



Working with Children Clearance scheme (also known as an Ochre Card)



Important changes to the application forms

What is changing?

The Working with Children Clearance (WWCC) application form has been updated to provide clearer information about how SAFE NT collects, uses, checks and shares information when assessing applications and clearances.

The new forms includes clearer information about:

- ✓ how your personal information is collected and used
- ✓ how your information is checked
- ✓ who SAFE NT may share information with
- ✓ why information may be shared with worker screening agencies across Australia
- ✓ criminal history checks across Australia
- ✓ ongoing monitoring while you hold a clearance
- ✓ your responsibilities as a clearance holder

What is NOT changing?

The purpose of the WWCC remains the same.

SAFE NT will still assess whether a person is suitable to work or volunteer with children in the Northern Territory.

The assessment process and safety checks remain focused on protecting children.

What information may be checked?

SAFE NT may check information from:

- you
- police agencies
- courts
- child protection authorities
- worker screening authorities
- employers
- other relevant government agencies.

This helps SAFE NT make fair and informed decisions about Working with Children Clearances.

National criminal history checks

The new form clearly explains that SAFE NT will conduct a national criminal history check.

This means information may be checked through systems used by police and screening agencies across Australia.

Information sharing between states and territories

Sharing information between jurisdictions helps ensure that relevant worker screening information and decisions made in one state or territory can be taken into account by screening agencies in other jurisdictions. This supports the national "banned in one, banned in all" approach.

This helps keep children safe across Australia.



What does consent mean?

The consent section has been updated to better explain how your information may be collected, used, shared and monitored when assessing your application and ongoing suitability to hold a WWCC.

By signing the application form, you consent to SAFE NT undertaking checks and information sharing permitted under legislation for worker screening purposes.

This may include sharing relevant information with authorised worker screening agencies in other Australian states and territories where permitted by law.



Ongoing monitoring

If you are granted a WWCC, SAFE NT may continue to receive relevant information while your clearance is active. This helps SAFE NT to reassess a WWCC if new information becomes available.

This may include:

- new criminal charges
- court outcomes
- screening decisions made in other Australian jurisdictions.

This allows SAFE NT to reassess a clearance if required to help protect children and maintain the integrity of the screening system.



Self-disclosure questions

The application form includes questions about matters that may affect your suitability to work with children.

Applicants must disclose information relating to:

- child protection matters
- criminal history outside Australia
- disciplinary findings
- family violence matters
- sex offender reporting requirements
- matters currently before a court.

Answering “Yes” does not automatically mean your application will be refused, as SAFE NT considers the circumstances of each application individually.

SAFE NT may ask for more information before making a decision.



Your responsibilities

If you hold a WWCC, you must tell SAFE NT if:

- your name changes
- your contact details change
- you are charged with an offence that you are required to report to SAFE NT
- you become subject to disciplinary action
- another matter arises that may affect your suitability to hold a WWCC.



How is my information protected?

SAFE NT handles your personal information under the authority of the *Care and Protection of Children Act 2007* (NT) and in accordance with applicable privacy and information management laws. Information will only be collected, used and shared for purposes authorised by law and related to the administration of the Working with Children Clearance scheme.



Can I access my information?

Yes. You can ask to:

- access your personal information
- correct information if it is inaccurate.

You can also raise concerns or make a complaint about how your information has been handled.

NEED HELP?