



Annual Assurance of Providers of Special Religious Education 2019

This form is to be returned by 29 January 2019 to:
Special Religious Education & Special Education in Ethics Officer
EMAIL: SREcontact@det.nsw.edu.au

On behalf of the named provider below, I declare to the Department of Education as follows:

1. That all special religious education teachers engaged by this provider have obtained Working with Children Check Clearance numbers and evidence including verification of clearance is kept on record. If under 18, special religious education teachers have undertaken the appropriate declaration to the effect that they are not disqualified persons within the meaning of section 18 of the *Child Protection (Working with Children) Act 2012* and that copies of the declarations are kept on record.
2. That the provider has in place a system of authorised initial and ongoing training for their teachers that includes training in classroom management and child protection. The ongoing training should also include efforts to address the findings identified in the review of special religious education teaching.
3. That an outline of the authorised age appropriate curriculum scope and sequence used in schools is provided to the public via a website, and the special religious education teachers are teaching the curriculum with sensitivity and in an age appropriate manner.

I warrant to the Department of Education that I am authorised to make this declaration on behalf of <u>Catholic Diocese of Wollongong</u> (Name of Provider), and I acknowledge that the department will rely on both the information I have provided and this warranty.	
Provider Website home page: <u>www.ccdwoll.org.au</u>	
Direct link(s) to where on the providers page the authorised curriculum scope and sequence(s), initial and ongoing training which includes the process to authorise an SRE teacher, and the providers complaints handling procedures:	
Name: <u>Jode Hennessy</u>	Position: <u>Director - Office of Renewal Wollongong</u>
Signature: <u>[Signature]</u>	Date: <u>19.12.18</u>
Telephone: <u>0408236191</u>	Email: <u>jode.hennessy@cdow.org.au</u>
Address of organisation: <u>38 Harbour St, Wollongong 2500</u>	

*Please note the section above in grey is public information and will be provided on request.



CONFRATERNITY OF
CHRISTIAN DOCTRINE
DIOCESE OF WOLLONGONG

Notice to Schools - RE: Catholic SRE Teachers
Attention: Principal and / or Special Religious Education Coordinator

School Name: The Grange Public

To whom it may concern.

The Catholic Diocese of Wollongong is the Authorised Provider of Catholic Special Religious Education (SRE) in this region. The Diocese and its Parishes are authorised as per the conditions established by the relevant NSW legislation and DEC guidelines (our volunteers have verified *Working With Children Check* numbers, Child Protection and Classroom Management training and teach from an approved curriculum). The Diocese of Wollongong has further information about this on its website: ccd.dow.org.au.

Details of **Catholic SRE** being provided in your school this year:

The Parish of Holy Family, Ingleburn

The Parish Priest is Father Peter Caruana

Ph: 9605 2785

The SRE Coordinator for the Parish is Jo Mortimer

Ph: 0402974473

Email: mjcsr16@aapt.net.au

Please direct queries or concerns to the SRE Coordinator listed above.

All Catholic SRE Teachers are issued with an **Authorisation Card**. This indicates they are an active and known member of the Parish, have completed relevant training and are committed to ongoing professional development. Each individual has also been issued an **official Diocesan name badge**.

Following the SRE Implementation Guidelines, we ask that the school provide each SRE Teacher with a class roll, adequate teaching space and information that will assist them to work within your school rules, regulations, policy and procedures. Our volunteers spend considerable time preparing for classes. As such, we ask that our SRE Teachers be informed in a timely manner when a class needs to be cancelled due to another school event. We hope this is rare and trust that the need for disruptions are spread equitably across the school timetable.

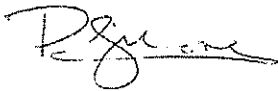
Students/families will be given notice of key Parish events/formation related to opportunities for participation in Sacramental programs and important celebrations. The school will be provided with copies of the material intended for distribution.

Note concerning WWCC Numbers: We are unable to give you copies of the numbers due to privacy legislation. The Department of Education does not require us to provide WWCC numbers to them and the DoE has advised SRE Organisations not to give them to local schools if asked. They have similarly instructed schools not to ask SRE providers for the actual WWCC numbers. The Memorandum to: Principals DN/14/00020 from the DEC that was included in the School Biz memorandum distributed Friday 15/3/14 explains this in more detail and Mr Joshua Chenery from the DoE can provide further validation of this if required, on (02) 9244 5484 or Joshua.Chenery2@det.nsw.edu.au. If other SRE providers of SRE are incorrectly providing you with WWCC numbers for their volunteers, they are doing so in ignorance of this advice and Privacy Legislation. As you may be aware, the SRE provider authorises SRE teachers, not the school.

Attached to this letter is a list of the SRE Teachers who will be active in your school this year. In addition, any Diocesan staff who visit your school for the purpose of SRE Teacher supervision will have both a Green Card and Photo ID.

Thank you for all you do to assist us to provide Catholic SRE to the children enrolled in your school.

Yours Sincerely,



Peter Gilmore
CCD Coordinator
Illawarra/Shoalhaven
peter.gilmore@dow.org.au



Trish McCarthy
CCD Coordinator
Macarthur/Highlands
trish.mccarthy@dow.org.au

Catholic SRE - full paperwork - for Principal
**Authorization Information on Catholic SRE Teachers for Ingleburn
and Minto Public Schools 2019**

Dear Principal and SRE Coordinator,

We are very much looking forward to once again providing SRE lessons for the school children. Accompanying this letter are the names of the Catholic SRE Teachers who will be providing SRE lessons this year at your school, and information pertaining to them and all Catholic SRE teachers who provide SRE at other local schools and may provide leave relief at your school, should the need arise.

If this information could also be available to the School Office staff who supervise the signing on of the SRE staff that would be appreciated.

SRE teachers will have photo ID and their Authorization card with them when they attend scripture lessons.

If you have any concerns at any time regarding the provision of Catholic SRE at your school, please contact Jo Mortimer (Co-ordinator for Catholic SRE in the Ingleburn and Minto area) or the Parish Priest, Father Peter Caruana.

All SRE teachers have completed the authorisation process which includes verification of their Working With Children Checks. The SRE teachers will be following the approved curriculum of the Catholic Diocese of Wollongong. Attached is an overview of topic content covered in our lessons. If you have any concerns regarding curriculum, please contact Ms Trish McCarthy, Faith Education Officer at the Macarthur region of the Confraternity of Christian Doctrine (CCD) (the training body for Catholic Scripture teachers) on ph:46408550.

From time to time, supervising members of the CCD may visit classes to observe and support Catholic SRE teachers. These faith education officers include Trish McCarthy, Peter Gilmore and Lisa Metcalfe. They will bring authorization identification with them.

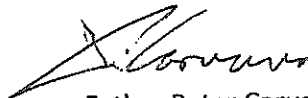
We look forward to another enjoyable year of involvement with the students and teachers at your school.

Thanking you for all your help and support,

Kind regards,



Mrs Jo Mortimer
Ph: 96187238 mob: 0402974473



Father Peter Caruana
ph: 96052785

13/1/2019

Catholic SRE teachers and helpers for Ingleburn and Minto Public Schools 2019

Name	phone	DOB	WWCC	Likely class
Ingleburn Public				
Jo Mortimer	0402974473	30/6/1959	0155842E	Year 3 , Year 5/6
Teresa Clarke	0417049327	3/7/1942	0029024V	Year 2, Year 4
Nicole Canales	0404514914	28/1/1988	1448053V	Year 1, from term2
				Year 1 &2 combined for term 1
Anna Zonta	96187636	22/7/1946		year 1/ 2,4 (Helper)
Angeles Palad	0411232095	24/6/1973		year 3, 5/6 (Helper)
Sackville Public				
Jo Mortimer	0402974473	30/6/1959	0155842E	Years 1,6
Teresa Clarke	0417049327	3/7/1942	0029024V	Year 2, 4
Simone Hay	0422930308	26/11/1977	0786088V	Kinder, 5
Minto Public				
Suzanne Way	0426748284	3/6/1957	0204091V	Years K-2
Rebekah Cook	0409555762	27/9/1979	1264934V	Years k-2 (helper)
Simone Hay	0422930308	26/11/1977	0786088V	Years 3-6
Myrna Magallanes	0404432187	23/2/1971		K-2 (helper)
Jayanthini Reanson	0422938346	3/9/1974	1291384V	Years 3-6 (helper)
Joshua Carbungcal	0430971509	15/9/1998	1135974E	Years 3-6 (helper)
The Grange				
Suzanne Way	0426748284	3/6/1957	0204091V	Years 1-3
Rebekah Cook	0409555762	27/9/1979	1264934V	Years 3/4
Simone Hay	0422930308	26/11/1977	0786088V	Years 5/6
Myrna Magallanes	0404432187	23/2/1971		K-2 (helper)
Jayanthini Reanson	0422938346	3/9/1974	1291384V	Years 3/4 (helper)
Joshua Carbungcal	0430971509	15/9/1998	1135974E	Years 5/6 (helper)
Sarah Redfern				
Suzanne Way	0426748284	3/6/1957	0204091V	Years K-2
Rebekah Cook	0409555762	27/9/1979	1264934V	Years 3/4
Simone Hay	0422930308	26/11/1977	0786088V	Years 5/6
Myrna Magallanes	0404432187	23/2/1971		K-2 (helper)
Jayanthini Reanson	0422938346	3/9/1974	1291384V	Years 3/4 (helper)
Joshua Carbungcal	0430971509	15/9/1998	1135974E	Years 5/6 (helper)
Campbellfield Public				
Maria Gabas	0478954511	25/8/1976	0717056V	Years K-2
Clara Asbati	0426247993	14/6/89	1298089E	Years 3-6
Jenelle Alcantara	0425619972	29/6/1997	1235869V	(helper)
Heathcliffe Pereira	0415800287	26/4/1958	1820069V	Years K-2 (helper)
Rowena Penagunda	0406368280	27/10/1968		Years 3-6 (helper)
Bardia Public				
Maria Gabas	0478954511	25/8/1976	0717056V	Years K-2
Clara Asbati	0426247993	14/6/89	1298089E	Years 3/4 to be confirmed
Maureen Mohammed	0431210598	23/3/1964	0595868V	Years 5/6 to be confirmed
Heathcliffe Pereira	0415800287	26/4/1958	1820069V	Years K-2 (helper)
Rowena Penagunda	0406368280	27/10/1968		Years 3/4 (helper)
Jenelle Alcantara	0425619972	29/6/1997	1235869V	Years 5/6 (helper)

Authorized by the Holy Family Catholic Church
Parish Priest: Father Peter Caruana :

Parish Seal:

P. Caruana
17/1/19

