

Safe Places Policy

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1. RECORD:

Approved By: Elders

Approval Date: 2/2024

Review Date: 2/2026

2. DEFINITIONS:

TERM	DEFINITION
CCVT	Conference of Churches of Christ in Victoria and Tasmania
one2one	The Body of Christians meeting at 121 Gillies Street South Ballarat, formerly Ballarat Family & Dawson Street
Elders	Board of Elders, appointed by the members
Leadership Team	Senior Minister and Leadership Staff
Staff	All those employed by the Church (paid or unpaid) to work for the Senior Minister
Congregation	Members of the public who regularly attend the church or who have decided to make one2one their spiritual home
Members	Members of the congregation who meet the definition of membership as defined by the rules of one2one and are listed on the membership list
Vulnerable Person	A person who is more susceptible to harm due to factors such as (but not limited to) advanced age, disability, illness, residency status, financial hardship and past experience of abuse.

3. PURPOSE:

We believe that one2one will be doing better at fulfilling its vision to Reach, Renew and Release when our church is a safe place for everyone to grow in their discipleship of Jesus and in their relationships with one another.

The purpose of this policy is to set out one2one’s position in relation to safety.

4. POLICY:

4.1 Who this policy applies to.

This policy applies to every individual associated with one2one.

This policy applies to all leaders, including all people appointed to paid or unpaid ministry roles, elders, office staff and anyone appointed to positions of authority over ministries or activities run in the name of one2one.

4.2 Commitment to Safety.

one2one is committed to being a safe place for all people.

We value diversity and do not tolerate any discriminatory practices.

We are committed to the inclusion and empowerment of all people and believe that all people have the right to have their views and opinions valued, especially on matters that directly affect them.

We actively work to create a culture of safety and employ transparency, accountability and risk management practices to prevent abuse from happening.

One2one has a zero-tolerance policy for any type of abuse and will report all allegations and concerns for the safety of Vulnerable People to the appropriate authority.

4.3 Commitment to Child Safety.

one2one is committed to supporting children and young people by providing an environment that is physically, emotionally and spiritually safe.

one2one is committed to the participation and empowerment of all children because it is integral to our mission.

We have zero tolerance policy for child abuse.

All allegations and safety concerns will be treated seriously as per the one2one Child Safety Policy, including following our legal and moral obligations to contact authorities when we are concerned about a child's safety.

4.4 Leaders.

one2one employs strategies to embed an organizational. Culture of safety, including through effective recruitment, screening, supervision and training of all leaders.

Recruitment

We develop selection criteria and advertisements for leadership roles which clearly demonstrate our commitment to safety.

We actively encourage applications from women, Aboriginal peoples, people from culturally and/or linguistically diverse backgrounds and people living with a disability.

Screening

We carry out thorough background checks of people in both paid and unpaid leadership roles to ensure their eligibility and suitability for the role.

All pastors, elders and anyone appointed to a role where they have general authority over the operations of the congregation are required to obtain a Working with Children Check or relevant equivalent prior to commencing in that role.

All people aged 18 and over who work with children under the age of 18 in any capacity are required to obtain a Working with Children Check or relevant equivalent prior to commencing involvement in that role.

Supervision

We commit to ongoing supervision of leaders through the provision of;

- Position descriptions which give a clear expectation for each role
- Adequate physical and spiritual ministry support and accountability for leaders
- A commitment to develop leaders
- A Code of Conduct which clearly states expectations of appropriate behaviour and consequences for breaches of the Code
- A well communicated process for conflict resolution and complaints handling

Training

We have specific policies, procedures and training in place that support our leaders to achieve our commitment to providing Safe Places. one2one uses the training and resources available through CCVT and other relevant training providers for all those who hold positions of leadership.

As a minimum training requirement, the Chair of Elders, the Senior Minister, the Safety Contact Person and the person responsible for children's ministry must attend a National Council of Churches of Australia (NCCA) Safe Church Awareness Workshop (or equivalent) before or upon commencing in their role, and to attend a refresher workshop every 3 years.

All people involved in children's ministry must undergo training in child safety, including how to identify issues, assess, and minimize risks of child abuse, how to detect potential signs of child abuse and how to report any concerns appropriately.

4.5 Responding to Complaints and Concerns

We work to ensure all children, families, staff, volunteers and others involved in our activities know what to do and who to tell if they are concerned about any behaviour towards themselves or others.

Every individual must;

- Take personal responsibility for their own and other's safety
- Carry out responsibilities in accordance with their employment contract, position description, and Code of Ethics or Code of Conduct.
- Raise any issues of concern with the relevant authority (call 000 if there is immediate danger)

Child Safety issues shall be reported in accordance with the church's Child Safety Reporting Procedure. Allegations of misconduct made against leaders shall be reported in accordance with the CCVT Code of Ethics for Ministers (or any subsequent iteration) and the Victorian Government Reportable Conduct Scheme (where applicable).

4.6 Privacy

We have safeguards and practices in place to ensure any personal information is protected in accordance with the Australian Privacy Act 1988 and the Church's Privacy Policy.

4.7 Risk Management

We take a proactive, risk management approach to safety.

We have risk management strategies in place to identify, assess, mitigate or minimize risks in both physical and online environments.

We will seek the assistance of CCVT on safety issues where appropriate.

4.8 Accountability for Safety

We are required to meet the minimum legislative requirements relevant to us in relation to Child Safety and Workplace Health and Safety in Victoria as a pre-requisite for being Affiliated with the Churches of Christ in Victoria and Tasmania.

The Elders shall make an annual declaration to CCVT confirming that;

- An annual self-assessment of safety has been conducted;
- The minimum legislative requirements relevant to us are being met;
- The name and contact details of the person designated as the "Safety Contact Person"

4.9 Responsibility for Safety

Everyone associated with the church has some responsibility for safety as set out below.

Who	Role in Promoting Safe Places
Individuals (participants)	Take personal responsibility for their own and other's safety, raise any issues of concern. Be aware of and act in accordance with policies and procedures.
Leaders	Be aware of and act in accordance with policies and procedures. Encourage program participants to take responsibility for their own and other's safety, raise any issues of concern.
Ministers / Key Leaders	Be aware of and act in accordance with policies and procedures. Carry out responsibilities in accordance with employment contract/ position description
Elders	Take responsibility for what happens in at one2one. Identify, assess and control risks, and review the effectiveness of control measures. Adopt appropriate policies and review them regularly. Ensure the relevant policies are lived out at one2one. Ensure the church is compliant with regulatory obligations. Ensure appropriate insurance arrangements are in place. Seek help from CCVT where needed. Accept help from CCVT where CCVT believes necessary including where minimum requirements are not being met.

4.10 Policy Review

This policy will be reviewed every two years and we undertake to seek views, comments and suggestions from vulnerable adults, children, parents, carers, staff and volunteers.

5. COMPLIANCE MONITORING AND OR BREACH RECOGNITION:

Compliance with this policy is embedded within the procedures, guidelines and work practices of the church. Specific elements of this policy are embedded in:

- OP006 child safety policy
- OP001 OHS Policy
- GOV008 Delegations Policy
- Volunteer Handbook

6. REFERENCES:

CCVT Safe Places Policy (Version 1 08/06/2017):

<https://www.churchesofchrist.org.au/getmedia/bec3cdcc-dfb1-4a90-98c6-29f8efe1b9ca/CCVT-Safe-Places-Policy.pdf>

7. RESPONSIBILITY FOR:

Senior Minister is responsible for the implementation of this policy

8. APPLIES TO:

The congregation of one2one