



VOLUNTEERING AT KINGSTON COMMUNITY SCHOOL

Responding to Risks of Harm, Abuse and Neglect - Education and Care - Fundamentals Course (RRHAN-EC)

What you need before you start

- A current individual email address.
- A computer or mobile with an internet connection.
- A recent web browser, like Google Chrome (50 or later), Internet Explorer (10 or later), or Firefox. If you don't have access to a computer please see the Community Library or the Front Office for help.

Register for a plink volunteer account

- Go to the website: <https://www.plink.sa.edu.au/pages/signup.jsf>
- Fill in your details:
 - in the field "Select Account type" select **Volunteer**
 - enter your email address (this will be your plink username), choose a password, and type in your name
- Select "I accept the terms of use and code of ethics"
- Select "Create Account"

Start the training

- Select the course "**Responding to Risks of Harm, Abuse and Neglect-Education and Care online course for volunteers (RRHAN-EC)**"
- Select "Online update for current staff: RRHAN-EC Fundamental course only"
- Select "Register"
- Select "Register" again
- Select "Open Module" when you're ready to start

Working with Children Check – Online Application

Individuals apply for their own check at:

<https://www.dcsiscreening.sa.gov.au/SCRequestApplicationIndividual>

Helpful information:

- in the field "Role Description" type Classroom Support, Breakfast Club, Governing Council etc.
- in the field "Screening(s) Required" select Working with Children Check
- in the field "Applicant Type" select Volunteer

Once you begin your application you will receive an email to activate your application, you will then receive a second email to set your password for your account. This password, combined with your username, will allow you to begin your application.

To complete your application you will need

- Information about your full legal name and any names you may have, including previous names, maiden name, names you have legally changed, aliases and informal names (like nicknames)
- Your current address and 10 years' of address history
- If you are verifying your identity online (100-point check), you will need an Australian driver's licence or permit, plus one of these:
 - Australian birth certificate or extract
 - Australian citizenship certificate
 - Australian passport.

Once approved, please forward a copy of the Working with Children Clearance to the school to file.

If you have any questions, please contact the school on 8767 2677.



Government of South Australia
Department for Education