Below is a list of the resources available to Parishes on the Diocesan website to support the ongoing implementation and review of Safe Church practices. Our Diocese is committed to holistic approach to Safe Ministries. We commit to our pastoral, insurance, legal and duty of care obligations; with its goal that all ministries are spiritually, emotionally and physically safe; based on the premise that Diocesan parishes, ministries and related activities should be abuse-free and harm-free, person valuing and respectful spaces for ministry to God’s glory.

Our Safe Church program has overarching policies and protocols to guide Parishes with legal compliance:

1. Policies & Protocols

Key areas:

2) Safe Leaders – selection and authorisation, training and Code of Conduct

3) Safe Ministry Program, which includes Safe Environment

4) Responding to Abuse/Complaints

| **Safe Church Element** | **Document or website link** | **Brief Description** | **Accessed & applied** |
| --- | --- | --- | --- |
| **1. Safe Church**  **Child Safe and related policies & protocols** | [Child Safe Policy](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Child-Safe-Policy-V2.1-November-2017.pdf) | *aims to protect and empower children and to guide our staff and volunteers on how to behave* |  |
| [Safe Church Policy](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Final-V1.1-Safe-Church-Policy-Issued-Aug-2015.pdf) | *Aims to minimize risk of abuse or ministry misconduct* |  |
| [Communication Policy](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Final-Communication-Policy-V1.1-Issued-2015.pdf) | *Helps ensure communication; sharing and providing information is appropriate and minimizes risk of harm* |  |
| [Privacy Policy](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Final-Diocese-Privacy-Policy-V1.1-August-2015.pdf), [information statement](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Approved-Parish-Privacy-Policy-V1.2-May-2018.docx), [brochure - for Parishes to adopt and implement](http://www.bendigoanglican.org.au/wp-content/uploads/2017/08/Privacy-Information-Statement-brochure.pdf) | *Encourages sensitivity and respect for individual’s personal information and protection of their privacy* |  |
| [Electronic Communication Guidelines](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Final-V1.1-Safe-Church-Electronic-Communication-Guidelines-Issued-Aug-2015.pdf) | *Provide church leaders with guidance on appropriate use of electronic communication tools with children and young people* |  |
| [Notifiable Data Breaches Guide](http://www.bendigoanglican.org.au/wp-content/uploads/2018/02/Parish-Guide-to-Notifiable-Data-Breaches.pdf) and [Notifiable Data Breaches reporting](http://www.bendigoanglican.org.au/wp-content/uploads/2018/02/Data-Breaches-Reporting-Form.doc) | *How Parishes need to respond, if they suspect or know of a data breach of individual Information* |  |
| **2. Safe Leaders** | [Lay Authorisations Policy](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Lay-Authorisations-Policy-V13.pdf), [Lay Authorisations guide](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Clergy-Lay-Authorisations-Guidebook.pdf) and [Lay Authorisations application forms](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/2-Lay-Authorisations-Application-Form.pdf) | *Outlines roles and clearances required for lay role, including Working with Child Check* (*updated policy coming in late 2019)* |  |
| [Safe Church Workshops](http://www.bendigoanglican.org.au/safe-church-awareness-workshops/) | *2019 workshop dates and online enrolment to train our church leaders* |  |
| [Code of Conduct - Faithfulness in Service](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Faithfulness-in-Service-Bendigo-10.4.2017-under-Kooyoora-1.pdf) | *Anglican Church national code for personal behavior and the practice of pastoral ministry by clergy and church workers* |  |
| **3. Safe Ministry – includes Safe Environment** | [Child safe standards self-audit tool](http://www.bendigoanglican.org.au/wp-content/uploads/2017/08/Child-Safe-Standards-Self-Audit-Tool-Template.docx) | *To help Parishes assess if they are compliant with 7 child safe standards* |  |
| [Being Together](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Parish-People-Being-Together-Code-of-Practice.pdf) | *Statement of expected behaviours of church communities* |  |
| [Approval for Ministry](http://www.bendigoanglican.org.au/wp-content/uploads/2017/04/Approval-for-Ministry-1.docx) | *Outlines program and harm minimization strategies to be considered, prior to Parish Council approval* |  |
| [Housekeeping and Risk Assessment Checklist](http://www.bendigoanglican.org.au/wp-content/uploads/2017/04/Housekeeping-Risk-Assessment-Checklist.docx) | *A checklist for ensuring safe leaders, safe space and safe materials for ministry programs* |  |
| [Incident/Injury Report form](http://www.bendigoanglican.org.au/wp-content/uploads/2017/04/Incident-or-Injury-reporting-form.docx) | *To be completed whenever first aid or medical treatment is required* |  |
| [Children and Youth Ministry Registration Form](http://www.bendigoanglican.org.au/wp-content/uploads/2017/04/Registration-Form-children-1.docx) | *To be completed when a child or young person joins a children’s youth ministry program and should be renewed at beginning of each year.* |  |
| [Sign in/Sign out Record](http://www.bendigoanglican.org.au/wp-content/uploads/2017/04/Childrens-Sign-in-Sign-Out-sheet.docx) | *Recording arrival/pick-up of children from church or Parish activities* |  |
| [Childwise resources](https://www.childwise.org.au/page/79/fact-sheets) | *Useful resources produced by external organization specializing in resources for prevention of child abuse* |  |
| [Victorian Government Commission for Children and Young People](https://ccyp.vic.gov.au/child-safety/resources/) CCYP | |  |
| **4. Responding to Complaints and abuse** | [Kooyoora Contact Poster](http://www.bendigoanglican.org.au/wp-content/uploads/2017/03/Kooyoora-contact-poster.pdf) | *For display to advise of independent professional standards for complaints* |  |
| [Reportable Conduct Information Sheet](http://www.bendigoanglican.org.au/wp-content/uploads/2018/01/Reportable-Conduct-Information-Sheet-December-2017.pdf) | *Informs Parishes on how the mandatory Reportable Conduct Scheme operates through Kooyoora* |  |
| [National Redress Scheme](https://www.nationalredress.gov.au/) | *Link to government government’s redress scheme* |  |

**Please note**: Anglican Diocese of Bendigo website resources are regularly being reviewed and updated to support Parishes. Please visit the website regularly to ensure you are accessing the current version and watch for notification in the Diocese updates. We also welcome your suggestion for other resources required or changes