



Form: Working with Children Check (WWCC) details - priests visiting from other Australian States and Territories

This form should be filled out for all visiting clergy from other Australian states and territories prior to providing religious services within the Catholic Archdiocese of Sydney.

This form should be kept regardless of whether the visiting priest is cleared to work with children.

A. Visiting priest's details

Full name _____

Date of birth _____

Date ordained as a priest _____

Current Diocese /
Religious Congregation _____

Church Authority (Bishop/Vicar General/Provincial) _____

Parish(es) of the Archdiocese of Sydney in which religious services are to be provided during visit _____

Date(s) of visit _____

B. Details of visit to the Archdiocese of Sydney

1) Is this your first visit to NSW to provide religious services this calendar year?

YES, and it is for a period of less than 30 days* (no WWCC number is required)

*Please fill out the Declaration by Priest and arrange for the Statement by your Church Authority to be completed and go straight to **section F.***

YES, and it is for a period of more than 30 days* (WWCC number or WWCC application is required)

*Please provide details of your NSW WWCC or WWCC application number in **section C and/or D.** Please see the attached fact sheet from the Office of the Children's Guardian for further details on applying for a NSW WWCC.*

No

Please proceed to question 2.

***NOTE:** the period of 30 days refers to the actual days spent providing religious services, eg celebrating Mass, hearing confession etc. If you are in Australia for more than 30 days but only provide religious services for 5 days, you will not require a NSW WWCC.

2) At the end of this visit, how many days will you have spent providing religious services in NSW this year?

Less than 30 days

Please proceed to question 3.

More than 30 days. (WWCC number or WWCC application is required)

*Please provide details of your NSW WWCC or WWCC application number in **section C and/or D**. Please see the attached fact sheet from the Office of the Children’s Guardian for further details on applying for a NSW WWCC.*

3) Do you hold a working with children clearance for the state or territory in which you reside?

YES

*Please provide details of that working with children clearance so that we can verify it in **section E**.*

NO, I am exempt from holding a working with children clearance in the state or territory in which I reside.

Please provide details of the reason for the exemption below.

*Please fill out the Declaration by Priest and arrange for the Statement by Church Authority to be completed and go straight to **section F**.*

NO, I am not exempt from holding a working with children clearance in the state or territory in which I reside, however I do not have one. **(WWCC number or WWCC application is required)**

*Please provide details of your NSW WWCC or WWCC application number in **section C and/or D**. Please see the attached fact sheet from the Office of the Children’s Guardian for further details on applying for a NSW WWCC.*

C. Priest’s WWCC details

WWCC number

WWCC expiry date

*Please proceed to **section F***

FOR CHANCERY USE ONLY:

Status following verification on Children’s Guardian website (circle correct option)

Cleared

Barred

Interim bar

Not found

D. Priest's WWCC application details

This section only needs to be complied if the priest has applied for but not yet obtained a WWCC number.

WWCC application number _____

*Please proceed to **section F**.*

FOR CHANCERY USE ONLY:

Status following verification on Children's Guardian website (circle correct option)

Application pending

Not found

Once the Children's Guardian has reviewed the application, the **section D** must be completed before the applicant is able to be employed or engaged.

E. Priest's interstate WWCC details

State or Territory _____

WWCC number or other details

WWCC expiry date _____

FOR CHANCERY USE ONLY:

Details of status following verification of WWCC

F. Documents provided by priest

You must provide the following completed documents to the Vicar General:

- Declaration by a priest intending to work in the Catholic Archdiocese of Sydney
- Statement by Church Authority relating to Professional Standards

G. Notes/further comments

