

VOLUNTEER CRE TEACHER

Application Form



ABOUT THIS FORM

This form must be completed by all applicants who volunteer to teach Christian religious education (CRE) in Victoria.

The information provided will:

- provide an insight into the applicant's suitability to teach CRE in a state school context
- highlight an applicant's responsibilities as a CRE teacher
- remain confidential.

In addition to completing this application form, applicants are also required to undergo a Working With Children Check and National Police Records Check.

ENCLOSURES

- The ACCESS ministries Core Values document
- The ACCESS ministries CRE Child-Safe Policy
- Endorsement Guidelines for the CRE teacher's Minister
- A guide to completing the Working With Children Check.

TRAINING REQUIREMENTS FOR TEACHING CRE

All new CRE teachers are required to undertake Stage 1: Introduction to CRE and Stage 2: Teaching CRE training before they begin teaching. Stage 3: Progress Review is undertaken within the first six months of teaching.

One day of CRE Professional Development should be undertaken annually. Details of training opportunities will be forwarded to you and are updated regularly on the ACCESS ministries website: www.accessministries.org.au Go to the Christian Education page and follow the links.

ENTRY TO A SCHOOL

You will receive a CRE Identification Card when:

- your CRE application, Working With Children Check and Police Check have been processed
- the necessary approval has been obtained from the Minister for Education
- you have completed Stages 1 and 2 of CRE training and are allocated to a school.

Your name will also be forwarded to the Principal of the school/s where you will teach.

PRIVACY

Protecting your privacy and the confidentiality of your personal information is important to ACCESS ministries as it is fundamental to the way we conduct our ministry. From time to time, photos taken of CRE training activities may be used for promoting the program, on the ACCESS ministries website or in ACCESS ministries publications. Under no circumstances will the subjects in the photographs be personally identified without prior consent. A full copy of the ACCESS ministries Privacy Statement may be obtained from the ACCESS ministries office. All information from the National Police Record check will be treated confidentially. The information obtained from checking your police record may be shared with the Minister for Education's delegate as part of the approval-to-teach process.

APPLICATION CHECK LIST

You need to:

- Complete this form as part of Stage 1: Introduction to CRE
- Ask your Minister to sign the Endorsement section
- Complete the enclosed Working With Children Check Form and submit your application at Australia Post
- Complete the Stage 1 Assignment
- Please return the Application Form and Assignment to your CRE Support Officer
- Complete the enclosed Consent to Check and Release National Police Record and return this form to the ACCESS ministries office



PERSONAL INFORMATION

PERSONAL DETAILS

Name in full (please print):

.....
Given name Family name
Mr / Mrs / Ms / Miss / Rev / Dr / Ps

Preferred name:

.....

Date of birth: / /

Postal Address:

.....P Postcode:

Daytime phone number: (Other phone:)

(Mobile) Email:

In case of emergency please contact: Phone:

CHURCH DETAILS

The church I attend regularly is:

Denomination:

Address:

..... Postcode:

Phone: (Office) Email:

PREVIOUS CHURCH

Have you moved church in the last 12 months? If so, please provide details:

Church name:.....Phone:.....

QUALIFICATIONS

Qualification	Training/Accrediting Organisation	Date Completed

Please outline your reasons for offering yourself as a CRE teacher:

.....
.....
.....

How did you find out about CRE teaching?

- Current CRE teacher Church
 Web Other

Office Use:

ID No

WWCC OK

Nat Police Check OK

Sent DE&T

DE&T OK

Stage 1 & 2

Sent card

Check amendment



APPLICATION

CHILD PROTECTION DECLARATION

The CRE program is a safe place where children can explore their lives for meaning and can experience the love of God. Therefore, ACCESS ministries recruitment and selection procedures reflect our commitment to the safety and protection of children in the CRE program. A copy of the CRE Child-Safe Policy is included with this application.

- Have you been interviewed, questioned or charged by Police in relation to any offence of your own involving children, young people, violence, theft, alcohol or drugs?
 Yes No
- Have you been convicted of any offence of your own involving children, young people, violence, theft, alcohol or drugs?
 Yes No

If you answered 'Yes' to either question, please attach details.

Alternatively, you may choose to discuss this with an ACCESS ministries staff member.

You must inform the ACCESS ministries immediately if you are interviewed in relation to and/or charged with and/or convicted of any criminal matters of your own during the time you are a volunteer CRE teacher.

COMMITMENT

I have read the ACCESS ministries Core Values document and:

- I am pleased to offer myself as a volunteer CRE teacher
- I will undertake the necessary training and preparation required
- I agree with ACCESS ministries' aims, core values and basis of faith
- I agree to comply with the ACCESS ministries CRE Child-Safe Policy and to follow the Code of Conduct
- I recognise and am willing to accept the responsibilities of teaching CRE in a state school context and the authority of ACCESS ministries staff
- I agree to teach the CRE Curriculum
- I am aware that I will represent the church and ACCESS ministries and I agree that my conduct with children and adults will reflect positively a high standard of morality and ethics
- I agree to inform the ACCESS ministries office of changes to any details of my application
- I will inform ACCESS ministries office immediately if I am interviewed in relation to and/or charged with and/or convicted of any criminal matters of my own during the time I am a volunteer CRE teacher.

I hereby make application to the Minister for Education under section 2.2.11 (Special religious education) of the Education and Training Reform Act 2006, for approval to give religious instruction in State schools in Victoria.

If this application is approved, I agree, as a condition of approval, that if I am:

- (a) subsequently convicted or found guilty of a sexual offence involving a child, or
- (b) subsequently convicted or found guilty of, or engaged in other behaviour which, in the opinion of the General Manager Student Learning Division ¹ or Minister for Education, makes it inappropriate for me to continue to give religious instruction to students of or in a State school, the approval may be withdrawn without prior notice by the said General Manager, or other person authorised by the Minister of the Department of Education where this is deemed necessary by the Council for Christian Education in Schools.

¹ For the purposes of this letter of Application for approval, the General Manager Schools Operations Support division means the person acting in, appointed to, or for the time being performing the duties of that position.

Name (please print):

Signature:

Date:/...../.....



ENDORSEMENT

Before your application can be approved, you are required to have your application endorsed by two people.

1. The first will be from the Minister/Pastor/Priest of your local church. If you (the applicant) are the minister, please have this endorsed by a minister in your denomination to whom you are accountable. Please ensure they have a copy of the Endorsement Guidelines prior to signing this form.
2. The second person will be the CRE Support Officer for the area where you expect to be teaching. If unknown, please contact the ACCESS ministries office: Freecall: 1800 063 341 or email: cre@accessministries.org.au

MINISTER'S ENDORSEMENT

To be completed by your Minister/Pastor/Priest.

I have recently spoken with the applicant and read the endorsement guidelines. I am pleased to endorse this CRE application.

(Please refer to endorsement guidelines, attached.)

Minister's name (please print):

Signature:

Church:

Phone:.....Date:

SUPPORT OFFICER'S ENDORSEMENT

To be completed by the Support Officer for the area where you expect to teach.

The applicant has completed Introduction to CRE (Stage 1) . I have recently spoken with the applicant.

I am pleased to endorse this application as a: CRE teacher Helper

Support Officer's name (please print):

Signature:

Date:

SCHOOL(S)

CRE Team LeaderGrade(s).....



your church's mission