

Safeguarding and Authorised Lay Ministry in Rochester Diocese.

Canon law of the CofE requires that all ordained and lay ministers must have up to date Enhanced Disclosure Document from the DBS service, and must attend appropriate safeguarding training at regular intervals.

“The bishop of a diocese may not license a person to exercise the office of reader in the diocese unless the bishop is satisfied that the person has undergone suitable training in matters relating to the safeguarding of children and vulnerable adults.” (Canon E5 para 4) In Rochester Diocese, we apply the same standards in safeguarding protocol for all lay ministers who are authorised or commissioned by the Bishop, and for those with Permission to Officiate or Permission to Minister, as we do for those who are licensed as Readers of LLMs.

This applies to

Readers – licensed or ministering with PTO,
Pastoral assistants - authorised, or ministering with PTM
Evangelists – commissioned, associate, or ministering with PTM
Commissioned Anna Chaplains and Anna Friends.

All Lay Ministers must have an Enhanced DBS, which is a record of an individual's Convictions, Cautions, Reprimands and Warnings and can also include intelligence held by the police and/or the DBS that relates to that individual's suitability for ministry authorised by the Diocese. For more a detailed explanation please see:

<http://files.ccpas.co.uk/documents/DisclosureService.pdf>

About 3 months before your DBS needs renewing Tricia Cliffe will alert you that this needs to be done, and can advise you who the Lead Recruiter in your parish is. The Lead Recruiter will need to see several proofs of ID, and has the training to access the DBS website and to apply on line for your check.

It is important that when this is done, you apply under the job title authorised lay minister (volunteer) and you apply for enhanced disclosure, for working with children and vulnerable adults

Although most new or renewed DBS certificates come through quite quickly, there are some which take months so please respond when you are reminded and allow 3 months for processing. The clearance comes in the form of a certificate posted to the lay minister, and it is his/her responsibility to forward the certificate number and date of issue to Tricia for our records, so we have evidence that you have up to date clearance.

The safeguarding training offered to lay ministers is now the national church C3 module - a 6 hour training session which is offered at a variety of venues across the diocese, on weekdays and Saturdays. On completion of the training a certificate is issued which is recognised nationally so anyone moving to another diocese will be asked to show this.

If you previously attended "Facing the Unthinkable" in 2016 you will not be required to attend C3 until 2019, but all other lay ministers who have not yet done so must attend in 2018.

Karen Senior, Warden of Lay Ministry.

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