

FAQs for existing staff around the additional questions in relation to the Vulnerable Children's Act that will be asked as part of the application process

Vulnerable Children Act 2014: Worker Safety Checks

The Vulnerable Children Act 2014 sets clear expectations for consistent safety checking across the children's workforce so that people who work with children will keep them safe. Waitemata DHB is committed to having all of their children's workforce safety checked, and if applying for a position with us within the children's workforce, you can expect that safety checking will be completed prior to employment.

Who does safety checking apply to?

Safety checking will apply to everyone to be employed (or contracted) by Waitemata DHB who, as part of their role, will be required to have contact with and deliver services to children (up to age 18).

If I already work here why do I need to be safety checked every three years?

This is part of the legislation and a requirement for the DHB to continue this checking every 3 years.

What do I need to do every three years to be safety checked?

You will need to give permission for the DHB to get a police check and you will need to verify your identification.

What does rechecking involve?

Safety checking involves a number of elements that run throughout the recruitment process including:

- Identity verification – you will need to provide proof that you are who you say you are. We will need to sight two forms of identification including Passport or Birth Certificate, and Driver's licence or some other form of photo id.
- NZ Police vetting.

What happens if I started in a role that was not a Children's worker and I transfer to a role that is a children's worker?

You will need to do the safety checking as part of the recruitment into that role which includes

- Identification Check
- Interview questions
- Reference checks
- Police vetting

What happens if I have a criminal conviction or something in my past that may affect my suitability for work as a children's worker?

As part of your application process you will be asked to declare any previous convictions, current charges, or investigations underway (except those which you are eligible to conceal under the provisions of the Criminal Records (Clean Slate) Act 2004). You will also be asked whether you have ever been subject to professional or other disciplinary inquiry. It is important that you are honest in declaring any incidents when asked, so there are no surprises arising from the police vetting or reference checking processes. These declarations will be taken into consideration along with all other aspects of the recruitment process when completing the risk assessment. Any offer of employment will be subject to receiving satisfactory police vetting clearance prior to commencement.

Can I choose to opt out of any aspects of the worker safety checks?

If you are working in a role within the children's workforce, it is a legal requirement for these re-checks to be completed. If you are not willing to provide the required information, or respond to any questions asked as part of this process, we will not be able to progress your application **and you could be terminated.**

How can I find out more about the Vulnerable Children Act 2014 and its implementation?

For more information visit the Children's Action Plan website: www.childrensactionplan.govt.nz

A copy of the Act can be found at: www.legislation.govt.nz/act/public/2014/0040/latest/whole.html

