emailed to
brad@ccaustnsw.com

On receipt of this completed form, the Green Authorisation Cards will be sent to the Elders for signing so it can be passed onto the SRE teacher.

Warm Christian Regards



Bradley Scott

SRE ENGAGEMENT FORM

KEEP THE ORIGINAL in your Church Office
POST A COPY TO:
CCCAust (NSW)
Attention: Brad Scott
27 Alex Ave, SCHOFIELDS, NSW 2762

SPECIAL RELIGIOUS EDUCATION TEACHERS' ENGAGEMENT FORM

Name (please print in full)

Home Address

Contact Telephone Email

Church

Authorising Elders.....

.....

General Conditions:

1. I agree to carry out my task as a volunteer SRE teacher in accordance with the principles and policies of the Christian Community Churches of Australia (CCCAust) and the guidelines of the NSW Department of Education. I undertake to exercise due care for the safety and behaviour of students when teaching or supervising them. The teaching given to students in the SRE classroom must at all times be of the highest quality possible.
2. I acknowledge that the CCCAust have special responsibilities to the students, their parents, and carers and to the school authorities because of the opportunities given to the CCCAust Churches to instruct students in Special Religious Education.
3. I agree to carry out my tasks as an SRE teacher in accordance with the conditions on this form.
4. I wish to volunteer my services on the above basis to the CCCAust and acknowledge that I am responsible to the above named authorising elders, and their successors.

Please turn over

Volunteer Undertaking

I of
 (Name) (Residence)

do solemnly and sincerely declare that:

- (a) I have never been convicted for any criminal offence which involves
 - a. An act of violence towards another person
 - b. A crime against a minor
 - c. Sexual assault
 - d. Provision of prohibited drugs
- (b) I understand that I may be asked to agree to having a police check
- (c) I agree conform to the requirements of the Working With Children Checks in accordance with The Commission for Children and Young People Act, 1998 (the Act)
- (d) I understand that should I fail to meet my commitments as set out above, I could be asked to withdraw from SRE teaching and my authorisation be withdrawn.
- (e) If I am charged with any crime referred to in 3(a) or if I am under investigation by the police or officers of the Department of Community Services or the Department of Education and Training, I will notify my elders immediately.

And I make this solemn declaration, as to the matter (or matters) aforesaid, according to the law in this behalf made – and subject to the punishment by law provided for any wilfully false statement in any such declaration.

Declared at: on
 (Place) (Date)

.....
 (Signature of declarant)

In the presence of an authorized witness, who states:

I,, a
 (Name of authorised witness) (Qualification of authorised witness)

(a justice of the peace; a notary public; a solicitor or barrister with a current New South Wales or interstate practising certificate; a commissioner of the court for taking affidavits; and a person by law authorised to administer an oath.)

certify the following matters concerning the making of this statutory declaration by the person who made it: [** please cross out any text that does not apply*]

- 1. *I saw the face of the person OR *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
- 2. *I have known the person for at least 12 months OR *I have confirmed the person's identity using an identification document and the document I relied on was

.....
 (Describe identification document relied on)

.....
 (Signature of authorised witness) (Date)

Authorisation

Name: _____ (SRE TEACHER)

Is personally known to me / us and is authorised to teach Special Religious Education on behalf of our church.

In accordance with our duty of care they have

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|---|--------------------------|--------------------------|--------------------------|----------------------|-----------|--------------------------|--|--------------------------|---|--------------------------|
| <p>1. Applied for and been cleared to work with children by the NSW Office of the Children’s Guardian.</p> <p>Clearance No: _____</p> <p>Cleared until (date): _____</p> <p>2. Completed the Accreditation Course (by CCCAust(NSW) or equivalent)</p> <p>Certificate date: _____</p> <p>3. Completed the Child Protection Training Course (these need to be completed every 5 years)</p> <p>Course: _____</p> <p>Certificate dated: _____</p> <p>4. Agreed to undergo ongoing training to improve their classroom teaching skills.</p> <p>5. Agreed to use the following curriculum:</p> <table><tr><td>CEP Publications:</td><td>CONNECT</td><td><input type="checkbox"/></td></tr><tr><td>Baptist Publications</td><td>God Space</td><td><input type="checkbox"/></td></tr></table> <p>Other Course Please specify course and where we can link to this curriculum or please provide an outline of the teaching material so we can publish this on our web site.</p> <table><tr><td>We have provided a web link to the curriculum we use</td><td><input type="checkbox"/></td></tr><tr><td>We have provided a detailed outline of the Curriculum</td><td><input type="checkbox"/></td></tr></table> | CEP Publications: | CONNECT | <input type="checkbox"/> | Baptist Publications | God Space | <input type="checkbox"/> | We have provided a web link to the curriculum we use | <input type="checkbox"/> | We have provided a detailed outline of the Curriculum | <input type="checkbox"/> |
| CEP Publications: | CONNECT | <input type="checkbox"/> | | | | | | | | |
| Baptist Publications | God Space | <input type="checkbox"/> | | | | | | | | |
| We have provided a web link to the curriculum we use | <input type="checkbox"/> | | | | | | | | | |
| We have provided a detailed outline of the Curriculum | <input type="checkbox"/> | | | | | | | | | |

Signed (Elder) _____ Date _____

Signed (Elder) _____ Date _____