

Working with Children Check FAQs

Plain Language

What is the Working with Children Check?

This is a Check run by the Department of Justice. It helps keep children safe. It helps prevent people who might be a risk to children from working with them.

If you pass the Check you get a photo ID card.

Why do I need a Working with Children Check?

You need to apply for a Working with Children Check if you want to work with or care for children as part of a job or activity.

This includes paid or volunteer positions.

There are some reasons why you may not need a Working with Children Check. For more information go to [Exemptions](#).

How long does the Working with Children Check last?

The Check lasts for 5 years.

During this time you will still be checked for new offences.

How do I apply for a Working with Children Check?

You can apply for a Working with Children Check at <https://www.workingwithchildren.vic.gov.au/>.

You need [ID documents](#) with your name, address, birth date and photo to prove your identity.

You need an email address.

More details can be found in the [How to apply for a Working with Children Check Step-by-Step Guide](#).

Is the Working with Children Check different to a Police Check?

Yes, a Working with Children Check is different to a Police Check. You may need to apply for both.

How much does a Working with Children Check cost?

Volunteers: Free.

Paid work: There is a fee for an Employee Check.

For up to date pricing go to [Application Fees](#).

What if I lose or damage my Working with Children Check card? What if my details change?

You can request a new card on the [Replace my card](#) page of the Working for Children Check website, or by logging into your [MyCheck](#) account.

There is a fee if you are replacing an Employee Check.

If your details change you have 21 days to update your details on the Working with Children Check website. Log in to your [MyCheck](#) account to update your details, or call the WWC Check Customer Support Line on 1300 652 879, 8:30am – 5pm, Monday to Friday.

Who will know the results of my Check?

Your employer or volunteer organisation **will** be told:

- if you pass or fail the Check
- if your Working with Children Check is taken off you.

Your employer or volunteer organisation **will not** be told:

- the details of any criminal records
- findings from a professional disciplinary body
- relevant VCAT decisions.

The organisations that process your data follow privacy and confidentiality laws.

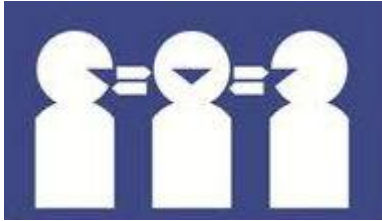
You need to apply for a WWC Check before you start working with children.



More information can be found here:

<https://www.workingwithchildren.vic.gov.au/about-the-check/resources>

More information



Translating and Interpreting Services

Call 13 14 50

Ask them to call the Working with Children
Check Customer Support Line
on 1300 652 879



National Relay Service

Call 133 677 for TTY / voice calls

or

1300 555 727 for Speak and Listen



Website

<http://www.workingwithchildren.vic.gov.au/>



Phone WWC Customer Support Line

1300 652 879

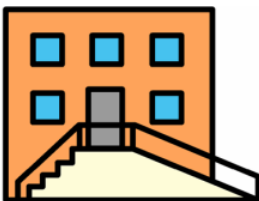
8:30am – 5pm Monday to Friday

not on public holidays



Email

workingwithchildren@justice.vic.gov.au



Address

Working with Children Check Unit

Department of Justice and

Community Safety

GPO Box 1915

Melbourne VIC 3001