

Safeguarding training prospectus

Level	For	Led by	Aim and content	Frequency
Basic (15 minute) Or a service	Church members/ attendees	Leaders of services/ meetings	OBJECTIVE : to introduce the key principle : Safeguarding is everybody's business and raise the profile of safeguarding. Raise awareness of our safeguarding policy and procedures within the church. ○ Whole service or smaller section in / Safeguarding Sunday (dedicated resources) / "The Caring Church" Service ○ Video: stand alone or part of the service ○ Draw attention to the churches safeguarding policy and Sources of support ○ Share resources including poster / statement of purpose , action cards ○ Encourage members to attend training and support the coordinator	Annually within a Church service / Safeguarding Sunday or AGM
 Level 1 (2 .5 hours) Group A	Volunteer workers within the Church. Required for : Sunday School Teachers, Voluntary Youth Workers. church pastoral visitors on behalf of the church, Those who are responsible for church activities: Deacons / elders / trustees (even if not directly involved in face to face)	Panel training officer or qualified volunteer	OBJECTIVE: to ensure volunteers are aware of signs of abuse and know how to respond. Awareness of safeguarding policy and basic principles and good practice What is a safer church ○ Principles of good practice : ○ Brief overview of Recruitment and DBS checks ○ What is safeguarding and who is vulnerable? ○ Identify concerns and abuse ○ How to respond to concerns and disclosures – who to report to ○ Application: What should this look like in my church. What is my role? ○ Sources of support	3 yearly
 Coordinators (2 .5 hours) Group A /B	Local safeguarding coordinators Required for coordinators. Should also attend level 2 training	Panel Training officer	OBJECTIVE: Local coordinators understand the practical and administrative aspects of their role. CONTENT: ○ Understand the main responsibilities of the local coordinator role ○ your safeguarding policy and the safer church ○ the safer recruitment and DBS process ○ what records you need to hold ○ managing those who may pose a risk ○ Sources of support ○ first steps to take if you have a safeguarding concern	3 yearly

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 Level 2 (6 hours) Group B	Mandatory for: Denomination Leaders, Church Ministers and Leaders Candidates for the Ministry , Training Co-ordinators Employed church workers / youth workers/ family workers Recommended for: local coordinators Open to: volunteers with leadership responsibility.	Panel Training Officer	OBJECTIVE: To embed an understanding of safeguarding (policy and procedures, principles and good practice, signs of abuse and neglect and knowing how to respond to concerns and disclosures.) a leader to understand their key role in creating a healthy culture and leading by example Content: ○ The content and implications of the safeguarding policy ○ What is safeguarding and who is vulnerable? ○ What to look out for and how to respond –and the importance of following the appropriate procedures when dealing with concerns and disclosures. ○ Barriers to disclosure /reporting ○ Awareness of a leaders safeguarding responsibilities and accountability- their role and responsibilities to promote and develop safeguarding locally including to develop a healthy culture ○ Local self assessment process to ensure that suitable safeguarding procedures are working within the local church. ○ Safer recruitment overview ○ Introduction to Trauma Informed Practice ○ Responding well to survivors / victims of abuse ○ The importance of ensuring an individuals voice is heard ○ Discuss 'scenarios' to promote knowledge of the type of cases and the action that should be taken. ○ Sources of support and advice	3 yearly
 Verifiers Up to one hour	Mandatory for all who are verifying DBS applications and ID on behalf of the Panel	Panel Administrative officer	OBJECTIVE: to understand the practical aspects of the verifiers' role and the importance of adhering to the DBS code of conduct. Content: ○ Develop a clear understanding of the Disclosure and Barring Service process and how this forms part of the safer recruitment process" ○ How to check DBS forms – and common errors to look out for ○ The ID checking process and what documents are acceptable ○ Panel verifier form and form 2 ○ DBS eligibility overview / regulated activity	3 yearly