

NSW New Working with Children Check Application & Verifying Process

Apply online www.newcheck.kids.nsw.gov.au
or call (02) 9286 7219 & a support officer with complete the form for you.

Once form is submitted you will receive an
Application Number

Take the Application number and your ID to the RTA & Choose '**Other**' button at ticket machine
E.g. Drivers License, Passport, Rates Notice, Medicare Card, Full Birth Certificate etc.

- Paid employees pay a **fee of \$80**
- Volunteers are **free**

You will receive a 'Working with Children **Check Number**' either as an email or in the post from Office of the Children's Guardian.

Parish Office to forward the completed
Catholic Diocese of Parramatta's 'Working with Children Check Notification Form'
(Found under the forms section on the Diocesan website)
for Verification with Chancery Office to;

- Email: WWCC@parra.catholic.org.au
- Fax: 02 9630 4813
- Postal: Diocese OF Parramatta
C/O Loretta Ring
PO Box 3066
North Parramatta NSW 1750

The Chancery will notify the Parish by email which will contain;

- **Status of Applicant** – Cleared to Work, Application in Process or Barred
- **The Expiry Date** of the persons Working With Children Check