



Volunteer Training Requirements

It is a Department of Education and Child Development (DECD) requirement that all volunteers need both a **Screening and Background check** by **Department for Communities and Social Inclusion (DCSI) clearing you to work with children and training in "Responding to Abuse and Neglect for Volunteers" RAN**. You will need to present both a letter of clearance from DCSI and the printed certificate from the Responding to Abuse and Neglect RAN Training to the school's front office.

- A **Child related DCSI Clearance** is easily obtained by contacting the school to begin an online application. Forms are available from the office. The school will be notified once the clearance has been processed.
- Only one **DCSI (Department for Community and Social Inclusion) clearance** is issued to a person. If you already have one, email or drop a copy in to the school office for our records. These clearances are valid for 3 years from the date on the clearance.

ONLINE RAN (Responding to Abuse and Neglect) for Volunteers - is now available

Your nominated site leader is : **Aaron McPherson**

To **Access the online RAN for Volunteers** go to
<https://rantrainingvolunteers.e3learning.com.au/>

.... **Child Protection**

On the right hand side of the page go to
register as a **new user**
and begin at the section below

Don't have an account?
Have a new email address?

Click 'Register' to create an account. Once complete, you can begin your training.

Register

How to fill in the details below

Enter your employment details

EDUCATION SECTOR **OTHER**

Site options **Not employed by DECD Site**

Once you register with your email address you will receive an email (as shown below) with further instructions.

Dear Sue Smith,

Thank you for registering your account on the RAN Volunteers-e3learning portal.

To start your training, please log on to
<http://rantrainingvolunteers.e3learning.com.au>

1. Login in to the portal using your login details

Username: dl.1134.admin@schools.sa.edu.au

Password: Thisisatest@17

2. Please go to the 'My Training' tab to locate your course and to start your training.

If you need assistance please contact your help service on the below contact information:

Government help desk: contact the site you are volunteering at
Catholic help desk: 8301 6600 (ask for RAN-EC Help Desk)
Independent help desk: 8179 1400

PLEASE NOTE

If you Google : Responding to Abuse and Neglect Training for Volunteers instead of putting in the web address

YOU WILL GO TO the DECD Site.

Go to Delivering the RAN DECD Online session
Choose the RAN-EC Online Induction Session for Volunteers – this then takes the site for registration.

In this session you will learn about your obligations as a mandated notifier and the circumstances that could make children and young people vulnerable to harm. It also has information about protective practices.

You must use the RAN-EC volunteer's handbook with this session. There is a link to the handbook in the induction.

It will take you about 60-90 minutes to do. You can pause the training and come back to it later – the session will remember where you were.

Once you have completed the session, log out and log in again to receive your certificate.

Once the school has received your DCSI clearance and a copy of the RAN for Volunteers certificate

you are eligible to volunteer at school. **Teachers must verify that records have been presented to the office before volunteers are able to work with / transport students.**