**Insert Organisation Name: POLICE CHECK REGISTER**

Insert Logo

|  |  |  |  |
| --- | --- | --- | --- |
| Policy Name | Police Check Register | Version | <<insert number>> |
| Drafted by | <<insert name>> | Approved by Board on | <<insert date>> |
| Responsible person | <<insert name>> | Scheduled review date | <<insert date>> |

All Employees are required to hold a current Police Check Clearance, including working with children clearance.

**Police Check Register**

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| **Date** | **Name** | **Clearance Date** | **Next Date Check** | **Comments** |
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| **Dated:** | **Chairperson** | Signed: |
| **Dated:** | **Chief Executive** | Signed: |
| **Related & Linked Documents:**   * Employee and Volunteer Induction Kit * Employee Personnel File * DHS Screening Unit (including Working with children) <https://screening.sa.gov.au/> * National Police Check https://crimecheckaustralia.com.au/apply/?msclkid=37f2a99904c3189c9477f76398636381 | | |