



# THE DIOCESE OF YORK

## What are the Safeguarding Training Modules and who needs to take them?

### **C0 – Awareness** (approx. 1 hour)

*Required for appropriate members of the congregation and community.*

- Signs and symptoms of abuse.

### **C1 – Foundation** (approx. 2½ hours)

*Required for helpers at child and vulnerable adult activities, PCC or Board of Trustees members, parish safeguarding representatives, churchwardens, ordinands, readers/ authorised lay in training, stipendiary and non-stipendiary curates, newly licensed readers, and clergy with bishop's permission to officiate.*

- Situate safeguarding in the context of the Church;
- Equip participants with knowledge of state and Church of England legislation, policies and practice guidance;
- Understand your personal role and responsibilities in relation to others, including self-protection, and who to report safeguarding concerns and information to;
- Evidence how you respond well to safeguarding information, including who to inform, referral for investigation and the boundaries of confidentiality; and
- Work safely in your role following C of E/ Diocesan/ Parish preventative practice guidance.

### **C2 – Leadership** (approx. 2½ hours)

*Required for leaders at child and vulnerable adult activities, parish safeguarding representatives, churchwardens, ordinands, readers/ authorised lay in training, stipendiary and non-stipendiary curates, newly licensed readers, and clergy with bishop's permission to officiate.*

- Explore practice guidance in diocesan safeguarding processes, including response to serious safeguarding situations, information recording and the importance of partnership working;
- Learn key statutory sector partners and know how to contact those relevant to your current work, including the Diocesan Safeguarding Adviser;
- Understand diocesan safeguarding processes for responding to serious safeguarding situations, including responding to victims and survivors and referral to other agencies; managing posers of risk and review of safe working practices;
- Demonstrate the accurate recording and safe storage of safeguarding information; and
- Undertake an annual audit and review of diocese/ parish safer working practices.

**C3 - Foundation/ leadership for licensed ordained ministers** (approx. 3 hours)

*Required for incumbents, house for duty, and senior ordained staff. Incorporates C1 and C2.*

- Equip incumbents, curates, licensed and authorised ministers to embed healthy parish safeguarding practice;
- Learn the scope of safeguarding children and adults in the church context.
- Know the range of current state legislation, statutory guidance and Church of England policies/guidance relevant to safeguarding, and the need to work in partnership with statutory agencies;
- Learn ways to work in partnership within the diocese and with external agencies: key statutory sector partners and know how to contact those relevant to your current work, be equipped to ensure senior staff and the diocesan safeguarding adviser are informed of all parish safeguarding issues;
- Understand personal roles and responsibilities as incumbent/ priest-in-charge/ curate/ licensed or authorised minister, provide evidence of how you respond well to safeguarding information, including who to inform, referral for investigation and the boundaries of confidentiality;
- Describe diocesan safeguarding processes for responding to serious safeguarding situations, including responding to victims and survivors and referral to other agencies - managing posers of risk and review of safe working practices;
- Demonstrate the accurate recording and safe storage of safeguarding information;
- Work safely in your role following C of E/ Diocesan/ Parish preventative practice guidance, and map the overview role to ensure safer working practice in the parish;
- Undertake an annual audit and review of parish/ cathedral safer working practices; and
- For incumbents, practice the key skills for effective supervision of the ministry team, curates and authorised lay ministers, churchwardens, safeguarding officer and church employees.

**C4 – Senior Leadership** (approx. 2½ hours)

*Required for senior ordained staff, including Diocesan, Area, Suffragan, Honorary Bishops, Deans, Residentiary Canons, Archdeacons, Directors of Ministry, Training, Ordinands, Bishop's Chaplain, TEI Principal, Directors and Wardens of Readers. Also required for the Diocesan Registrar, Diocesan Secretary/Chief Executive, Director of Communications/Chief of Staff, Director of Human Resources, Chair of Safeguarding Group and Diocesan Safeguarding Advisor.*

- C4 is training specifically for Bishops and the Senior Staff team within a Diocese (led by the National Safeguarding team, not York Diocese).

**C5 – Refresher Training**

- Required every 3 years following safeguarding training.

