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Privacy and information management

The Office of the Children's Guardian uses your information to:

- Identify you
- Check your criminal history and any workplace records
- To conduct a risk assessment if required
- Reassess your suitability to hold a Working With Children Check if the Children's Guardian is notified of further offences or workplace records
- Contact you about your application or Check.

Our [Privacy Management Plan](#) explains how the Office of the Children's Guardian manages personal and health information in line with the NSW Privacy laws.

Requesting information

Workers are able to use the *Government Information (Public Access) Act 2009* (GIPA) to seek access to information held by government agencies about the recorded misconduct finding. They may do this even after they have left the reporting body's organisation, and cannot be charged any fees by the reporting body to access this information.

The OCG will notify the GIPA applicant and relevant agencies of the process for each GIPA application as they vary and are each dealt with individually.

For more information about the *GIPA Act*, call the Office of the Information Commissioner on 1800 463 626, visit www.ipc.nsw.gov.au.