



OUR LADY STAR OF THE SEA PRIMARY SCHOOL

Volunteer Application Form

Thank you for your interest in becoming a volunteer with Our Lady Star of the Sea Primary School. Our volunteers are integral to the school experience for our students and they provide an important link to the community. We welcome your inquiry about volunteering and hope you will find the experience rewarding.

APPLICATION PROCESS

1. Application form

The Child Safe Standards require schools to gather, verify and record a person's history of work involving children. The school takes child safety very seriously and for this reason, potential volunteers are required to list their entire work history, including any volunteer work, involving children.

If you would like to submit your interest for a volunteer role within our school, please complete the application form and return it to us.

2. Interview

It is school practice for all potential volunteers to be interviewed prior to commencing any voluntary work. The interview is an informal discussion aimed at assessing the suitability of the person for the volunteer position, particularly child-connected work. It is also an opportunity for the potential volunteer to ask questions about the position and the school in general.

Potential volunteers should bring proof of personal identity to the interview.

3. Referee checks

The school takes child safety very seriously and for that reason we make it a practice to conduct referee checks for potential volunteers to assess their suitability to work with children. The referee check is a discussion between the school/college and the nominated referee for the purpose of addressing the person's suitability for volunteer work and for engaging in child-connected work.

4. Pre-engagement Checks

All volunteers at Our Lady Star of the Sea Primary School are required to apply for and pass a WWCC. If you do not already have a current WWCC, you will be required to obtain this prior to commencing volunteer work and present the WWCC card to the school as soon as practicable.

5. Induction

Volunteers are provided with an induction to the workplace as a supportive way of introducing them to the school. The induction process is an opportunity to communicate the school's ethos, policies and procedures to the new volunteer while introducing them to their role and work area.