

WORKING WITH CHILDRENS CHECK PROCESS

APPLY VIA - <https://service.vic.gov.au/services/working-with-children>

Type: Select Volunteer – (There will be no cost)

Role / Position: Select Volunteer Education Training for purpose / role (this doesn't matter)

Volunteer Organisation: Deans Marsh Community Cottage 10 Pennyroyal Valley Road, Deans Marsh VIC 3235. Email: Coordinator@deansmarshcottage.org.au Mobile: 0499 851 334

Before Starting You Will Need:

1. One of these documents:

- Australian passport — current or expired less than 3 years
- Australian birth certificate that is not handwritten
- Foreign passport linked to a valid Australian visa — national police check will count this as 2 documents
- Valid ImmiCard
- Australian citizenship certificate

2. One of these documents:

- Medicare card
- Australian driver licence or learner permit
- details from a bank account you use regularly — if you hold a foreign passport

One of these first 2 documents must have your photo. You can't use photos or scanned copies of the documents, use originals.

3. A third document that's different from the 2 you have above:

- Australian passport — current or expired less than 3 years, if you haven't used it
- Australian birth certificate that isn't handwritten
- Foreign passport linked to a valid Australian visa — national police check will count this as 2 documents
- Valid ImmiCard
- Australian citizenship certificate



- Medicare card
- Australian driver licence or learner permit
- a marriage certificate issued by Births, Deaths and Marriages — not the one you received on your wedding day.

SUBMIT TO THE COTTAGE PRIOR TO VOLUNTEERING

- Send your Police Check to coordinator@deansmarshcottage.org.au or bring a copy of your Police Check to the Cottage.