

Single Parent

Consent to work with Children and Young People

Privacy Collection Statement

CatholicCare Archdiocese of Tasmania (CCT) may collect personal information about you for a range of purposes to enable it to carry out its functions and to provide you with services. This collection may occur when you fill out any forms provided by CCT, whether in person or online, via the CCT website (www.catholiccaretas.org.au) or when CCT provides services to you.

If CCT does not collect your personal information, we may not be able to provide you with services.

CCT will not use or disclose personal information that was collected for a particular purpose for another purpose, unless you have consented to the use or disclosure of the information for another purpose, or if the use or disclosure is otherwise permitted under the Privacy Act 1988 (Clth). CCT is not likely to disclose your personal information to overseas recipients.

You acknowledge and agree that to provide you with certain services (such as family & relationship services, counselling and refugee services) CCT uses a common database to store your personal information, which is run by CatholicCare Victoria Tasmania ACN 150 113 947 (CCVT), and its contracted service providers.

This common database is shared between CatholicCare Tasmania (ABN 79 984 899 862) and CatholicCare Archdiocese of Melbourne (ABN 42 795 179 778), Centacare Catholic Diocese of Ballarat (ABN 51 857 084 361) and CatholicCare Sandhurst (ABN 71 789 820 442) (Other Agencies). You consent to your personal information, including information about your race and ethnic background, religious affiliation and specific health information such as your date of birth and disabilities being entered into this common database and understand that it may be accessible by the Other Agencies. The Other Agencies will not disclose your personal information to any third party who does not have access to the common database. The Other Agencies will not be able to access your case notes, session information, bookings or activities using this common database.

If you wish to opt out of your personal information being entered into this common database, please contact the Privacy Officer on the email address or contact number listed below. However, if you opt out this may affect the services that CCT can provide to you.

For further information on how CCT handles your personal information, please see CCT's Privacy Policy at: www.catholiccaretas.org.au if you have any queries or complaints about CCT's use or disclosure of your personal information, or if you would like to access your personal information, please contact the CCT Privacy Officer.

Email: catholiccare.privacyofficer@aohtas.org.au

Telephone: (03) 6278 1660

Post: G.P.O. Box 62, Hobart, TAS 7001

Visit: 35 Tower Road, New Town, TAS 7008

School Counselling Service - Consent to Work with Student

We ask that both parents or guardian provide consent in writing prior to your child/ren engaging with the School Counsellor. Please complete Section One – Joint Consent for School Counselling. This consent is required of both parents or guardian/s unless:

- One parent is deceased
- One parent has not been in contact for over 12 months, and no court order is in place
- A parent or guardian has current court orders for sole legal responsibility for the child's ongoing care, welfare and development
 - A history of family violence and associated safety risks prevents the involvement of all parents/guardians
 - The child/ren is at serious risk if they are not offered services

In the event that one of the circumstances outlined above occurs, the parent or guardian seeking school counselling services needs to apply for exemption from the joint parental or guardian consent policy by completing Section Two of this Form.

You can withdraw your consent at any time. Should you wish to do so, the School Counsellor will cease working with the child/ren and will provide names of other School Counsellors and/or community organisations that may be able to assist.

It is important to understand that:

- The School Principal is informed that your child/ren may be attending School Counselling Services. The Principal is also made aware of the basic reasons for their attendance.
- Within legal limitations and our organisation's ethical guidelines, non-school related issues with children are confidential

Section Two: Application for Exemption from Joint Parental/Guardian Consent

The parent/guardian consenting to school counselling services to their child/ren **without the other parent's/ guardian's consent** must complete this section, including ticking relevant boxes in cases where there are exceptional circumstances as set out below.

It is important to understand that:

- CatholicCare does not take responsibility for verifying the circumstances supporting your request
- The decision to approve your application will be made by the relevant School Principal in consultation with CatholicCare's School Counsellor Practice Supervisor.

I request that my signature alone be accepted as permission for my child/ren (or young person/s) named below to be provided with school counselling services. (Please print full names of children)	
Reason for request: ☐ I have taken all reasonable steps to locate the other parent/guardian, and have no knowledge of their whereabouts ☐ The other parent guardian has not had contact with the child/ren for the last twelve months, and there are no current Parenting Orders ☐ I have a current court order for sole parental responsibilityⁱ ☐ Family violence and associated safety risks prevent the involvement of the other parent/guardian I believe that without help my child/ren will be at significant risk. [Alleged child abuse, violence or neglect leaves a child at serious risk if they are not offered services].	
Parent/Guardian: (print full name, sign & date)	
Parent/guardian contact details:	
Principal: (print full name, sign & date)	
Practice Supervisor/Manager: (print full name, sign & date)	
Approve ☐ Disapprove ☐ Generic reasons for decision:	