



# PRACTICE GUIDANCE: SAFEGUARDING TRAINING AND DEVELOPMENT



**Recommended for anyone who needs a basic level of awareness of safeguarding.**

This may include but is not limited to:

Vergers, Servers, Welcomers, Caretakers, Refreshment helpers, 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.

**This course is a pre-requisite for attendance at any other core training module.**

**Refreshed every three years by a revised C0 module**

**Required for anyone who has safeguarding responsibilities or who has contact with children, young people and/or adults who may be vulnerable.**

This may include but is not limited to:

Safeguarding officers (Parish/ Cathedral), safeguarding lead on PCC, churchwardens, Readers in Training, Ordinands prior to placement, pastoral visitors spiritual directors, church administration staff, Bishops visitors, helpers at activities, Servers, members of religious community who are in active ministry and work with vulnerable groups (children or adults).

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

**Refreshed every three years by the C5 module**

**Required for anyone who has safeguarding leadership responsibilities or responsibility for leading activities involving children, young people and/ or adults who may be vulnerable.**

This may include but is not limited to:

Safeguarding officers, safeguarding lead on PCC, churchwardens, youth and children's pastors, Bishops visitors, Directors of Music, Bell Tower Captains, Home visitors, Ordinands prior to leaving TCI, Safeguarding Leads in Religious communities, Choir leaders.

**Required for those holding a license, commission, authorisation, permission to officiate from a Bishop - Ordained and Lay**

This may include but is not limited to:

All clergy holding a licence or licensed/ authorised Lay Ministers and Readers.

For those holding permission to officiate, the Bishop granting permission should determine the level of training required in consultation with the DSA; for those whose ministry will be active, C3 is the required module, for those whom PtO will rarely be used, it may be more practicable for C1 to be completed.

**Required senior staff who have key roles in safeguarding policy, strategy and practice including:**

Diocesan, Area, Suffragan, Honorary Bishops, Deans, Residentiary Canons, Archdeacons, Directors of Ministry, Training, Ordinands, Bishop's Chaplain, Safeguarding Lead, Directors & Wardens of Readers, the Diocesan Registrar, Diocesan Secretary, Head of Communications, Head of Church House Operations, Chair of the Safeguarding Group, Leaders of Religious Communities and Safeguarding Leads.

**Refreshed every three years by a revised C4 module**