

SAFEGUARDING NEWS – May 2017

WELCOME to the fourth issue of the newsletter which brings the latest training news from the Safeguarding Team to all churches in the Diocese of St Albans.

This newsletter brings the introduction of online training (Module C0)

Who is this module for?

It is recommended for anyone who needs a basic level of awareness of safeguarding, including but not limited to: Vergers, Servers, Welcomers, Caretakers, Refreshment Helpers, Shop Staff, Sidespersons, PCC members, Bell Ringers, Churchwardens, Choir/Music Group Members, Employees of the Diocesan Board of Education and the Diocesan Board of Finance.

Please note that this course is not an alternative to any other training and is a pre-requisite for attendance at any other classroom-led safeguarding training.

The list of people identified in the March 2017 newsletter as being required to complete Deanery Training (Module C1 and C2 combined) remains the same – Please complete the online training before you come.

There will be a period of grace until the end of June 2017.

Clergy, Readers and those with PTO – Please complete the online training before you attend Clergy Safeguarding Training (Module C3)

Intended learning aims and objectives

The aim of this module is to develop a basic awareness of safeguarding in the context of the Church and Christian pastoral care.

By the end of the module you will:

- Be able to describe the scope of safeguarding children and adults in the church context
- Be able to recognise safeguarding concerns
- Be aware of how to respond well to safeguarding information, including who to inform
- Be aware of when to make a record, what to include and the boundaries of confidentiality



Please help others who may not have access to the internet, or who struggle with internet technology. Many libraries have computers where you can access the internet, often for free, and help is available in getting started.

This cannot be completed as a group as each person has to register themselves initially and will receive a certificate and confirmation email when the training is complete.

The training takes about one hour to complete. Don't worry if you are not able to complete the whole course in one sitting; you are able to leave the course at any point and resume it later on.

Introducing C0 Safeguarding E-Learning

In order to access the course please click on the link below:

<https://safeguardingtraining.cofeportal.org/>

Once on this Welcome page, those wishing to complete the course should click on “Online Courses”, on the following image:-

Online Courses



Enrol or continue learning through our online training programmes

This takes you to the following screen:

Is this your first time here?



As you sign in and register to be able complete these online learning modules you will be asked to enter some personal information such as your name, the diocese and parish you belong to and your role within your church community.

This information is used only to create your log in information and track your course completion. The Diocesan Safeguarding Adviser for the diocese in which you live or your training institution Safeguarding Adviser) will be able to log in to Moodle and check how many people, and who they are, that have completed the online modules.

Please click on the button below and follow the instructions to register as a learner.

Create new account

You will then be prompted to:

- Create a username and password
- Enter your email address and confirm this
- First name
- Surname
- City
- Country
- Diocese – selected via drop down list
- TEI – If not part of a training institution users are required to select ‘not part of a Training Institution – option I on the drop down list
- Enter the name of your church (or cathedral) - this enables completions to be tracked by parish or cathedral
- Enter your church role

Upon completion of this information users will receive an email to the email address they have used to sign up; this email contains a link which must be followed to confirm their registration.

Once confirmed, users are able to log in using the username and password they created and complete the course.

Once on this page, click on the ‘**Safeguarding Basic Awareness**’ blue button beneath the picture located on the right of the screen to start the course.

Safeguarding: Basic Awareness

This course is suitable for all individuals within our Church communities who need to have a basic awareness of safeguarding of children, young people and vulnerable adults.

Through completing this course, you will be:

Able to describe the scope of safeguarding children and adults in the church context

Able to recognise safeguarding concerns

Aware of how to respond well to safeguarding information, including who to inform

Aware of when to make a record, what to include and the boundaries of confidentiality



Safeguarding: Basic Awareness

Going Deeper into God • **Transforming Communities** • **Making New Disciples**

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