

## MINISTRY INDUCTION

### REGISTER YOUR DETAILS

You are asked to register your details (if you have not already done so) to be recorded on our parish database. This will enable the parish to keep a record of your current safeguarding checks.

### ACTION

- **Register your details with the parish.**

*The parish upholds the principles contained in the Catholic Archdiocese of Melbourne Privacy Policy.*

### SAFEGUARDING CODE OF CONDUCT

Establishes clear expectations for appropriate behaviour with children and young people. All clergy, employees and volunteers engaged in parish ministry in the Catholic Archdiocese of Melbourne need to comply with the Code of Conduct.

### ACTION

- Read and agree to abide by the **Safeguarding Code of Conduct Declaration.**
- Seek clarification if needed.

*Visit the **Parish website** to read the Parish Safeguarding Policy and for other resources.*

### WORKING WITH CHILDREN CHECK

Is a screening process for assessing or re-assessing people who work with or care for children and vulnerable adults. All clergy, employees and volunteers in parish ministry in the Catholic Archdiocese of Melbourne are required to have a current check.

#### **Our volunteer organisations:**

##### ***Parish name:***

Camberwell and Balwyn Deepdene Parishes **or**

Surrey Hills Wattle Park Parish

##### ***Address:***

19 Brenbeal Street, Balwyn VIC 3103

***Telephone:*** 03 9816 9291

***Email:*** [cbdparish@cam.org.au](mailto:cbdparish@cam.org.au)

***Reason code:*** 64 – Religious

### ACTION

Apply for a check online:

- Visit **Working with Children Check Victoria.**
- For assistance to complete the check, contact the **Parish Office.**

**or**

Update your details on a current check to include our parish as a volunteer organisation:

- Notify the **Parish Office.**
- Visit **Working with Children Check Victoria.**
- Or visit **Registered teacher with VIT card.**