

STANDARD 5

TRAINING AND SUPPORT FOR KEEPING CHILDREN SAFE GUIDANCE FOR INDICATOR 5.3

5.3A Guidance on the Delivery of Basic Safeguarding Awareness

Current basic child safeguarding awareness is offered in two programmes:

1. **Full-day training:** this training lasts one day (or six hours) and covers the following four areas:
 - a. The seven safeguarding standards;
 - b. What is safeguarding?
 - c. Recognising, responding and reporting;
 - d. How to safeguard, and roles involved in safeguarding.
2. **Information sessions:** these sessions are shorter in length, and cover topics including the reporting procedures required under Standard 2.

Who delivers the training?

The child safeguarding committee of each Church body should coordinate training and its delivery. The Church authority must ensure that local child safeguarding audits are carried out by local safeguarding representatives, in order to identify Church personnel who require basic safeguarding awareness training. These audits should be examined by the child safeguarding committee, who will make decisions regarding what level of training is required for the personnel, as identified through the local safeguarding audit process. This process is completed using the training needs analysis guidance (Guidance 5.2B), which forms part of the strategic three-year plan for the child safeguarding committee.

Full-day training can only be delivered by trainers who have been registered with the NBSCCCI (Guidance 5.3B).

Information sessions are primarily delivered by trainers, but these can also be delivered by local safeguarding representatives who have been trained by trainers registered with the NBSCCCI.

Who is the training delivered to?

Using the information gathered from the local audit, the child safeguarding committee must make a decision as to the level of training required for each person, depending on their level of involvement with children. To do this, the following guidance should be used as a minimum requirement:

- For each Church activity that involves children, at least one leader/coordinator must attend the full-day training programme;
- All clergy/religious who are in active ministry with children must attend the full-day training programme;
- Any personnel with a key position of responsibility for child safeguarding must attend a full-day training programme (e.g. DLP, advisor, support person, child safeguarding committee member, advisory panel member, local safeguarding representative);

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- All other Church personnel must be given the opportunity to attend an information session.

Regardless of the level of training required, all Church personnel are required to abide by good child safeguarding practice (5.1A Template 1).

When should personnel be retrained?

The NBSCCCI will update training and deliver this to registered trainers, in line with developments in best practice and new legislation. It is expected that if there are significant changes, the trainers will deliver updates to new and existing personnel in each Church body. How this is delivered can be decided on in consultation with the child safeguarding committee and appropriate child safeguarding personnel.

If updated training is not required, all personnel should be retrained at least every three years. It is the role of the child safeguarding committee to plan how training is delivered; however, this requirement can be fulfilled by shorter refresher sessions, delivered more regularly over a three-year period to cover the content of the full-day training.

There may be those who have already attended information sessions but who will now require the full-day training. The child safeguarding committee should identify personnel who fall within this category and coordinate the trainers to deliver the additional content that is not provided in the information session, in order to bring them into line with this guidance