



# Safe Ministry Frequently Asked Questions

## 1. Why have the Safe Ministry rules changed so much recently?

Safe Ministry arrangements have changed greatly over the past few years following the royal commission. State and Church legislation has evolved over this time, and will continue to evolve, to ensure children and young people are kept safe. Over this last year or so, there has been a shift to include all vulnerable people. As we look at the life of Jesus, we see this call to care for all God's people.

## 2. Everything refers to children, should we be referring to vulnerable people?

While safe ministry addresses safety for all people including children and vulnerable adults, we do have child specific documents, processes and resources.

## 3. When do I need to have completed the Safe Ministry training?

All current clergy, lay employees and volunteers are required to have completed their required training. For new position holders, please ask them to complete training before they begin volunteering. Training is required to be updated every 3 years. Refresher training will be available in 2024.

## 4. What training do I need to do?

All volunteers need to complete Safe Ministry Essentials training (level 1).

Those in child-related roles are also required to complete Safe Ministry with Children and Young People training (level 2).

Safe Ministry Implementation for Senior Leaders training (level 3) is also required for all those involved in the implementation of safe ministry policies, codes, and procedures. This includes all clergy, parish council and wardens, child safety officers, and coordinators of ministry to children and youth.

## 5. Does someone required to complete Safe Ministry Implementation for Senior Leaders (level 3) also need to do Safe Ministry Essentials (level 1) and Safe Ministry with Children and Young People (level 2) training?

Because training is based on the role of each volunteer, not all volunteers are required to do the same training.

- Some volunteers will need to complete only Safe Ministry essentials (level 1),
- some others will need to complete Safe Ministry Essentials (level 1) and Safe Ministry with Children and Young People (level 2),
- others will need to complete Safe Ministry Essentials (level 1) and Safe Ministry Implementation for Senior Leaders (level 3),
- while still others will need to complete all three levels.

Your Parish Child Safe Officer will advise you of which training modules you will need to complete.

## **6. Will all volunteers (not working with children) need to do Safe Ministry Essentials training? Does this include all volunteers, eg. lawn mowers, scripture readers, flower roster, silver polishers?**

Yes. This is because the Safe Ministry Essentials training covers safety for all people. Topics covered in this module include biblical foundations, screening, healthy boundaries, and developing an awareness of diocesan policies and procedures relating to protection, safety, and wellbeing of all people.

## **7. Where can I access Safe Ministry documents in my language?**

The diocese has translated some of the safe ministry documents into other languages. These are available, on the [Safe Ministry Toolbox](#).

## **8. Why is there a Safe Ministry policy in addition to a Code of Conduct for Child Safety and Wellbeing and Faithfulness in Service?**

The Safe Ministry policy is an over-arching policy for the protection of all people. The Code of Conduct for Child Safety and Wellbeing is a specific code regarding behaviour towards children. Faithfulness in Service is a national code of conduct regarding behaviour towards all people. These documents all work together in ensuring safety for all people in our churches.

## **9. What about our parish documents?**

All parishes/AAC councils are required to adopt the Diocesan Safe Ministry documents. As all Parishes/AAC's engage with their community in different way, they are encouraged to document their processes for all position holders and congregation members to access, ensuring adherence to Diocesan Safe Ministry documentation and resources.

## **10. Why do volunteers have to sign the Code of Conduct for Child Safety and Wellbeing? What happens if I don't?**

All staff and volunteers are required to sign this Code of Conduct for Child Safety and Wellbeing, committing to behave in a safe manner with those they minister with as well as minister to. If volunteer does not sign this document, they will be asked to step down from their role.

## **11. My parish doesn't often have any children in the congregation; do our volunteers still need a Clearance for Service?**

Only specified roles and child-related roles require a Clearance for Service. Your Parish Child Safe Officer or Vicar will advise staff and volunteers when a Clearance for Service is required. It is important to be aware of changes to your parish congregations and apply for the appropriate clearance when children start to attend ministries in your parish. This [flowchart](#) will help determine when a Clearance for Service is required.

## **12. Why does this training need to be paid for?**

The Safe Ministry training is designed in consultation with a professional training organisation, Creating Safer Communities, utilising their many years' experience in the safe ministry area in religious organisations including other Anglican Diocese across Australia. This training is hosted via the Thinkific platform. This training is a user-pays system and the training costs have been kept low.

### **13. How do I know my personal information will be kept confidential and secure?**

Personal information required for clearances is stored securely by Kooyoora. The diocese does not see this information. Kooyoora's privacy statement can be found on their website.

[Kooyoora+Privacy+Statement.pdf \(squarespace.com\)](#)

### **14. Do I need to read/assent to Faithfulness in Service if I'm not clergy or an authorised lay employee?**

Faithfulness in Service is a code of conduct for personal behaviour the practice of pastoral ministry by clergy and church workers. It is important that all those involved in ministry throughout the Diocese have read Faithfulness in Service in conjunction with the Safe Ministry documents including the Code of Conduct for Child Safety and Wellbeing.

### **15. Who needs to sign the Code of Conduct for Child Safety and Wellbeing?**

The Code of Conduct for Child Safety and Wellbeing is to be signed by all all Church Workers (paid and volunteers), the Archbishop of Melbourne; and third party contractors engaged by ADOM to work with children.

### **16. How do we know whether what we call a particular role in a parish is the same as what's meant in the Professional Standards Uniform Act and Regulations?**

In June 2021, Archbishop in Council approved changes to the Professional Standards Uniform Regulations requiring those in ministry to children to apply for a Clearance for Service aligned with the Safe Ministry to Children Canon. In Schedule 1 of the Regulations, there is more information about what these roles include. Parishes need to determine which roles in their own parish are child-related according to Schedule 1. This [flowchart](#) will help determine when a clearance for service is required.