

DUTY OF CARE

Applecross Parish has a duty of care to children attending the after school Parish Religious Education Programme. Your child/ren are in the care of responsible adults who have a 'Working with Children Card'. Our parish catechists are dedicated volunteers who also have family or other commitments after classes. We therefore, thank you in anticipation of your support and co-operation.

Your child/ren's safety and wellbeing are most important and we seek your support and co-operation.

- Classes are held during school terms on Wednesday afternoons from 4pm –5pm.
- All children must be dropped off and picked up within these times. Should your child arrive before 3.45pm and there is no catechist to supervise, it is your responsibility to supervise your child until such time as a catechist arrives. The child must stay with you during this time.
- It is the parent's responsibility to drop off and pick up their child/children; if you are delayed in picking up your child, then you should make alternative arrangements.
- In cases of emergency contact Maureen, Catechist Coordinator on 0413 831 357.
- Your child/ren's photo may be taken at special events or in the classroom and this could be used on the Parish website, displayed on Parish notice boards or newsletter. Please indicate if you are happy with this.

Yes / No

It is your responsibility to ensure that your child attends classes. If your child is unable to attend then you should contact the Parish Secretary.

Catholic College parents please sign this also as your child/ren will be involved in rehearsals. I/we have read and understood the above.

Fr Nelson Po
Parish Priest

Maureen Bright
PREP Coordinator

I/We the undersigned have read and understood the Duty of Care statement

Name: _____

Signature: _____ Date: _____

COLLECTION NOTICE

All information collected by Applecross Parish, Ardross, Western Australia is treated **CONFIDENTIALLY** and will not be used for any other purpose but Parish needs.

The primary purpose of collecting this information is to enable the Parish to administer the sacraments and pastoral care to the students. Information may be required to allow the Parish to meet some of the legal obligations, provide care for the child/ren while under supervision and discharge its duty of care.

It will be used for the purpose of ongoing planning, communication with Coordinators, Catechists, Teachers and Parish Priest, and for granting of certificates.

This information is given to:

- Coordinators to check for accuracy when updating the database
- The Church office as general statistics for annual update

Parents or guardians may seek access to personal information collected about them and their son/daughter by contacting the Parish.

The Parish will not disclose your information to any third party.