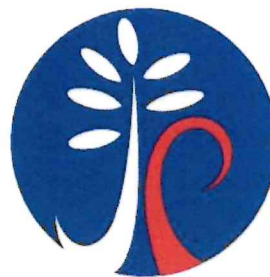


Thursday 15 October



**Jells Park Primary School**

ABN 91 351 071 238

17-33 Petronella Ave

Wheelers Hill

VICTORIA 3150

03 9560 6494

[www.jppts.vic.edu.au](http://www.jppts.vic.edu.au)

[jells.park.ps@education.vic.gov.au](mailto:jells.park.ps@education.vic.gov.au)

Dear Volunteers, Parents and Carers,

I'm writing to let you know about upcoming changes to the Working with Children Check (WWCC) system which will strengthen safeguards for children.

### Details

From 19 October 2026, schools must notify the Social Services Regulator (SSR) of the details of all the workers or volunteers that they engage to do child-related work through a new online system called WWCC Connect. This system will help the Social Services Regulator to see where people with WWCC Clearances are working and volunteering. It will also let them act faster if someone's WWCC Clearance stops being valid.

The SSR will also require all WWCC cardholders to complete a mandatory online child safety training module when their WWCC is next due for renewal (once every 5 years). It takes about 30 minutes and is separate (and different) to the school's child safety training for staff and volunteers.

### What This Means For You

At Jells Park Primary School we require all volunteers to have a valid WWCC under our volunteers policy. We are very grateful to the many volunteer parents and carers who help us with many student activities – in the classroom, on excursions, camps, at concerts, sports days and with our Foundation programs.

If you help at our school in a volunteer role with direct contact with children we will enter your details into the new WWCC Connect system. We will do this when you start and finish volunteering, and at any time your details change. Only the school can enter this information, you cannot do it yourself.

### What We Need From You

If you volunteer at Jells Park Primary School in a role that works directly with children, please fill in the table below and return it to our office or via our email address [jells.park.ps@education.vic.gov.au](mailto:jells.park.ps@education.vic.gov.au) by Friday 30 October 2026. You can also arrange a copy of this form to be sent home/collected from the office or fill it out at the office.

|                                      |  |
|--------------------------------------|--|
| <b>Name (on your WWCC Clearance)</b> |  |
| <b>Address</b>                       |  |
| <b>Phone Number</b>                  |  |
| <b>Email Address</b>                 |  |
| <b>WWCC Number</b>                   |  |
| <b>WWCC Expiry date</b>              |  |

**Privacy notice:** The department is collecting your personal information to meet requirements under the *Worker Screening Act 2020*. We will share this information with the Social Services Regulator, and with others where the law allows it. You can ask to see or correct your personal information by contacting the school office. To learn more, please read the privacy policy at [vic.gov.au/schools-privacy-policy](https://vic.gov.au/schools-privacy-policy).

If you are a volunteer in a role that does not work directly with children or are exempt from holding a Working with Children Clearance, we may ask you to complete the [Consent Form – Connecting your Working with Children Clearance to our school](#) to collect your WWC Clearance details and obtain your consent to notify the Social Services Regulator through WWC Connect.

Thank you for your help with these changes to support our culture of child safety, and for all the support you give our school as a volunteer.

If you have any questions about the changes, visit [Working with Children \(WWC\) Connect | vic.gov.au](#) or contact us on 9560 6494.

Claire Bartlett



Jells Park Primary School Business Manager