

SAFEGUARDING TRAINING AND LEARNING STRATEGY JANUARY 2022 – DECEMBER 2025

APPROVED SEPTEMBER 2021 – UPDATED FEBRUARY 2022

1. Introduction

- 1.1 The Diocese seeks to ensure that all our safeguarding work including advice and guidance, policies, and practices follow national safeguarding guidance; statutory requirement, and best practice.
- 1.2 Specifically, The House of Bishops policies and practice guidance require dioceses to offer consistent training in safeguarding for clergy, and other diocesan and church officers* including all those who hold the Bishop's licence or are authorised by the diocesan bishop.
- 1.3 The national safeguarding guidance applies to all church bodies and officers* and (as set within the Safeguarding and Clergy Discipline Measure 2016**) all clergy, Bishops, Archdeacons, Licensed Readers and Lay Workers, Churchwardens and PCCs must have 'due regard' to safeguarding guidance issued by the House of Bishop's noting that failure to implement and have due regard to it may result in disciplinary action and impact on insurance over validity.
- 1.4 Under current national CofE legislation there are key relevant people/bodies who are 'required' to have 'due regard' to safeguarding policy and practice including all training provisions, which means they are not free to disregard this responsibility without specific reason. Failure to have due regard may be considered misconduct under the CDM, grounds for a revocation of a license, or result in a referral to/investigation by, the Charity Commission (and a Churchwarden or PCC member may be subject to disqualification as a charity trustee in the future).

Relevant persons are: a priest, bishop, archdeacon, anyone licensed to the office of reader or lay worker; a churchwarden and a PCC.

2. Developing a training and learning culture

- 2.1 The national framework for learning and developing, and training, specifically within a positive safeguarding culture has been developed within the approaches that ensure people can spend time in personal reflection (connecting what they are hearing and learning to their beliefs, values and life experiences); discuss and engage in a range of opportunities to broaden the sharing of experience and perspectives.
- 2.2 Training is developed with theological underpinning of good safeguarding behaviours and expectations.
- 2.3 The voice of survivors of abuse to inform training and learning is key.

- 2.4 The framework and methodology of Preparation; Learning; Application; and Evaluation is applied to all modules; and the emphasis on facilitated.
- 2.5 New national guidance sets out the requirement for both
 - a) encouraged/recommended training; and
 - b) for required/mandated training. (See section 10 and Appendix 1)
- 2.6 The costs for all training including for those in the diocese new to safeguarding and training, and those on refresher events, will be fully covered by the Diocese through the budget of the Safeguarding team.
- 2.7 This Strategy will be evaluated and reviewed by the Diocesan Safeguarding Advisory Panel (SAP) and the Bishop's Staff Team (so that any further capacity and resourcing issues can be fed into the synodical governance framework).
- 2.8 This strategy may also be adjusted as appropriate in response to a number of situations (eg Covid) as well as responding to new legislation, policies and guidance as advised by the national safeguarding team, and feedback from the previous year.

3. Training content

- 3.1 Training will be focused on building healthy communities with a culture of safety, in which the wellbeing of all is ensured and nurtured.
- 3.2 Training modules will reflect the national requirements across all dioceses for ensuring healthy safeguarding practice, responding well to victims and survivors of abuse in the church context. They will emphasise the need to work in co-operation with the diocesan safeguarding professionals, and with statutory agencies, in all safeguarding matters.
- 3.3 Recognising that the Church is uniquely challenged to provide a safe environment for all who attend, especially children and those who are vulnerable; training for church roles will include safer working practices which emphasise the importance of maintaining proper boundaries (and, as national church guidance says) 'and a culture of 'respectful uncertainty' (this is taken from the Lord Laming report into the death of Victoria Climbié in 2003 where he refers retaining an open and questioning mindset' in any situation.

4. Training delivery

- 4.1 Training will be delivered within the scope of online and face to face learning and in general terms groups will always have two facilitator/trainers.
- 4.2 The diocesan safeguarding team will ensure that facilitator/trainers are experienced (and where we have new trainers/facilitators that people are encouraged and supported in their development).
- 4.3 Challenges to accessing training, eg physical, learning, language and experience will always be considered and plans put in place to support individuals where they experience any challenges to learning.

- 4.4 Records of training attendance will be recorded (centrally by the diocesan team for centrally employed diocesan and Cathedral staff; and all clergy and readers) and by individual churches and OneLife - so that refresher dates are accurate and to ensure that the certificates of completion of all training/learning attended and the required evaluation

5. Links with Gloucester Cathedral

- 5.1 The Chapter will annually review the Cathedral's safeguarding strategy and activity plans within the Service Level Agreement.
- 5.2 The Senior Management Team will ensure that all staff and volunteers participate in training and development as required.
- 5.3 The Dean and Chapter also take responsibility for ensuring that adequate safeguarding resources and capacity are in place.

6. Links with Diocesan Board of Education, and Academy Trust.

- 6.1 Strategic safeguarding policy and practice links with schools will be the responsibility of the DDE and the Chair of the Board of Education.
- 6.2 The senior Education Department/Academy Trust officers and the Diocesan Safeguarding team will be responsible for ensuring effective professional networking between themselves to ensure there are good practical links or understanding between the departments regarding the statutory safeguarding training for schools and governors (which will include many clergy and other church officers) and the broader safeguarding training context set out in this strategy. This may also include statutory links and links with national church education bodies.

7. Links with OneLife

- 7.1 The OneLife trustee body will annually review OneLife's strategy and activity plans within the Service Level Agreement.
- 7.2 The Senior Leadership Team will ensure that all staff and volunteers participate in training and development as required.
- 7.3 The trustees and senior leadership team also take responsibility for ensuring that adequate safeguarding resources and capacity are in place.

8. Safeguarding courses and training events

- 8.1 The Safeguarding Advisory Panel will regularly review and track the progress of training.

- 8.2 All diocesan training will be delivered by trainers who understand the statutory requirements of safeguarding children and adults, and how these are provided in the church context.
- 8.3 Where appropriate a member of the Department for Mission and Ministry/other experienced member of clergy may support the training provided to enable opportunity for reflection on the relationship between safeguarding issues and individuals' beliefs as articulated in theological language so that safeguarding learning can be embedded within relationships, behaviours and the culture of the church.
- 8.4 Where either `internal' or `external' people in the diocese generally are appointed to lead training this will be specifically agreed by the Director of Resources and Safeguarding, the Diocesan Safeguarding Advisers, and the Director for the Department of Mission and Ministry as appropriate.
- 8.5 The annual diocesan training programme will be devised by the diocesan safeguarding team, in consultation with the Department for Mission and Ministry, the Safeguarding Board and the Diocesan Bishop.
- 8.6 Details of all training, those eligible, venue, how to book on, and other information will be made available through regular communications to specific groups (clergy mailings, Reader mailings, newsletters etc). In addition the diocesan safeguarding team will ensure that all details are regularly updated on the diocesan safeguarding website pages.
<http://www.gloucester.anglican.org/about-us/safeguarding/core-training/>

9. Analysis of courses and who should attend and record keeping PCC/Parish Safeguarding Officer

- 9.1 The diocesan team will support PCCs with a training needs analyses annually as part of checklist work (normally July-September) and this will help us with annual training numbers for the following year.
- 9.2 Recognising that it is the responsibility of PCCs to ensure that appropriate training is completed and local records maintained the diocesan Safeguarding team will be on hand to support and advise on how incumbents, PCCs and Parish Safeguarding Officers maintain and update personnel records for staff and volunteers, including HR/personnel, training records and how this fits in with GDPR and other data protection issues.

Safeguarding Training Administrator at Church House

- 9.3 The Safeguarding Training Administrator at Church House will be on hand to support the setting up of online training through the national church training portal.

Diocesan HR and Safeguarding Team

- 9.4 The HR and Safeguarding Team will maintain central training records for all clergy, PTO, readers, and centrally employed (Cathedral and GDBF) staff and volunteers and OneLife staff and volunteers as agreed within any service level agreement in key roles – and the team will specifically manage notification of training, refresher training, attendance records etc.
- 9.5 The Safeguarding Training Administrator will work with the central diocesan safeguarding team to support the administration of the online workshops to include where people do not turn up/send apologies, and where rebooking or other follow up is required.
- 9.6 With regard to the clergy blue files and reader records, the Safeguarding Team will ensure that the Bishop's Office and Warden of Readers have up to date training records for clergy blue files and reader files – and the team will specifically manage notification of training, refresher training, attendance records etc and follow up with senior clergy/The Warden of Readers where there are any issues.
- 9.7 Online training modules and records of completion of training will be managed directly through the HR and Safeguarding Team eg Safer Recruitment for clergy.
- 9.8 Where appropriate some training modules will be a part of new clergy induction processes working across the HR and Safeguarding Team; the Department for Mission and Ministry; and the Bishop's Office.
- 9.9 The Bishop of Tewkesbury has oversight of PTO training levels/decisions and follow up.

10. Training requirements and recommendations

- 10.1 The Church of England has set minimal requirements for safeguarding training for ordained, licensed and other church officers set out in House of Bishops' guidance. These are set out below.

Requirements – means compulsory as part of a role and management arrangements.

Recommended – means not compulsory but advisable to all those in particular roles.

Sept 2021

Safeguarding learning/training – those required and recommended to attend in line with national CofE House of Bishops’ from January 2022.

Refresher training is at the highest level of previous training.

- ✓ **Basic Awareness**
- ✓ **Foundation level**
- ✓ **Leadership**
- ✓ **PTOs**
- ✓ **Parish Safeguarding Officers**
- ✓ **Link people and Support people**
- ✓ **Senior Leadership**

Level	Required attendees
<p>BASIC AWARENESS</p> <p>This is an online course – one session - and feedback happens at the end of the online course.</p>	<p>Required for</p> <ul style="list-style-type: none"> • All Church Officers <p>NB (For Foundation Governors who hold no other church role only relevant school safeguarding requirements apply).</p> <p>It is also a recommended course for anyone who wants a basic level of awareness of safeguarding.</p>
<p>FOUNDATION</p> <p>An online course – one session - (with some face to face opportunities later in 2021)</p> <p>An online course and feedback happens at the end of the online course as part of that</p>	<p>Required for:</p> <ul style="list-style-type: none"> - All who hold a Bishop’s license - All PTO clergy - All Readers - All LLMs - All who hold a Bishop’s authorisation, commission - Anyone in a role which involved working or volunteering with children, young people, or vulnerable adults - All Churchwardens - All PCC members - All lay Chapter members - All those pre-ordination, and prior to BAP or selection panel - Vergers - SAP members

<p>BASIC AND FOUNDATION</p> <p>Face to face</p>	<p>We are now able to offer training to key individuals to deliver these modules in small face to face groups. We supply the slides, text, narrative. Sign off and certificates are supplied on completion evidence.</p>
<p>LEADERSHIP</p> <p>This will be delivered in two zoom online sessions (with some face to face sessions being planned as an alternative)</p> <p>For this course some pre working is required and evaluation happens 4-6 weeks after session two in order to be 'signed off' - and further evaluation will be in place.</p> <p>Some current national testing of face to face and zoom learning means that we can trial where this is appropriate as things develop.</p>	<p>Required for all those who play a lead role in shaping the culture of the church at diocesan, Cathedral and local church levels.</p> <ul style="list-style-type: none"> - All lay ministry people/ teams employed by a PCC or in a BMO - All appointed leaders of new worshipping communities - PCC parish safeguarding officers - All who hold the Bishop's License - All those who are commissioned or authorised by the Bishop - All Honorary Bishops - All Assistant Bishops - All Chaplains - All PTO clergy who have a specific roles or significant ministry locally (in discussion with +Robert, the local PCC PSO/incumbent) - All ordinands and Readers in training BEFORE they are licensed. - All churchwardens in a vacancy. - In addition where people have a particular local active cultural leadership role the diocesan safeguarding team will help determine whether that person/role is a 'required' attendee.
<p>PTO clergy and readers</p>	<p>Required for</p> <ul style="list-style-type: none"> - All those with PTO not mentioned above

<p>A zoom course in one session - (with some face to face opportunities later in 2021)</p> <p>This is now a course we can offer face to face.</p> <p>Evaluation tasks, and a 4week post course evaluation to be completed in order to be `signed off`</p>	<p>NB A pre requisite for this course is Basic Awareness and Foundation online if training is three years or more since their last leadership level parish training. The diocesan safeguarding team will have these records.</p>
<p>PARISH SAFEGUARDING OFFICERS (PSOs)</p> <p>A zoom course in one session - (with some face to face opportunities later in 2021)</p> <p>Evaluation tasks, and a 4week post course evaluation to be completed in order to be `signed off`</p> <p>We now offer monthly drop in zoom sessions for all PSOs to catch up on news, and promote the dashboard as the PCC tool for managing data and information and their safeguarding action plans</p>	<p>Required for</p> <ul style="list-style-type: none"> - All PSOs <p>NB A pre requisite for this course is Basic Awareness and Foundation online if training is three years or more since their last leadership level parish training.</p>
<p>Link Person</p> <p>Support Person</p> <p>Training for both of these roles comprises 3 x90minute zoom training sessions</p> <p>Requiring pre work and evaluation 3months after course completed</p>	<p>Required training for these specifically identified people/roles will be coordinated by the diocesan safeguarding team.</p> <p>The training is delivered by the national safeguarding team.</p> <p>The recruitment to these roles will be a specific project in the Autumn of 2021.</p>

<p>DDOs and Assistant DDOs</p> <p>This training comprises 3 x90minute zoom training sessions</p> <p>Requiring pre work and evaluation 3months after course completed</p>	<p>Required for all Diocesan Director of Ordinands and those in assistant roles</p>
<p>RAISING AWARENESS OF DOMESTIC ABUSE</p> <p>An online course and feedback happens at the end of the online course as part of that</p> <p>Some current national testing of face to face and zoom learning means that we can trial where this is appropriate as things develop.</p>	<p>Recommended for all those with a pastoral role within the church; and specifically required for:</p> <ul style="list-style-type: none"> - All those holding a bishop’s license, commission, authorisation or permission (including Clergy PTO, Readers and LLMs) - All Bishop’s Visitors and Pastoral Visitors - PCC members and lay chapter members - SAP members
<p>SAFER RECRUITMENT AND PEOPLE MANAGEMENT</p> <p>An online course and feedback happens at the end of the online course as part of those.</p>	<p>Required for:</p> <ul style="list-style-type: none"> - All line managers in a parish, diocesan, Cathedral or other church/body setting with responsibility for or involvement in, the recruitment of a church officer (employees, elected members, and volunteers) - DBS administrators - Parish Safeguarding Officers
<p>SENIOR LEADERSHIP</p> <p>Delivered by national team May 2021-December 2022</p>	<p>Required for</p> <ul style="list-style-type: none"> - All Archbishops, Bishops and Deans - All Archdeacons - Residentiary Canons and Executive Chapter members - Bishop’s chaplains - Diocesan Secretaries - Chapter Stewards - HR Directors - Director of Education

	<ul style="list-style-type: none">- Director of Communications- Registrars- Cathedral music directors
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February 2022