

Employee induction

Organisation's name

Employee's name:

Does your role require you to hold a blue card?

YES Some of our employees are required to hold a blue card and some are eligible for an exemption. It is important to understand that a **restricted person** *cannot* rely on an exemption.

OR

NO I am exempt because...

I'm a [volunteer parent](#)

I'm a volunteer under 18 years of age

I work less than [7 days/calendar year](#)

*This is a declaration that you **have not** conducted any child-related work for more than 7 days **this** year.*

Restricted person declaration

A [restricted person](#) is:

- a [disqualified person](#)
- a [suspended](#) blue or exemption card holder
- a [negative notice holder](#)
- a person who has been charged with a [disqualifying offence](#) and the matter has not yet been finalised
- the subject of an adverse interstate Working with Children Check decision that is in effect.

I confirm both:

I am not a restricted person; and

If I *become* a restricted person, I understand I must **immediately stop work** in regulated child-related work or volunteering.

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Employee contact information:

Title:

First name:

Middle name:

Family name:

Preferred name:

Previous name (if applicable):

Date of birth:

Email address:

Contact phone number/s:

Home address:

Postal address (if different to home address):

Emergency contact information:

Full name:

Contact phone number:

Relationship:

Employee's signature:

Date:
