



# The Ethnic Schools Association of South Australia Inc.

## NON-TEACHER PROFILE

Please read explanatory notes to assist you with this form

AUTHORITY name		Reference	E
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Family name		Given name [s]	
Other names (if known by any other name eg Australian name)			

Date of Birth		Male	Female
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Contact Address			
Suburb		Postcode	

Phone		Email	
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Job Title or Job description:	
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Do you receive a salary for your work in an Ethnic School?

*If yes, how much per annum?* \_\_\_\_\_

Have you undergone Criminal History Screening in the last 3 years?

**If yes,** a) through an ethnic school? documentation not required \_\_\_\_\_

b) through another organisation? please provide a certified and copied letter of clearance if you have not already done so \_\_\_\_\_

Have you undergone Reporting Abuse & Neglect (Mandatory Notification) Training?

**If yes,** a) through an ethnic school? documentation not required \_\_\_\_\_

b) through another organisation? please provide a certified and copied letter of clearance if you have not already done so \_\_\_\_\_

Signature: \_\_\_\_\_

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

Principal's Signature: \_\_\_\_\_

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



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## EXPLANATORY NOTES

**Q** *What is an Ethnic School Authority?*

**A** An Ethnic School Authority is a management committee elected by a community to manage the ethnic school/s. The management committee must include representation from parents and teachers.

**Q** *What is the Authority Reference No?*

**A** This is the number given to the Authority. It is used to quickly identify each ethnic school. It is preceded by the letter 'E' .

**Q** *What is a Salary*

**A** A salary is an amount that is relied on or expected as a source of income on a regular basis.

**Q** *Why do I need to declare any salary for the work in an ethnic school*

**A** This information is required as the cost for criminal record checks which are required for all people working with children in South Australia differs for volunteers and salaried employees.

**Q** *Who has to undertake a Criminal History Screening?*

**A** Personnel working directly or in close proximity with children under 18 or have access to children's records in an ethnic school.

**Q** *How often does a screening need to be done?*

**A** Every three years but is subject to legislative changes

**Q** *Where do I send my Non-Teacher Profile Form?*

**A** To **The Ethnic Schools Association of SA Inc**

By post 255 Torrens Road WEST CROYDON SA 5008

Or email [DECD.ESA@@sa.gov.au](mailto:DECD.ESA@@sa.gov.au)

**Q** *Is this information confidential?*

**A** Yes