The *Children and Community Services Act 2004 (WA)* defines specific restrictions on work that can be performed by school-aged or young children. It requires a parent’s consent for their school-aged or young child to work. The restrictions and requirements for parent’s consent do not apply to a child who is not a school-aged or young child.

In this form, a parent or guardian is required to give consent to their child working within the restrictions set by the legislation and provides information about when their child is required to be at school. Once the form has been completed and signed by a child’s parent or guardian, this form is to be given to the child’s employer or prospective employer and the employer must keep this form on file. It is suggested that parents or guardians should also keep a copy of this consent form. It is an offence under the legislation for an employer to require or permit a school-aged or young child to perform work unless the employer has a parents or guardians consent form for the child.

This parent or guardian consent form is only applicable to employment with the employer mentioned in this form

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| **Section 1. Parent or Guardian Responsible for Child** |

**(see additional information regarding persons appropriate to provide consent)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Given Name/s:** |  | | |
| **Family Name:** |  | | |
| **Relationship to Child:** |  | | |
| **Address:** |  | | |
| **Telephone Home:** |  | **Telephone Work:** |  |
| **Email:** |  | | |

**Nominated contact person** – Please provide details of another person who may be contacted by the child or the child’s employer if the child’s parent or guardian cannot be contacted

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of nominated contact Person:** |  | | |
| **Address:** |  | | |
| **Telephone Home:** |  | **Telephone Work:** |  |
| **Mobile:** |  | | |
| **Email:** |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section 2. Child to be employed** | | | |
| **Given Name/s:** |  | | |
| **Family Name:** |  | | |
| **Date of Birth:** |  | | |
| **Year level at School:** |  | | |
| **Address:** |  | | |
| **Telephone Home:** |  | **Telephone Work:** |  |
| **Mobile:** |  | | |
| **Email:** |  | | |

|  |  |
| --- | --- |
| **Section 3. Employer** | |
| **Company Name:** |  |
| **Trading Name:** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Email:** |  |

|  |  |
| --- | --- |
| **Section 4. Any Other Employment** | |
| In addition to the employer named in Section 4, please provide details on any other employer of the child. | |
| **Company Name:** |  |
| **Trading Name:** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Email:** |  |

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| **Section 5. Authority to Obtain & Release Medical Information** |

1. As part of the recruitment and selection process the WorkPac Group will need to obtain, medical history and rehabilitation information relevant to employment, including any diagnosis and treatment. This may also require requesting additional information from a doctor, treatment providers and rehabilitation providers. This information may be shared with on-boarding partners within the WorkPac Group and Rio Tinto.
2. As part of the recruitment and selection process the WorkPac Group may request a mandatory drug and alcohol screen. This information may be shared with on-boarding partners within the WorkPac Group and Rio Tinto.
3. As part of the work experience placement, the WorkPac Group and Rio Tinto may request a random drug and alcohol screen at any time.

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| **Section 6. Parent’s / Guardian’s Consent** |

I (full name of parent) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of (address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

give permission for (full name of child) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

to work for (name of employer referred to under Section 4 and 5): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and to Obtain and Release Medical Information (as referred to under Section 7):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_\_\_\_

(Signature)

***Privacy Statement***

The information provided on this form is collected to conform with the requirements of the *Children and Community Services Act 2004 (WA).* The employer may be required to disclose the information contained in this form to officers of the Department of Employment and Industrial Relations to ensure compliance with the law. WorkPac abides by the Australian Privacy Principles set out in Schedule 1 of the Privacy Act 1988. Contact the employer named in Section 4 of this form for further information, or to request a copy of our privacy policy.

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| **Additional Information** |

**Persons appropriate to provide parental consent**

A parent is the child’s mother, father or another person who exercises parental control over the child. A person temporarily standing in the place of the parent is not considered to be a parent.

Where the child is an Aboriginal or a Torres Strait Islander, a parent includes a person who is regarded as a parent of the child under Aboriginal tradition or Island custom.

Where a person has been granted guardianship under the *Children and Community Services Act 2004 (WA*) or where a person has been granted parental responsibility through a decision of a federal or State court then that person is considered to be the only parent of the child. In these cases no other person, including the child’s biological parent, would be regarded as the child’s parent.

If a child does not have a parent or guardian the child may seek authorisation to work by applying for a Special Circumstances Certificate.

**School-Aged Child** - A school-aged child is a child who is under 16 years **and** required to be enrolled at a school. A child who is below the age of 16 years is not a school-aged child if the child has completed compulsory schooling (i.e. completion of year 10) or is for any other reason not required to be enrolled at a school.