



# Volunteer declaration form

## Student protection / Conflict of Interest

As a volunteer engaged with a Diocese of Toowoomba Catholic school or working within the Toowoomba Catholic Schools Office, it is a requirement that you are aware of:

- student protection processes to ensure the safety and wellbeing of students; and
- your responsibility in declaring any conflict of interest or potential conflict of interest.

This will form part of your induction as a volunteer. Please complete the following:

For all volunteers	Sign once completed
I have received and read the Volunteer Code of Conduct and Student Protection Information for Volunteers documents	
I have viewed the Volunteer and Visiting Service Provider induction module via the TCS website	
I have sought any clarification needed on content from the Principal, Student Protection Contact or the Student Protection Officer (if applicable)	
I have received and read the Conflict of interest declaration policy and know where to access the Declaration of interests – volunteers form on the Diocese of Toowoomba Catholic Schools website	
For volunteers engaged with a school: I am able to identify the Student Protection Contacts within the school: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____	

### Important notice

By signing this form, I verify:

- (a) I have not been convicted of a serious offence; and
- (b) I agree to disclose any change to my (criminal) history to the school/Catholic Schools Office; and
- (c) I know no legal or moral impediment to my suitability to work with children.

Please note that all volunteers providing services to children require a current Blue Card **prior** to commencing volunteering, unless an exemption applies. For example, parents of current students at the school do not require a Blue Card to volunteer at the school.

Are you a parent of a current student in a school?	<input type="checkbox"/> Yes (Blue Card not required) If yes, name/s of students _____	<input type="checkbox"/> No (Blue Card required) Current card number _____ Expiry _____ Type (Paid/Volunteer/Exempt) _____ <input type="checkbox"/> Blue Card to be obtained
COVID-19 Vaccination status (please attach proof of vaccination)		
School where volunteering (if multiple schools, list all)		
Volunteer's name (please print)		Date of Birth _____
Volunteer's signature	Date _____	Volunteer capacity (tick) eg Classroom _____ Tuckshop _____ Library _____ Grounds _____ Excursion _____ Coaching _____ Other _____
Principal/TCSO Supervisor name		
Principal/TCSO Supervisor signature	Date _____	

Once completed, and **signed by the school principal**, a copy of the form is to be retained at the school, who will then forward a copy to the Toowoomba Catholic Schools Office via [tcs.bluecard@twb.catholic.edu.au](mailto:tcs.bluecard@twb.catholic.edu.au). **Please keep a copy for your own records.**