



# VOLUNTEERING AT KINGSTON COMMUNITY SCHOOL

## Responding to Abuse and Neglect - Education and Care (RAN-EC) induction session for volunteers – registration help

### What you need before you start

- A current individual email address.
- A computer or mobile with an internet connection.
- A recent web browser, like Google Chrome (50 or later), Internet Explorer (10 or later), or Firefox.

If you don't have access to a computer ask your site leader for help.

### Register for a plink volunteer account

- Go to the website: <https://www.plink.sa.edu.au/pages/signup.jsf>
- Fill in your details:
  - in the field "Select Account type" select **Volunteer**
  - enter your email address (this will be your plink username), choose a password, and type in your name
- Select "I accept the terms of use and code of ethics"
- Select "Create Account"

### Start the training

- Select the course "Responding to Abuse and Neglect-Education and Care online induction session for volunteers"
- Select "Register"
- Select "Register" again
- Select "Open Module" when you're ready to start

## DCSI On-line application process

**All applications must be done through the school.** You will need to see the Business Manager who initiates the online application process. A link to the online application will be forwarded to your personal or work email address once initiated.

On receiving the email with the link to your online application for the first time, you will need to log on using the link and password provided.

You will then be asked to update your password. Make sure you keep a record of your Username, which is the email address you provided to the requesting officer and your new password which you selected when you updated your password.

Once you log on your activated uncompleted applications will appear on the screen. You need to select the application number and this link will tell you how to [start your application](#).

The school will pay for applications for volunteers.

