



Safeguarding (Child and Adult Protection)

Diocesan Safeguarding Training Strategy 2018-2019

Introduction

The House of Bishops policies and practice guidance require dioceses to offer consistent training in safeguarding for clergy, and other diocesan officers including all those who hold the Bishop's licence. Although there is no statutory requirement for this training, there is an expectation in Government Guidance that all staff, volunteers and office-holders know what to do should safeguarding situations arise. There may also be issues of insurance and vicarious liability should training opportunities not have been made available to parishes by the Diocese, together with robust encouragement to access it. The costs for this training are fully covered by the Diocese for diocesan officers and members of congregations in the Diocese.

A healthy Christian community is one which ensures and nurtures the wellbeing of all. Safeguarding needs therefore to be embedded in all aspects of the life and ministry of the Church, and safeguarding training and development is seen in this context. It is essential that churches understand safeguarding as a theological imperative, rooted in the nature and love of God, and outworking in basic commitments to giving equal worth to all, practising reciprocal pastoral care, and treating those who are most vulnerable with respect and dignity.

Content

Training will be focused on building healthy communities with a culture of safety, in which the wellbeing of all is ensured and nurtured. Modules reflect the national requirements across all dioceses for ensuring healthy safeguarding practice, responding well to victims and survivors of abuse in the church context. They emphasise the need to work in co-operation with the Diocesan Safeguarding Adviser and with statutory agencies in all safeguarding matters. Training for all church roles will include safer working practices which emphasise the importance of maintaining proper boundaries and a culture of "respectful uncertainty".

Although in the past, "safeguarding" was considered very much in the light of "Child Protection" it is now seen to have a much wider remit, addressing the needs not only of children and young people, but also of adults. In the church context, adult vulnerability may be identified through specific conditions, such as disability or ill health, or because of specific situations, for example because of the power imbalance between a priest and people for whom he or she has a duty of care. Within the Church, all are welcomed, including those who pose risk; and in most situations, church officers will be unaware of any risks posed. The Church is therefore uniquely challenged to provide a safe environment for all who attend, especially children and those who are vulnerable.

Training Arrangements

Safeguarding training must be delivered by experienced and skilled trainers, who understand the statutory requirements of safeguarding children and adults, and how these are carried out in the church context.

Every module is designed for face to face participative learning, in groups of ideally 20- 40, although final numbers for any training session may be dependent on room size and the availability of other resources. Participants need the opportunity to explore with the trainer and one another the particular and complex challenges which they face in their work with children and adults who may be vulnerable. Participants may also have vulnerabilities due to having experienced abuse in the past, and trainers will need to take this into consideration and make provision for any attendee who may become distressed.



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Participants in training are also likely to need some opportunity to reflect on the relationship between safeguarding issues and their beliefs as articulated in theological language if safeguarding learning is to become thoroughly integrated with their behaviour, relationships and culture in the life of the church.

Core safeguarding training therefore needs to be face to face, with a co-worker available, wherever possible, so that a response can be made to any immediate need. Every training session, if possible, should include two people in a leadership role: either two trainers, or one trainer and one experienced and skilled co-worker, in order that the needs of participants can be fully addressed. In full day sessions, two trainers are generally required to ensure there is a change of voice, pace and approach, especially as both delivering and receiving safeguarding training can be emotionally draining - on the leadership and specialist courses dealing with aspects of abuse a listener may be needed in addition to the two trainers.

Minimal requirements

The Bishop of Southwark through acceptance of this House of Bishops Practice Guidance, has set minimum requirements for safeguarding training for ordained, licensed and other church officers. A “church officer” is anyone appointed by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

Those requiring core training include:

- All those who hold the Bishop’s licence, commission or permission to officiate (this includes Deacons, as part of IME; new incumbents/stipendiary clergy new to the Diocese, as part of CMD; non-Stipendiary Ministers; Readers; Commissioned Lay Pastoral Assistants, as part of training and post licensing/commissioning; those applying for Bishop’s Permission to Officiate
- All Diocesan and Cathedral staff/volunteers
- Children and youth workers employed or volunteering within the Diocese or in parishes
- Parish Safeguarding Officers
- Churchwardens
- Anyone else who has significant contact through their role in the Church with children, young people or adults who may be vulnerable to abuse or exploitation, or who needs a DBS check in order to carry out their role for the Diocese or a parish.

A bishop may not license a reader or lay worker unless the bishop is satisfied that the candidate has undergone training relating to the safeguarding of children and vulnerable adults. In addition, Working Together 2015, the government guidance on how organisations address child protection issues, sets out that “All staff should be given a mandatory induction, which includes familiarisation with child protection responsibilities and procedures to be followed if anyone has any concerns about a child’s safety or welfare”.

Evaluation and review

All courses will be based on those set as Core and Specialist Modules as part of the Safeguarding Training and Development Practice Guidance issued by the House of Bishops. A record of attendance will be kept by the Diocesan Safeguarding Team, and reminders sent to those who have not met minimum requirements.

The Strategy is evaluated, reviewed and adjusted annually in response to new legislation, policies and guidance as advised by the National Safeguarding Team, and feedback from previous training sessions.



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Current courses

The annual training programme is set by the Diocesan Safeguarding Adviser, in consultation with the Diocesan Ministry and Training Team, the Safeguarding Reference Group and the Diocesan Bishop. Church officer training is delivered by the Diocesan Safeguarding Adviser or his/her Assistants, with support from recruited voluntary trainers, at accessible venues in the Diocese.

The following table lists courses available as part of the Diocesan Training Strategy for 2018/19. A range of training opportunities is provided, reflecting the needs of the target groups. Local, tailor-made courses for deaneries or groups of parishes can be negotiated on request, to be delivered by voluntary parish trainers.

Attendance at courses must be booked in advance.

To book directly onto any of the following courses, please click on the following link:

<http://dioceseofsouthwarksafeguarding.eventbrite.co.uk/>

Please note: if you need to cancel your attendance please do inform us with as much notice as possible so the place can be offered to someone else.

Online Safeguarding Training

The National Safeguarding Team have now also issued e-learning modules: 'C0: Safeguarding Basic Awareness' and 'C1: Safeguarding Foundations'.

Please note that you'll need to register for the online system before you undertake the course. The sign up email may take a couple of days to then arrive (see below).

Online Safeguarding Training Instructions

Clicking on the link below takes you to the Church of England training portal. Click on the picture under the heading 'Online Courses'. This will take you to the registration and login page.

On the right hand side, please read the introduction under 'Is This your first time here?', then click on 'Create new account' and enter your details.

When you enter your parish details, please put the parish as well as your church's name, e.g. St Mary, Brixton, as we need to distinguish between different churches of the same name.

Once you have completed the registration information you will receive an email to the email address you have used to sign up. Please note, that this may take a couple of days to arrive.

It will contain a link which you follow to confirm your registration. It will take you back to the main page and will ask you to log in. You then see a series of pictures, select 'Online courses' then select either 'C0 Safeguarding Basic Awareness' or 'C1 Safeguarding Foundations'.

A full link of instructions to the training are available at:

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



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Diary of Events 2018/9

<u>Course Title</u>	<u>Week day</u>	<u>Date</u>	<u>Time</u>	<u>Venue</u>
C1: Foundation	Saturday	08/09/2018	10am - 1pm	Trinity House
C5: Refresher - Extension	Wednesday	12/09/2018	10am - 1pm	Trinity House
C2: Leadership	Saturday	15/09/2018	10am - 1pm	Holy Trinity, South Wimbledon
C3: Foundation & Leadership for ministers	Saturday	22/09/2018	10.30am - 4pm	Trinity House
C3: Foundation & Leadership for ministers	Tuesday	09/10/2018	10.30am - 4pm	Holy Trinity, South Wimbledon
C1: Foundation	Wednesday	24/10/2018	10am - 1pm	Christ Church, Purley
S1: Safer Recruitment	Saturday	27/10/2018	10.30am - 1pm	Trinity House
S3: Responding to Domestic Abuse	Saturday	10/11/2018	10.30am - 1pm	Trinity House
C1: Foundation	Tuesday	20/11/2018	10am - 1pm	Christ Church, New Malden
C3: Foundation & Leadership for ministers	Tuesday	20/11/2018	10.30am - 4pm	Trinity House
C5: Refresher - Extension	Tuesday	27/11/2018	10am - 1pm	Christ Church New Malden
C2: Leadership	Thursday	29/11/2018	10am - 1pm	The Good Shepherd, Carshalton Beeches
C2: Leadership	Wednesday	09/01/2019	10am - 1pm	Trinity House
C3: Foundation & Leadership for ministers	Tuesday	15/01/2019	10.30am - 4pm	Trinity House
L1: Safeguarding for Administration and Hall Booking	Tuesday	29/01/2019	10.00am - 4pm	Trinity House
C5: Refresher - Extension	Wednesday	30/01/2019	10am - 1pm	Trinity House
C1: Foundation	Saturday	09/02/2019	10am - 1pm	Trinity House
C2: Leadership	Saturday	16/02/2019	10am - 1pm	Christ Church, New Malden
S1: Safer Recruitment	Tuesday	19/02/2019	1.30 pm - 4pm	St Barnabas, Clapham Common
S3: Responding to Domestic Abuse	Wednesday	20/02/2019	10.30am - 1pm	Christ Church, Purley
C3: Foundation & Leadership for ministers	Saturday	16/03/2019	10.30am - 4pm	Trinity House
C5: Refresher - Extension	Saturday	30/03/2019	10am - 1pm	Trinity House
C3: Foundation & Leadership for ministers	Thursday	11/04/2019	10.30am - 4pm	The Good Shepherd, Carshalton Beeches



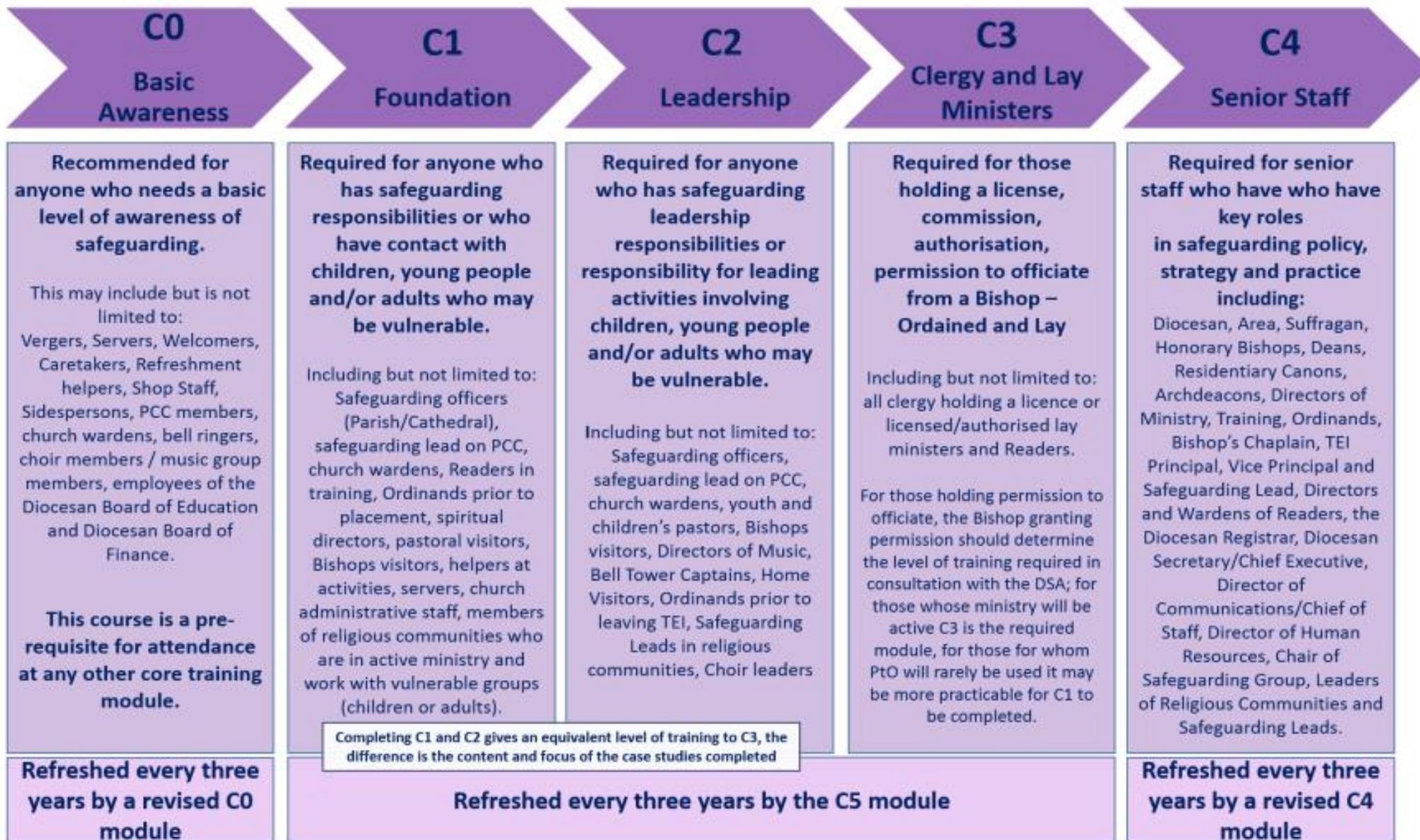
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S3: Responding to Domestic Abuse	Tuesday	07/05/2019	1.30 pm - 4pm	St Barnabas, Clapham Common
C1: Foundation	Saturday	11/05/2019	10am - 1pm	The Good Shepherd, Carshalton Beeches
C3: Foundation & Leadership for ministers	Tuesday	14/05/2019	10.30am - 4pm	Trinity House
C5: Refresher - Extension	Wednesday	15/05/2019	10am - 1pm	Christ Church, Purley
C2: Leadership	Saturday	18/05/2019	1.30pm - 4.30pm	Christ Church, Purley
S2: Sacrament of Reconciliation and Safeguarding	Thursday	23/05/2019	2pm - 4pm	Trinity House
C1: Foundation	Tuesday	04/06/2019	10am - 1pm	Christ Church, New Malden
S1: Safer Recruitment	Saturday	08/06/2019	10.30am - 1pm	The Good Shepherd, Carshalton Beeches
C3: Foundation & Leadership for ministers	Saturday	15/06/2019	10.30am - 4pm	Trinity House
C2: Leadership	Wednesday	19/06/2019	10am - 1pm	Trinity House
C5: Refresher - Extension	Thursday	27/06/2019	10am - 1pm	Trinity House
C3: Foundation & Leadership for ministers	Tuesday	16/07/2019	10.30am - 4pm	Trinity House



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Practice Guidance: Safeguarding Training and Development



Completing C1 and C2 gives an equivalent level of training to C3, the difference is the content and focus of the case studies completed



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Summary of courses

Module	Learning Objectives	Who for	Dates	Venue
C0: Basic awareness	<ul style="list-style-type: none"> • 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 	See page 11	Online course available A full link of instructions to the training are available at: https://safeguardingtraining.cofeportal.org/	
C1: Foundation	<ul style="list-style-type: none"> • Describe the scope of safeguarding children and adults in the church context. • Know the range of current state legislation, statutory guidance and Church of England policies and guidance relevant to safeguarding, and the need to work in partnership with statutory agencies. • Describe your personal role and responsibilities in relation to others, including self-protection, and who to report safeguarding concerns and information to. • Evidence how you respond well to safeguarding information, including who to inform, referral for investigation and the boundaries of confidentiality. • Work safely in your role following C of E /College/Diocesan /Parish preventative practice guidance 	See page 11 In preparation for attending C1 we ask you to complete the online C0 course (see above)	Sat 8 September 2018 10am – 1pm	Trinity House
			Wed 24 October 2018 10am – 1pm	Christ Church, Purley
			Tues 20 November 2018 10am-1pm	Christ Church, New Malden
			Sat 9 February 2019 10am-1pm	Trinity House
			Sat 11 May 2019 10am-1pm	The Good Shepherd, Carshalton Beeches
			Tues 4 Jun 2019 1.30pm-4.30pm	Christ Church, New Malden



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<p>C1: Foundation</p>			<p>Online course available</p> <p>A full link of instructions to the training are available at:</p> <p>https://safeguardingtraining.cofeportal.org/</p>
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Module	Learning Objectives	Who for	Dates	Venue
<p>C2: Leadership</p>	<ul style="list-style-type: none"> List key statutory sector partners and know how to contact those relevant to your current work Name diocesan/TEI/Cathedral partners, including the Diocesan Safeguarding Adviser or equivalent Describe diocesan safeguarding processes for responding to serious safeguarding situations, responding to children and adults (including survivors) and referral to other agencies; managing posers of risk and review of safe working practices. Demonstrate the accurate recording and safe storage of safeguarding information. Undertake an annual audit and review of TEI/diocese/cathedral/parish safer working practices. 	<p>See page 11</p>	<p>Sat 15 September 2018 10am-1pm</p> <p>Thur 29 November 2018 10am – 1pm</p> <p>Wed 9 January 2019 10am-1pm</p> <p>Sat 16 February 2019 10am – 1pm</p> <p>Sat 18 May 2019 1.30pm – 4.30 pm</p> <p>Wed 19 June 2019 10am-1pm</p>	<p>Holy Trinity, Wimbledon</p> <p>The Good Shepherd, Carshalton Beeches</p> <p>Trinity House</p> <p>Christ Church, New Malden</p> <p>Christ Church, Purley</p> <p>Trinity House</p>



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Module	Learning Objectives	Who for	Dates	Venue
C3: Foundation/ leadership for ministers	<ul style="list-style-type: none"> • Be aware of the scope of safeguarding children and adults in the church context. • Be aware of the range of current state legislation, statutory guidance and Church of England policies/guidance and the need to work in partnership with statutory agencies. • Describe ways to work in partnership within the diocese and with external agencies. List key statutory sector partners and know how to contact those relevant to your current work. • Be equipped to ensure senior staff and the DSA are informed of all parish safeguarding issues. • Be able to explain personal roles and responsibilities as incumbent/priest-in-charge/curate/licensed or authorised minister. • Be aware of how you respond well to safeguarding information, including who to inform, referral for investigation and the boundaries of confidentiality. • Describe diocesan safeguarding processes for responding to serious safeguarding situations, responding to children and adults (including survivors) and referral to other agencies; managing risk and review of safe working practices. • Demonstrate the accurate recording and safe storage of safeguarding information. • Work safely in your role following policy and preventative practice guidance • Undertake an annual audit and review of parish/cathedral safer working practices. 	See page 11	Sat 22 September 2018 10.30am-4pm	Trinity House
			Tue 9 October 2018 10.30 am – 4pm	Holy Trinity, Wimbledon
			Tue 20 November 2018 10.30am-4pm	Trinity House
			Tue 15 January 2019 10.30am-4pm	Trinity House
			Sat 16 March 2019 10.30am-4pm	Trinity House
			Thurs 11th April 2019 10.30am – 4pm	The Good Shepherd, Carshalton Beeches
			Tue 14 May 2019 10.30am-4pm	Trinity House
			Sat 15 June 2019 10.30am-4pm	Trinity House
			Tue 16 July 2019 10.30am-4pm	Trinity House



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Module	Learning Objectives	Who for	Dates	Venue
C5: Refresher/ extension	Refresher of C1/C2/C3 as appropriate <ul style="list-style-type: none"> List, access and describe changes to legislation and practice guidance and to House of Bishops' policies and practice guidance relevant to safeguarding that have come into force since their last participation in safeguarding training Critically review personal working practice Commit to integrate resulting changes into current working practice Reflect theologically on safeguarding issues encountered in public ministry. 	Incumbents, House for duty Non-stipendiary ministers Chaplains holding Bishop's licence Licensed/authorised lay ministers Clergy holding the Bishop's Permission to Officiate Those who have undertaken C1 and C2 who want a refresher workshop on safeguarding in the church context	Wed 12 September 2018 10am-1pm	Trinity House
			Tue 27 November 2018 10am-1pm	Christ Church, New Malden
			Wed 30 January 2019 10am-1pm	Trinity House
			Sat 30 March 2019 10am-1pm	Trinity House
			Wed 15 May 2019 10am-1pm	Christ Church, Purley
			Thur 27 June 2019 10am-1pm	Trinity House



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Module	Learning Objectives	Who for	Dates	Venue
S1: Safer Recruitment	<ul style="list-style-type: none"> • Be able to access and describe practice guidance relevant to recruitment and appointments • Be able to describe the scope of safer recruitment procedures in the church context for all paid staff and volunteers with children and adults • Be able to implement House of Bishops' practice guidance for safer recruitment • Be able to refer for criminal record checks and understand the process • Be able to identify and overcome any barriers to implementation 	Those with responsibility for administering DBS	Sat 27 Oct 2018 10.30am-1pm	Trinity House
		Clergy and those with recruitment responsibilities (for example designated members of PCCs or members of staff who regularly sit on interview panels)	Tue 19 Feb 2019 1.30pm-4pm	St Barnabas, Clapham Common
		Senior staff where they are involved in recruitment	Sat 8 Jun 2019 10.30am-1pm	The Good Shepherd, Carshalton Beeches
		Diocesan/Parish/Cathedral Safeguarding Officers		
		Safeguarding Leads on PCC/within Religious Communities/within TEIs		



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<p>S2: Sacrament of Reconciliation (including safeguarding implications)</p>	<ul style="list-style-type: none"> • Be able to access and describe current legislation and practice guidance relevant to information sharing, confidentiality and consent • Evidence knowledge of when information must and must not be shared and with whom • Develop strategies for self-protection • Set boundaries with receivers of pastoral care to protect both parties • Clarify the difference between formal sacrament of reconciliation and other confidential encounters regarding information sharing • Reflect on the challenges to faith that may arise from safeguarding situations for those involved in them. 	<p>Priests in holy orders. Curates will receive this course as part of their IME, so should not apply</p>	<p>Thur 23 May 2019 2-4pm</p>	<p>Trinity House</p>
<p>S3: Responding to domestic abuse</p>	<ul style="list-style-type: none"> • List key statistics and describe possible behaviours relating to domestic abuse • Consider how to support those facing domestic abuse and what churches can do • Describe a range of ways to manage risk to children and adults who are vulnerable • List and describe referral pathways and the roles of supporting agencies • Reflect on the implications of responding well to domestic abuse and reflect on some key theological issues. 	<p>Incumbents/priests in charge and other authorised ministers and other church officers who have completed C1 and C2</p>	<p>Sat 10 November 2018 10.30 – 1pm</p>	<p>Trinity House</p>
			<p>Wed 20 February 2019 10.30am-1pm</p>	<p>Christ Church, Purley</p>
			<p>Tue 7 May 2019 1.30pm-4pm</p>	<p>St Barnabas, Clapham Common</p>



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Module	Learning Objectives	Who for	Dates	Venue
L1: Safeguarding Administration and Hall Booking	<ul style="list-style-type: none">• Understanding safeguarding of children and vulnerable adults in a church environment• Understand your roles and responsibilities in relation to others• Know when and how to refer concerns and seek advice• Responding to, recording and handling of sensitive information• To be familiar with the sections of 'A Safe Church', the diocesan manual for safeguarding children and vulnerable adults, which relate to users of premises• To understand the implications of them in your particular setting• To understand the specific role and responsibilities of Premises Managers and Hall Bookers in relation to the roles of others in the parish• To know what to do if you have safeguarding concerns or problems.	<p>People in administrative roles in parishes, Episcopal Area and Diocesan Offices who have not undertaken safeguarding training previously and who have roles which involve telephone or face to face contact with the public</p> <p>Those responsible for managing and booking lettings</p>	Tues 29 January 2019 10am - 4pm	Trinity House



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Module	Learning Objectives	Who for	Dates	Venue
L4: Safeguarding in the parish	<ul style="list-style-type: none">• understanding safeguarding children and vulnerable adults in the church environment, as part of pastoral caring• developing safer working practices, familiarity with 'A Safe Church' Diocesan policies, procedures and guidelines and the role of the Diocesan Safeguarding Adviser• understanding roles and responsibilities in relation to the roles of others• developing insights into handling concerns.	Parish workers with children and young people, and vulnerable adults, PCC members, welcomers, servers.	<p><i>NB – this course is similar in content to C1. It is designed to be delivered within the parish (or across a small group of parishes) to enable discussions about local safeguarding arrangements.</i></p> <p>To arrange a training session for your parish, please contact the Safeguarding Training Administrator: carol.rimmer@southwark.anglican.org</p>	