

# Volunteers who do not require a WWCC clearance

Exempt volunteers include parents or close relatives who volunteer at their child's school (unless they are specified volunteers, see below), volunteers under the age of 18, including day-to-day reading helpers, and canteen helpers.

## Step 1

Complete the [WWCC Declaration for Volunteers and Non-Child Related Contractors](#)

## Step 2

Provide the school with:

- completed [WWCC Declaration for Volunteers and Non-Child Related Contractors](#)
- photo ID (see [WWCC – Guide to Identity Documents](#)). The school must check the ID details with the information provided by you but is **not** required to scan and store the ID.

# Specified volunteers who do require a WWCC clearance

Specified volunteers engaged by the school **must** hold a WWCC clearance to be engaged in child-related work. Specified volunteers include:

- Volunteers providing personal care services to children with disabilities involving intimate contact (such as assistance with toileting, bathing or dressing). This includes parent volunteers providing these services.
- Volunteers providing mentoring services as part of a formal mentoring program provided by a government or non-government agency.
- Volunteers attending overnight school excursions.
- Volunteers over the age of 18 who are not parents or close relatives of a child attending the school at which they are volunteering.

**It is your responsibility to apply for a WWCC clearance with the Office of the Children's Guardian (OCG). There is no fee payable for WWCC clearance for volunteers.**