Working with Children Check
Queensland's blue card system

E

Valid for lodgement until 31 March 2020

Exemption card application

Working with Children (Risk Management and Screening) Act 2000

This form is to be completed by Queensland registered teachers and Queensland police officers proposing to start or continue in child-related employment.

If you are working at a Queensland State School, you must complete the QSS form 067.

Part A – Exemption status
(to be completed by the applicant)

Please indicate if you are a Queensland:

- ☐ Registered teacher; or
- ☐ Police officer

Record teacher registration/police identification number

Part B – Child related activity details
(to be completed by the organisation)

1. Please select the type of child-related employment for which a blue card is required:
   - ☐ Paid employee
   - ☐ Volunteer
   - ☐ Student
2. Is this application associated with NDIS?
   - ☐ Yes ☐ No

Part C – Organisation details
(to be completed by the organisation)

1. Name of organisation
   Special Olympics Queensland
2. Organisation ID number *(if known)*
   256014
3. Postal address of organisation
   22 Pilny Street
   CAMIRA Postcode 4300
4. Contact person's name
   Annette Dundas
5. Contact person's position
   State Membership Co-ordinator
6. Telephone 0 7 3 2 8 8 3 5 2 8
7. Email annetted@specialolympics.com.au

Part D – Category of child related activity
(to be completed by the organisation)

Information about categories of child-related employment and whether any exemptions apply is available from www.bluecard.qld.gov.au.

Please select the type of child-related activity to which the employment relates:

- ☐ Child accommodation services including home stays
- Child care
  - ☐ Staff member of an education and care or QEC service (e.g. long day care, outside school hours care, kindergarten, occasional care, limited hours care)~
  - ☐ Other (e.g. nanny, babysitter)
- ☐ Churches, clubs and associations
- ☐ Education programs conducted outside school (suspended or excluded students or flexible arrangements under the *Education (General Provisions) Act 2006)*
- ☐ Emergency services cadet program
- ☐ Health, counselling and support services (including disability services)
- ☐ Licensed care services
- ☐ Non-State Schools/independent school (other than registered teachers and parents)
- ☐ Paid private teaching, coaching or tutoring
- ☐ Religious representatives
- ☐ Residential facilities
- ☐ School boarding houses
- ☐ School crossing supervisors
- ☐ Schools, other than EQ staff or volunteers (e.g. P&C, cleaner)
- ☐ Sport and active recreation

~ If you apply under this category, information about your blue card status may be provided to certain regulatory, supervisory or governing bodies.

Queensland Government

Applicant's name

Part E – Applicant's details (to be completed by the applicant)

1 Title Mr ☐ Mrs ☐ Miss ☐ Ms ☐
Other

2 Full legal name
Family name
First name
Middle name
No middle name (please tick) ☐

3 Do you have a previous name, or have you been known by any other name?
Yes ☐ ▶ (record details below) No ☐
It does not matter how long ago you used the name or how long the name was used for e.g.
- birth name
- name before marriage
- married name
- alias
- change by certificate
- adoption
- changed order of name

Family name
First name
Middle name
If you require more space, please tick this box ☐ and attach a separate list.

4 Gender

5 Date of birth D D M M Y Y Y Y

6 Place of birth
Town/City
State/Territory
Country

7 Current postal address (within Australia)
Postcode

8 Current residential address (if different to above)
Postcode

9 Telephone number
Daytime
Mobile

10 Email

11 Do you identify as? (if applicable)
☐ Aboriginal ☐ Torres Strait Islander
☐ Aboriginal and Torres Strait Islander
☐ Prefer not to state

12 Previous blue/exemption card number (*if applicable*):
/

13 Are you, or have you ever been a: (please tick)
☐ Foster or kinship carer
☐ Health practitioner
☐ Operator/supervisor/carer of a child care or education service
☐ Teacher

14 Applicant's declaration

I declare that:
- I am the applicant named in this form and have not omitted any names or aliases that I use or have used in the past;
- the information and identification documents provided by me for this application are true and correct and I understand it is an offence to provide a false or misleading statement or document;
- I consent to information from any police, court, prosecuting authority or other authorised agency being obtained and for the police, courts, prosecuting authority or other authorised agency to disclose any information for the purposes of assessing my eligibility to work with children including ongoing checks while my application/exemption card remains current;
- I understand that the information obtained includes but is not limited to details of convictions^ and pending or non-conviction charges* or information on the circumstances relating to offences committed or allegedly committed by me, regardless of when and where the offence or alleged offence occurred;
- I am a registered teacher or police officer proposing to start or continue in regulated employment and am not entitled to an exemption on the basis of that regulated employment; and
- I understand and will comply with my blue card obligations including that I must notify Blue Card Services within 14 days if I change my name, contact details, or my child-related employment ends.

Sign inside the box.
Please do not touch or go outside the lines.

Date of signature D D M M Y Y Y Y

Applicant's name

Part F – Proof of identity (to be completed by the organisation)

The organisation must check **two current, original** identification documents from the applicant which collectively show the **applicant's full name, date of birth and signature**. The applicant's details on their identification documents must match the details provided in Part E.

One of the following combinations must be used: **EITHER**

List 1 + **List 1** **(one must show a signature)**

OR

List 1 + **List 2** **(one must show a signature)**

If one of the valid identification combinations above cannot be provided, complete and attach a *'Request to consider alternative identification'* form.

If the applicant resides more than 50km from the organisation or has a disability which affects their mobility, complete and submit a *'Confirmation of identity'* form.

Please indicate which identification documents have been sighted by placing a ☑ in the box.

LIST 1

SIGNATURE DOCUMENT

☐ Driver licence/learner permit/proof of age/photo identification card

Licence/reference No: _____

Issued in the state of: _____

☐ Australian Passport (current or expired in the last 2 years)

NON-SIGNATURE DOCUMENT

☐ Birth certificate (or extract)

☐ Proof of Australian citizenship or permanent residency

☐ Overseas Passport (current)

Country of issue: _____

LIST 2

SIGNATURE DOCUMENT

☐ Pension Concession card/Department of Veterans' Affairs Entitlement card/Seniors Health card/Health care card/ any other current financial entitlement card issued by Department of Human Services.

☐ Credit card or bank card *(do not attach copy)*

☐ Positive Notice Blue or Exemption card

☐ Student identification card issued by an education institution (with photo and signature)

☐ Queensland Gaming Machine Licence

NON-SIGNATURE DOCUMENT

☐ Medicare card

☐ Queensland crowd controller/private investigator/ security officer licence

☐ Passbook or account statement issued by a financial institution dated in the last 6 months

☐ Australian taxation assessment notice dated in the last 6 months

☐ Queensland Licence issued under the *Weapons Act 1990*

If possible, please attach a photocopy of the documents sighted for verification purposes (excluding credit or bank cards).

Part G – Organisation declaration (to be completed by the organisation)

IMPORTANT NOTE: This section must be completed by the organisation's representative irrespective of whether or not the organisation can sight the identification documents.

I declare that:

- I understand that it is an offence to provide a false or misleading statement or document;
- I am authorised to submit this application on behalf of the organisation;
- the applicant is proposing to start or continue in regulated employment and an exemption does not apply; and
- I have either:
  - checked the details provided in this form and confirmed they match those on the identification documents sighted; or
  - delegated this responsibility to a prescribed person and have attached the '*Confirmation of identity*' form.

Signature of representative

Date of signature D D M M Y Y Y Y

Name of representative

Position of representative

Applicant's name _____

Privacy Notice

The Department of Justice and Attorney-General (DJAG) is collecting your personal information under the *Working with Children (Risk Management and Screening) Act 2000 (WWC Act)*. Where relevant, DJAG will disclose personal information to organisations you work for or provide services to about whether you have a current application for, or hold a current blue/exemption card; the outcome of this application which may include its withdrawal or negative notice, or if your blue/exemption card is subsequently suspended or cancelled. DJAG publishes confirmation about whether your blue card is valid. DJAG will use and disclose your personal information to assess your application for a blue/exemption card and will disclose your personal information to courts, law enforcement agencies, disciplinary or supervisory bodies or anyone you have agreed for DJAG to discuss your application with. It may also be used to contact you with more information about your application and the Blue Card process. DJAG may use electronic communication for matters of information provision and collection of data for research purposes. Authorised users of the home-based care register, kept pursuant to the *WWC Act*, may also have access to your personal information. DJAG manages your personal information in accordance with the *WWC Act* and the *Information Privacy Act 2009*.

Important information

You can withdraw your consent to screening at any time before a decision is made.

A registered teacher means a person registered as a teacher under the *Education (Queensland College of Teachers) Act 2005*.

A police officer means a person engaged by the Queensland Police Service as a police officer under the *Police Service Administration Act 1990*.

After you have submitted an application for an exemption card, your application details will be forwarded to the Queensland College of Teachers or the Queensland Police Service, where appropriate.

Confirmation of your status as a registered teacher or police officer will be sought from the relevant agency and whether there is a need to undertake further employment screening in relation to your application.

If you have indicated that you are a registered teacher:
The Queensland College of Teachers may only advise that there is a need to undertake further employment screening where the Queensland College of Teachers is aware of any police information in relation to you.

If you have indicated that you are a police officer:
The Queensland Police Service may only advise that there is a need to undertake further employment screening about a police officer where the Queensland Police Service is aware that the applicant has been charged with an offence and the charge has not been finally dealt with.

No personal information about the specifics of a person's criminal history will be provided as part of this information exchange.

*Non-conviction charge means, whether a person was charged as an adult or a child, a charge: that has been withdrawn; that has been the subject of a nolle prosequi, a no true bill or a submission of no evidence to offer; that led to a conviction that was quashed on appeal; or upon which a person was acquitted or disposed of by a court otherwise than by way of conviction.

^Conviction/convicted means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred.

For more information about the blue card system and your obligations go to www.bluecard.qld.gov.au.

Application lodgement

Applications may be lodged by one of the following methods:

Scan and upload
www.bluecard.qld.gov.au/uploadform

By post
PO Box 12671, Brisbane George Street QLD 4003

In person
53 Albert Street, Brisbane QLD 4000

By fax
07 3035 5910

Blue Card Services, Department of Justice and Attorney-General

Scan and upload at www.bluecard.qld.gov.au/uploadform
PO Box 12671, Brisbane George Street QLD 4003
53 Albert Street, Brisbane QLD 4000
07 3211 6999 or 1800 113 611
07 3035 5910
www.bluecard.qld.gov.au