

Safe Ministry NEWSLETTER

Edition 4 / 2023

Welcome to the October 2023 edition of the Safe Ministry Newsletter. Thank you for your time reading this newsletter.

Keeping children and young people safe is everyone's responsibility. Thank you for playing your part in ensuring children and young people are safe and thrive in our parishes and congregations.

We would love to hear from you - if you have an idea for strengthening the safe ministry work we all do together, a question or need information, please send us and email to safeministry@melbourneanglican.org.au.

A Message from Anne

Safe Ministry and Inclusion Officer



Thank you for engaging with the Action Plan and working through the actions in your parish/congregations. The Action Plan, parish self-assessment template and the Information Session are on the [Safe Ministry Toolbox](#).

Thank you again for continuing to invest in developing and building the culture of safety in all areas of ministry and church life across our diocese. As always, please keep in touch via email, safeministry@melbourneanglican.org.au.

Anne

Important updates in this Newsletter

- **Diocesan Action Plan**
- **Volunteer and Lay Employee Register**
- **Safe Ministry Toolbox**

Please read through this newsletter for more details



In this edition of the Safe Ministry Newsletter, you can read more about:

- [Diocesan Action Plan for Meeting the Victorian Child Safe Standards](#)
- [Volunteer and Lay Employee Registers](#)
- [Safe Ministry Toolbox](#)
- [Helpful Resources](#)

Diocesan Action Plan for Meeting the Victorian Child Safe Standards

Thank you for engaging with this action plan in your parishes and congregations and for your questions as you work through this. The Diocesan Action Plan for Meeting the 11 Victorian Child Safe Standards and the Parish Self-Assessment template are both on the Toolbox and can be found on the [Child Safe Standards page](#) of the Safe Ministry Toolbox. There have been several questions about risk management. The Safe Ministry Reference Group is progressing work on the Child Abuse Risk Management Tool aiming to have it available early in 2024. Other OHS risk management information and tools can be found [here](#) on the parish portal.

Volunteer and Lay Employee Registers

The [Volunteer and Lay Employee Register](#) is an ongoing, living document and tool which is to be kept up to date by each parish and congregation as a record of the screening and safe ministry training undertaken by each volunteer/employee. Each parish will have their own administrative processes however the Vicar holds overall responsibility for ensuring that safe ministry screening and training requirements are met, including the upkeep of this register.

As part of the annual return to be forwarded to Registry Services, a copy of each parish or congregation Register is to be included. Information about what is included in the annual returns can be found [here](#) on the Parish Portal, the Register is part of item 8.

A Safe Ministry Prayer

Dear God,

We are so sorry for the times our church has hurt others and not been a safe place.

Please forgive us.

Please comfort and heal those people.

May your Spirit enable us to right wrongs, and help us to make and keep our churches safe.

Help us look after everyone, including children and vulnerable people.

Please guide our leaders as they make decisions that keep our ministries safe.

Help each one of us do our part in making church a safe place for everyone.

In Jesus' name we pray,
Amen

- written by Revd. Amy Brown with
Bishop Genieve Blackwell, 2022



Safe Ministry Toolbox Webpage

The [Safe Ministry Toolbox](#) is the go-to place for all diocesan Safe Ministry resources. These resources are updated regularly, and additional resources are added as they are developed. Please remember to familiarise yourself, your staff and volunteers with this Toolbox.

The resources in this Toolbox are found in these pages:

- [Child Safe Standards](#)
- [Document Library](#)
- [Complaints](#)
- [Training](#)
- [Clearances](#)
- [Latest News and Updates](#)
- [Parish & Congregation Administration](#)
- [Support & Redress](#)

Parish websites are to be linked to the Safe Ministry Toolbox for all safe ministry information, including policies and procedures. The link to use is <https://www.melbourneanglican.org.au/safe-ministry/>

Did you know?

Child Safe Standard #2 requires child safety and wellbeing to be embedded in organisational leadership, governance and culture.

How does your parish/congregation do this?

The minimum parish actions include:

- *Reporting child abuse posters visible in common areas.*
- *Each Parish appoints a Child Safe officer and notifies the Diocese.*
- *Child Safety is regularly spoken about as a value by leaders in services.*
- *Volunteer and Lay Employee Register is kept up to date (as a living document) and returned to Diocese as required.*



Helpful Resources

Commission for Children and Young People (CCYP) - useful guides and information about the new Child Safe Standards, including a plain language [guide](#), [poster](#) and [translated information sheets](#) in many languages.

eSafety Commissioner - See the eSafety website for more information about popular and emerging online technologies and ways to support children and youth in online spaces.

Kooyoora – As well as reporting concerns to Kooyoora, they can also be contacted for advice and support.

Does everyone in your parish / congregation know how to **speak up if they have a concern about the safety and wellbeing of a child or young person?**

If something doesn't look, feel or sound right, **speak up**.

Adults can support children and young people to tell someone they trust if they have a concern.



REPORTING CHILD ABUSE IS A COMMUNITY-WIDE RESPONSIBILITY



ANGLICAN
DIOCESE OF
MELBOURNE

Reporting Child Abuse in the Anglican Diocese of Melbourne

1 If a child is in **immediate danger** at any point **CALL 000**

2 All suspicions or reports of child abuse must be reported to:

Police
Child Protection
Kooyoora Professional Standards

What is Child Abuse?

Abuse and neglect includes but is not limited to:

Physical Abuse, Emotional Abuse, Family Violence, Sexual Abuse, Grooming and Neglect.

Who can report neglect and abuse of a child under the age of 18?

Children, Parents, Staff, Volunteers, Anyone.

What sorts of things must be reported?

All child safety concerns must be reported:

- Disclosure of past and present abuse and harm
- Allegations, suspicions or observations
- Breaches of the Code of Conduct

CONTACT NUMBERS:

**POLICE
000**

**CHILD PROTECTION
SEE BELOW**

**KOYOORA PROFESSIONAL STANDARDS
1800 135 246**

Contact the child protection intake service that covers the area in which the child lives:

**North Division
1300 664 977**

Area Includes:

Banyule, Darebin, Hume, Macedon Ranges, Moreland, Nillumbik, Whittlesea; Yarra.

**South Division
1300 655 795**

Area Includes:

Bayside, Cardinia, Casey, Frankston, Glen Eira, Greater Dandenong, Kingston, Mornington Peninsula, Port Phillip, Stonnington.

**East Division
1300 369 391**

Area Includes:

Booroondara, Knox, Manningham, Maroondah, Mitchell, Monash, Murrindindi, Whitehorse, Yarra Ranges.

**West Division
(Rural and regional only)
1800 075 599**

Area Includes:

Colden Plains, Greater Geelong, Moorabool, Queenscliffe, Surf Coast.

**West Division
(Metropolitan only)
1300 664 977**

Area Includes:

Brimbank, Hobsons Bay, Maribyrnong, Melbourne, Melton, Moonee Valley, Wyndham.



Making the Word of God fully known

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