

### Guide Safeguarding Training to Core Modules

<b>C0 Basic Awareness</b>	<b>C1 Foundation</b>	<b>C2 Leadership</b>	<b>C3 Clergy and Lay Ministers</b>	<b>C4 Senior Staff</b>
<p>Recommended for anyone who needs a basic level of awareness of safeguarding</p> <p><b>This course is a pre-requisite for attendance at any other core training module</b></p> <p>Including but is not limited to:            Vergers, Servers            Welcomers,            Caretakers,            Refreshment helpers, Shop Staff,            Sidespersons, PCC members, church wardens, bell ringers, choir members / music group members, employees of the Diocesan Board of Education and Diocesan Board of Finance.</p>	<p>Required for anyone who has safeguarding responsibilities or who have contact with children, young people and/or adults who may be vulnerable.</p> <p>Including but not limited to:            Safeguarding officers (Parish/Cathedral), safeguarding lead on PCC, church wardens, Readers in training, Ordinands prior to placement, spiritual directors, pastoral visitors, Bishops visitors, helpers at activities, servers, church administrative staff, members of religious communities who are in active ministry and work with vulnerable groups (children or adults).</p>	<p>Required for anyone who has safeguarding leadership responsibilities or responsibility for leading activities involving children young people and/or adults who may be vulnerable.</p> <p>Including but not limited to:            Safeguarding officers safeguarding lead on PCC, church wardens, youth and children’s pastors, Bishops visitors, Directors of Music, Bell Tower Captains, Home Visitors, Ordinands prior to leaving TEI, Safeguarding Leads in religious communities, Choir leaders</p>	<p>Required for those holding a license, commission, authorisation, permission to officiate from a Bishop – Ordained and Lay</p> <p>Including but not limited to:            all clergy holding a licence or licensed/authorised lay ministers and Readers.</p> <p>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 for whom PtO will rarely be used it may be more practicable for C1 to be completed.</p>	<p>Required for senior staff who have key roles in safeguarding policy, strategy and practice including:</p> <p>Diocesan, Area, Suffragan, Honorary Bishops, Deans, Residentiary Canons, Archdeacons, Directors of Ministry, Training, Ordinands, Bishop’s Chaplain, TEI Principal, Vice Principal and Safeguarding Lead, Directors and Wardens of Readers, the Diocesan Registrar, Diocesan Secretary/Chief Executive, Director of Communications/Chief of Staff, Director of Human Resources, Chair of Safeguarding Group, Leaders of Religious Communities and Safeguarding Leads.</p>
<p>Refreshed every three years by a revised C0 module</p>	<p>Refreshed every three years by the C5 Module</p>			<p>Refreshed every three years by a revised C4 module</p>

<b>Matrix of Safeguarding Training for Parishes</b>					
<b>Role</b>	<b>C0</b>	<b>C1</b>	<b>C2</b>	<b>C3</b>	<b>C5</b>
Incumbent and clergy, including those that hold PTO	✓	x	x	✓	✓
Licensed lay ministers e.g. readers	✓	x	x	✓	✓
Parish workers with children/vulnerable adults (paid or volunteer)	✓	✓	x	x	✓
Leaders/supervisors of work with children/vulnerable adults (paid or volunteer)	✓	✓	✓	x	✓
Parish safeguarding officers	✓	✓	✓	x	✓
Church operations managers	✓	✓	x	x	✓
Church wardens	✓	✓	✓	x	✓
PCC members	✓	x	x	x	x
PCC safeguarding leads	✓	✓	✓	x	✓
Youth and children's pastors (if not ordained or licensed)	✓	✓	✓	x	✓
Music group leaders/ choir leaders	✓	✓	✓	x	✓
Bell tower captains	✓	✓	✓	x	✓

## **Training Requirements**

### Core Modules

C0 the online basic awareness course is a **mandatory** course for all of those undertaking/attending any other course.

Those undertaking the C1 online foundation course must undertake C0.

Those who are required to attend the C2 leadership module (face to face) must in addition to C0 undertake the C1 online foundation course.

Those who are required to attend the C3 module (face to face) for clergy and those authorised, commissioned or licensed by the Bishop (this includes those having Permission To Officiate (PTO)) must undertake C0.

Each module is valid for three years and C5 refresher course will be delivered from 2020.

If you wish to deliver the C0 or C1 modules as face to face training within your own parish, please contact Alison Jones ([Alison.jones@rochester.anglican.org](mailto:Alison.jones@rochester.anglican.org)) to obtain an attendance list for completion and return, so certificates can be issued.

### Specialist Modules

S1 Safer Recruitment – this face to face session is delivered as part of C2 and C3. Four courses will be delivered in 2019 primarily for Lead Recruiters.

S3 Responding to Domestic Abuse – This face to face session will be delivered in each of the Archdeaconries in 2019 as part of a multi-agency conference. Parishes will be encouraged to send the Incumbent (or another member of clergy) and the Parish Safeguarding Officer. A further session will be held in 2020 for those unable to attend the dates in 2019.

As the training is delivered in accordance with the House of Bishops' Guidance, it is portable between Dioceses and Church of England institutions. Training delivered by other organisations is not recognised by the Church of England therefore there is no alternative to undertaking the training.