

To show the Light and Love of Jesus for All

Safeguarding Learning and Development Policy

Version 2.0

Author: Maureen Phillips, Parish Safeguarding Officer

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This policy summarises for staff and volunteers in St Paul's, the safeguarding training requirements specified in the House of Bishops' Practice Guidance, Safeguarding Learning and Development Framework, published in April 2021 and in operation from 1st January 2022.

Introduction

The House of Bishops' Safeguarding and Learning and Development Framework aims to bring about a culture- shift away from safeguarding being seen as an appendage to the church's mission, to something that flows from within 'the soul of the church'. It needs to become something that is at the heart of what we are about. Rt Rev'd Dr Jonathan Gibbs, Lead Bishop for Safeguarding states that 'effective safeguarding learning is one of the key means by which we will become a safer and healthier Church. It can be truly transformational and the learning pathways in our Framework aim to achieve this'. Too often, training has been delivered following major safeguarding failures, which explains the reasons for failure and focusses on processes, without changing hearts and minds or behaviour. The new generation of training aims to engender good safeguarding behaviours which flow naturally and intuitively.

A separate document, **Safeguarding Training, DBS Requirements and Safer Recruitment requirements for Mission and Ministry in St Paul's,** provides an easy reference for each the training requirements for each role. It is updated whenever roles are added or there are changes to national guidance and published separately from this policy. This policy is confined to principles and how we administer training in St Paul's and needs to be read in conjunction with the more detailed document.

> All safeguarding policies can be found on the website at this link: <u>stpaulsletchworth.co.uk/safeguarding</u>

If you have any questions or wish to provide feedback about this document or any other safeguarding matter, please email the Parish Safeguarding Officer at: safeguarding@stpaulsletchworth.co.uk

Safeguarding Training

Role descriptions for all paid and volunteer roles will set out the safeguarding training for the role. The House of Bishops' Practice Guidance requires all designated safeguarding training to have been completed within the induction period. For clarity in St Paul's we require Basic Awareness training to be completed within one month of starting in role and where applicable, Foundation training within three months.

The Core Training Pathway applies to the majority of roles within St Paul's and is modular:

- C0 Basic Awareness
- C1 Foundations
- C2 Leadership

C0 must be completed before C1 and, where applicable C0 and C1 before C2. Safeguarding training must be refreshed every three years, but only at the highest level previously attained. So for example, someone who has done C0 and C1 will only have to refresh at C1 level.

CO and C1 courses are accessed via the National Safeguarding Training Portal – details at the end of this policy. Relatively few roles are required to complete C2, which is delivered at diocesan level on Zoom.

A major change to national policy is that Basic Awareness Training is a requirement of all 'church officers', defined as anyone appointed/elected by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid. The roles to which this applies are set out in Safeguarding Training, DBS Requirements and Safer Recruitment requirements for Mission and Ministry in St Paul's,

Toolkit Specific Pathway – Safer recruitment and people management or S1

Anyone who has responsibility for appointing staff or volunteers must first complete this training, delivered via the National Safeguarding Training Portal. In St Paul's, this applies to the leads for each of the 'domains' within the Framework for Mission and Ministry in St Paul's, the clergy, the wardens, the parish safeguarding officer, the chair of the HR committee and the DBS administrator.

Issue Specific Pathway – Raising Awareness of Domestic Abuse

This course is a requirement for clergy and those holding Bishop's license, all members of PCC and parish safeguarding officers. It is recommended for anyone who holds a pastoral role within the church. Pre-requisites are Basic Awareness and Foundation, It is accessed through the National Safeguarding Training Portal and must be refreshed every three years.

Monitoring Safeguarding Training Attendance

Details of everyone who requires safeguarding training are held on ChurchSuite. The system flags up those who need to do initial training or refresher training. The relevant ministry lead and the parish safeguarding officer monitor safeguarding attendance. The document , **Safeguarding Training, DBS Requirements and Safer Recruitment requirements for Mission and Ministry in St Paul's,** sets out whether for any given role it is the responsibility of the PSO or the ministry lead to do this, but the PSO will nevertheless offer support to any ministry lead as may be needed.

How to Enrol in a module:

Basic Awareness, Foundation, Safer Recruitment and People Management and Raising Awareness of Domestic Abuse can all be accessed online via the National Safeguarding Training Portal at: <u>Safeguarding Training Portal (cofeportal.org)</u>

Please let your ministry lead or the parish safeguarding officer know if you do not have access to a computer and arrangements will be made to ensure that you can complete the relevant courses.

You will receive a 'badge' or certificate when you have completed the course. Please forward this to the parish safeguarding officer - <u>safeguarding@stpaulsletchworth.co.uk</u> - who will update the records on ChurchSuite.

Arrangements for booking C2 Leadership will be via the Diocesan website.

Updates to this policy:

This policy will be revised following the national policy revision in 2024. The associated document, Safeguarding Training, DBS Requirements and Safer Recruitment requirements for Mission and Ministry in St Paul's, will be updated whenever roles are added to our Framework for Mission and Ministry, the latest version of which will be available on the website, accessed via the safeguarding portal on the home page.