

## SAFEGUARDING TRAINING NEWS — February 2020

**WELCOME** to the eleventh issue of the newsletter which brings the latest updates in regard to safeguarding training from the Safeguarding Team to all churches and chaplaincies in the Diocese of St Albans. This newsletter replaces the training newsletter from February 2018.

The guidance in this newsletter comes from the House of Bishops Safeguarding Training and Development Practice Guidance 2019.

In this issue we also welcome Assistant DSA Mandy Davies to the safeguarding team.



### Introduction from Archdeacon Janet

The provision of high-quality targeted training remains a cornerstone and key element of our Safeguarding provision across the Diocese. Whatever our role, we all need to be as well trained as possible to provide a safe environment for all within our churches, schools and chaplaincies. This newsletter helps us to be clear about the specific training we all need to undertake to support our roles within the Church.

Jesus calls each of us to respond well to every individual, but particularly to those whose experience in life has been painful or difficult. We must be clear with one another that Safeguarding training is not something that's put upon us, but is an integral part of our faith as we seek to follow Jesus and make our churches welcoming to all, yet as safe as is possible.

Please do take time to read the whole of this training newsletter carefully and then respond appropriately by undertaking the correct training course for your role. Please then help others to be clear about their responsibilities and what is required of them. Please also read carefully the section about refresher training if you have already undertaken training through the Diocese. In this way we will all be working together to ensure our Safeguarding practice is indeed a blessing to those around us.

### Core safeguarding modules - the 'C' modules

Hopefully this letter will make clear, as of now, who needs to complete which module and how to do so.

The main change now, is in regard to leadership training which was previously split as module C2 for laity and module C3 for clergy.

All leadership training is now module C2.

Clergy, Readers, PtO and anyone with the Bishop's licence need to attend a three-hour classroom course which is advertised on Eventbrite as **C2 Leadership (Clergy/Readers) Safeguarding**

Laity in leadership roles need to attend a three-hour classroom course which is advertised on Eventbrite as **C2 Leadership (Deanery) Safeguarding**

Please see the details for the different modules below and see which is suitable for you. The C modules form core generic safeguarding training and are building blocks, with each module evolving and adding to the previous one. You will see that some roles fall into more than one category. Some roles require all three modules.

#### Module C0 Basic Awareness (online)

Recommended for anyone who wants a basic level of awareness of safeguarding. Required for anyone going on to complete Foundation or Leadership training.

Including but not limited to:

- Vergers
- Servers
- Welcomers
- Caretakers
- Refreshment Helpers

#### Module C1 Foundation (online)

Required for anyone who has safeguarding responsibilities or has contact in their church role with children, young people or vulnerable adults.

Including but not limited to:

- Clergy
- Chaplains (including Chaplains to the Armed Forces)
- Lay Ministers (licensed, commissioned, authorised etc)
- Readers (including Readers in training)

### Module C0 Basic Awareness (online) continued...

- Shop Staff
- Sidespersons
- PCC members
- Churchwardens
- Bell Ringers
- Choir Members/Music Group Members
- Employees of the Diocesan Board of Education and Diocesan Board of Finance
- Those who regularly sit on interview panels including Bishops Advisers and DDOs

*This course is a pre-requisite for ALL other core training modules and not all roles are mentioned in this list.*

The course takes about an 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 later on.



### How to find modules C0 and C1;

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" and then login (or register if not already done so)



### Module C1 Foundation (online) continued...

- Those holding Permission to Officiate
- Pre-ordination or Licence Students
- Vergers
- Welcomers
- Lay employees and volunteer workers with pastoral responsibility
- Those in direct work with children, young people or vulnerable adults (inc. Bell-Ringers and drivers in an official capacity)
- Pastoral / Home Visitors
- Curates
- Ministry Interns
- Learning Centre Teachers
- Departmental Directors
- Lay Chapter Members
- Churchwardens
- Worship Leaders
- Parish Safeguarding Officers
- Safeguarding lead on the PCC
- Servers
- Sunday School Volunteers
- Choir/Music/Drama Leaders where there are children or vulnerable adults in the group
- Bishops Advisers and DDOs
- Spiritual Directors
- Members of the Diocesan Safeguarding Advisory Panel
- Those who regularly sit on interview panels including Bishops Advisers and DDOs.

The course takes about ninety minutes to complete. Again, 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.

### Module C2 Leadership (Deanery) Safeguarding

Required for anyone (laity) who has safeguarding leadership responsibilities, or responsibility for leading activities involving children, young people and/or vulnerable adults.

Including but not limited to:

- Churchwardens
- Parish Safeguarding Officers
- Directors of Music / Choir leaders
- Those whose role involves leadership work with children, young people or vulnerable adults
- Safeguarding lead on the PCC
- Learning Centre Teachers
- Sunday School Leaders
- Departmental Directors
- Lay Chapter Members
- Pastoral / Home Visitors
- Spiritual Directors (who do not hold a Bishop's licence)
- Youth and children's pastors
- Bishops visitors
- Bell Tower Captains and Bell Ringing Teachers
- Member of the Diocesan Safeguarding Advisory Panel
- House Group Leaders
- Home Visitors

### C2 Leadership (Clergy/Readers) Safeguarding

Required for anyone with a Bishop's licence who has safeguarding leadership responsibilities, or responsibility for leading activities involving children, young people and/or vulnerable adults.

Including but not limited to:

- All Clergy including Chaplains to the Armed Forces and Lay Chaplains
- Licensed/authorised/commissioned Lay Ministers
- Readers
- Those holding Permission to Officiate
- Curates
- Ministry Interns
- Pre-ordination/LLMs or Licence Students



**Please turn over for information on booking onto C2 courses**



## How to find Module C2 Leadership Courses

Both Clergy/Reader courses and Deanery Courses can be found on the following link;

<https://www.stalbans.anglican.org/diocese/deanerysafeguarding/>

More events are being added all the time.

Please could all those attending events arrive 15 minutes early so that the event can start and finish promptly at the advertised times.

If you are unable to book onto an event it means it is full. In this case, please find another suitable event.

Please do not just turn up if you have not booked as the course is full!

### C4 Safeguarding Training for Senior Leadership

This is organised and run by the National Safeguarding Team and is relevant to a much smaller group. Please see the national guidance for details.

### Refreshment of Safeguarding Training

Modules C0, C1 and C2 to be refreshed every three years by completing the highest previous training level. For Clergy and Readers who have previously completed C3, then the refresher will be the new C2 described earlier.

Those required to complete module C4 must also refresh this every three years as well as their highest previous training level.

E.g., For a Churchwarden who has completed C0, C1 and C2, the refresher requirement would be to repeat module C2.

## Specialist Modules

### Safer Recruitment

Safer Recruitment was delivered through 2019 by our volunteer trainers as a three hour classroom event. This is currently on hold. The National Safeguarding Team are currently reviewing and updating the Safer Recruitment Practice Guidance 2016 and online training for this module is expected to follow soon afterwards. We have been advised not to deliver this module until the policy is updated. If there is significant delay, or the expected online module is not considered sufficient then the diocese will aim to restart classroom training this year. This will be reviewed around Easter.

Safer Recruitment is the preventative strategy in safeguarding which is there to ensure, to the best of our ability and means available that the staff we employ who work with children and vulnerable adults are safe to do so.

Safer Recruitment is a required (essential) module for:

- Parish Safeguarding Officers
- Lead Recruiters
- Those with recruitment responsibilities (for example designated members of PCCs or members of staff who regularly sit on interview panels) including Bishops Advisors and DDOs
- Senior staff where they are involved in recruitment

It is recommended for:

- Anyone involved in the recruitment of Church officers, paid and unpaid, ordained and lay

### Domestic Abuse

St Albans Diocese currently do not yet offer this national safeguarding training course, which is currently being rewritten. We hope that once the new training package is available we will be able to deliver it as a further three-hour classroom module.

Clergy in active ministry have attended the training delivered by ThirtyOne:Eight.

However we are pleased to offer access to an online course which takes up to two hours to complete.

This course is free, and is useful training in this important area.

It is not an alternative to the national church Domestic Abuse classroom training and once we are in a position to deliver Domestic Abuse training, then all those in the relevant roles will be asked to do it.

**Continued on the next page...**

### (Domestic Abuse module continued...)

Domestic Abuse training is shown as a required (essential) role for:

- Anyone holding the Bishop's licence, commission, authorisation or PTO
- Spiritual Directors
- Bishops Visitors
- Pastoral Visitors
- Safeguarding Officers

And as recommended for:

- Senior staff teams
- Churchwardens
- Leaders of children/adult's activities
- Youth Workers
- Others as relevant to role

This online course is useful general training for those in the above roles who would benefit from it, pending the new national training being available.

Practitioners should visit <https://bedfordshirescb.safeguardingchildren.co.uk/> and follow the instructions. You will need to give workplace details.

Once registered, please search for 'Awareness of Domestic Violence and Abuse' to find this course easily.

**Important Note:** Charges apply for eLearning not completed within 6 weeks of registration.

Also, please note that Specialist Modules do not have to be refreshed.

Safeguarding Training and Development Practice Guidance 2019 Appendix 6 gives an update to Section 6 of the Parish Safeguarding Handbook. This can be accessed here: [Safeguarding Training and Development Practice Guidance 2019](#)

### Your Safeguarding Advisers are:

**DSA Jez Hirst.** 01727 818108 or mobile 07867 305886

**Assistant DSA Martyn Hedley.** 01727 818106 or mobile 07391 010033

Martyn works part time and his usual work days are Monday, Tuesday and Wednesday.

**Assistant DSA Mandy Davies.** 01727 818193 or mobile 07771 179015

Mandy works part time. Her usual work days are Wednesday, Thursday and Friday.

Email address for all: [safeguarding@stalbens.anglican.org](mailto:safeguarding@stalbens.anglican.org)



**Introducing Mandy Davies, Assistant Diocesan Safeguarding Adviser.** Mandy is a retired Police Detective and has spent several years involved in the safeguarding of children. She also spent nine years as a trainer at Hendon Police College and a key part of her role with the diocese will be the co-ordination, preparation, and delivery of safeguarding training. Mandy joined us at the start of 2020.

### Other Safeguarding Qualifications

Whilst it is recognised that some people will have experience in other avenues in safeguarding and will have attended other courses in this subject, there is a requirement for them to attend the relevant training offered here regardless. The training provided is of a national standard which is specific to the context of the church, which, despite the same key safeguarding principles, is different to other safeguarding training.

A note of thanks and appreciation to our volunteer trainers who give their time to deliver safeguarding training to ensure that our churches and chaplaincies are the safest that we can make them.

### Catherine Boon

**Diocesan Receptionist and Safeguarding Administrator**

01727 818123 [cboon@stalbens.anglican.org](mailto:cboon@stalbens.anglican.org)

Catherine works on weekdays between 9:15am and 2.45pm

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