

## Policy

This policy is to ensure the suitability and clearance of SKG Services employees (and sub-contractors) required to work where there are children present (Identified as Working with Children). NSW Child Protection (Working with Children) Act 2012 (latest issue date 24 March 2021) aims to reduce the risk

of abuse to children by establishing the Working with Children Policy.

The check is a screening mechanism to reduce the likelihood that unsuitable people work in child related employment. SKG Services accepts the full requirement of the Act when placing field staff and sub-contractors in locations where there are children present. Children, in terms of the Act means from pre-school to teenagers up to the age of 18 years.

This policy sets out SKG Services' requirements for site staff to be able to work with children.

## The objectives of the policy are to:

- Ensure the safety of children in their places of learning, sport, and recreation.
- Ensure the suitability of employees and job applicants for direct and indirect contact with children as part of their employment at SKG Services.
- Prevent persons convicted of sex offences, acts of indecency, child abuse or child pornography, kidnapping, murder, or manslaughter of a child, or child's parent from working in child related employment.
- Employees, and contractors undertaking work involving contact with children, where that contact is not directly supervised.
- Build a workforce for both cleaning and security that meets WWCC requirements that can be deployed to the full range of sites serviced through contracts with clients.

## Working with Children Check Policy

SKG Services staff who will be undertaking work with children in an unsupervised capacity are required possess a WWC certificate.

As part of SKG Services' recruitment process, all recommended applicants for positions determined as child-related employment are screened to assess their suitability for working with children. Applicants must be able to present a WWCC proof of clearance before offered employment. For existing site staff who are deployed to sites where children are present, are also required to secure a WWCC proof of clearance.

Applicants or existing staff members who decline to apply for a WWC clearance may still be offered employment or continue to be employed but will not be deployed in locations where they will encounter children, in an unsupervised capacity.

Completed clearances are uploaded to our digital SKGenius portal.

NSW residents can apply online for WWCC via Service NSW – Victorian residents can apply online via Service Victoria.