



Volunteer declaration form

Student protection / Conflict of Interest

As a volunteer engaged with a Diocese of Toowoomba Catholic school or working within the Toowoomba Catholic Schools Office, it is a requirement that you are aware of:

- student protection processes to ensure the safety and wellbeing of students; and
- your responsibility in declaring any conflict of interest or potential conflict of interest.

This will form part of your induction as a volunteer. Please complete the following:

For all volunteers	Sign once completed
I have received and read the Volunteer Code of Conduct and Student Protection Information for Volunteers brochure	
I have viewed the Volunteer and Visiting Service Provider induction module via the TCS website	
I have sought any clarification needed on content from the Principal, Student Protection Contact or the Student Protection Officer (if applicable)	
I have received and read the Conflict of interest declaration policy and know where to access the Declaration of interests – volunteers form on the Diocese of Toowoomba Catholic Schools website	
For volunteers engaged with a school: I am able to identify the Student Protection Contacts within the school: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____	

Important notice

By signing this form, I verify:

- (a) I have not been convicted of a serious offence; and
- (b) I agree to disclose any change to my (criminal) history to the school/Catholic Schools Office; and
- (c) I know no legal or moral impediment to my suitability to work with children.

Please note that all volunteers providing services to children require a current Blue Card **prior** to commencing volunteering, unless an exemption applies. For example, parents of current students at the school do not require a Blue Card to volunteer at the school.

Are you a parent of a current student in a school?	<input type="checkbox"/> Yes (Blue Card not required) If yes, name/s of students	<input type="checkbox"/> No (Blue Card required) Current card number _____ Expiry _____ Type (Paid/Volunteer/Exempt) _____ <input type="checkbox"/> Blue Card to be obtained
School where volunteering (if multiple schools, list all)		
Volunteer's name (please print)		Date of Birth
Volunteer's email		Phone No
Volunteer's signature	Date	Volunteer capacity (tick) eg Classroom ___ Tuckshop ___ Library ___ Grounds ___ Excursion ___ Coaching ___ Other _____
Principal/TCSO Supervisor name		
Principal/TCSO Supervisor signature	Date	

Once completed, and **signed by the school principal**, a copy of the form is to be retained at the school, who will then forward a copy to the Toowoomba Catholic Schools Office via tcs.bluecard@twb.catholic.edu.au. **Please keep a copy for your own records.**