



FACILITATOR GUIDELINES

In Person Group Safe Church Training

Bendigo Anglican Diocese utilize the Safer Communities training materials for Safe Church training. Group training uses the same course as those doing it online at home.

Step 1: Book in a date, location, facilitator and promote it

Facilitator

The facilitator for group Safe Church Training is ideally a clergyperson or lay leader who is both up-to-date with their own checks and experienced in pastoral care.

The online course is designed so that participants can't move forward until a question is completed. This means that facilitators can't read through the materials beforehand so need to feel comfortable navigating topics as they come up. A list of the topic headings is included in these guidelines.

Sometimes people choose to disclose sensitive personal information during discussion time, so facilitators or a nominated pastoral care person needs to be ready to handle these moments and follow-up afterwards (including reporting if necessary).

Location

The training space must have:

- internet access,
- good sound for videos,
- a projector or large screen connected to a computer,
- tables for participants to sit behind. (U-shape works well for whole group discussion)

If your church or hall doesn't have these facilities, then try meeting in someone's home.

Promotion

Print copies of the Safe Church Training Info - Parish A5 booklet. It is designed to help you answer any questions and promote the value of this training for building healthy mission-shaped churches.

As well as your parish, please let your deanery and Jenny (clearances@bendigoanglican.org.au) know the details of your training. Working together like this will provide parishioners with more options for meeting the volunteer requirements.

Step 2: Accessing the course

Payment

Safer Communities provides the course and payment goes directly to them, not to the registry.

It is recommended to pay for one person before the training day and the rest afterwards. This will give the facilitator access to the course and therefore capacity to train everybody. Inevitably someone will fall sick or can't make it at the last minute, so final payment can be made once you know who has turned up on the day.

The name and email address provided when paying for the course is the person who will have access to it. We recommend using the facilitator's details the first time.

If you are hosting multiple training days in your parish over a year, then use a different person's login details each time. This ensures that the answers are not already put in for the next group.

Pay here: <https://safercommunities.net.au/anglican-diocese-of-bendigo-online-training/>

For PDF instructions go here: <https://www.bendigoanglican.org.au/safe-church-training/>

For technical issues contact: etraining@safercommunities.net.au or 1800 070 511

Step 3: Get organised

Resources to print

One copy for each participant of:

- Outline & Notes sheet for participants
- Boundaries Overview
- Jesus Set Boundaries (bible study)

One copy between two of:

- Faithfulness in Service
- Diocesan Safe Church Policy

Download: www.bendigoanglican.org.au/policies

Handful of the:

- Lay Safe Ministry Clearance form (this is an online form that Jenny emails out the link to, so hardcopies are only helpful for those without computers)
- Reporting Overview (for those interested and for facilitator's reference)

Other considerations

You may like to arrange for:

- Chocolates for prizes / encouragement
- Candle to light at the beginning to acknowledge survivors of all types of abuse
- Someone (other than the facilitator) to click through slides
- Someone (as well as the facilitator) to help read scenarios (good eyesight, loud voice)
- Safe Church kids box – full of helpful resources

Step 4: On the day

Registering attendance

It is up to the facilitator to keep a record of who completed the training and to forward that to the registry office for inputting into our database. Safer Communities do not keep records of attendance at in-person workshops. To do this send an email with the full names of those who attended and the workshop date to: clearances@bendigoanglican.org.au

Certificates

No attendance or completion certificates are provided for in-person training days.

Hot tip

When answering the online questions, watch out for whether it is asking you to select ONE best answer, or select ALL answers that apply.

EXAMPLE REFRESHER TRAINING DAY

TIME	SECTION	FACILITATOR NOTES
9.30	Arrive and set-up	
10.00	Start with prayer, outline of the day and intro activity and story	<i>Focus of the day is to be equipped and empowered, to do that we do need to trudge through the muddy, murky bog of abuse. But we won't linger there longer than necessary. And to counteract the darkness, we will celebrate our wins. By the end of the day we want to feel educated and positive about knowing that we can and are making a difference.</i>
10.15	Online: Introduction (3 parts)	
10.30	Safe Ministry Foundations: (6 parts) 1) God's love for all people 2) Team ministry 3) The gift of boundaries 4) Duty of care	
11.00	Cuppa & Loo break	
11.15	Being Proactive: (10 parts) Child-centered practice Safe workers Reducing risks Safe online environments	<i>When answering Quiz questions • have participants do a drum roll on the table whilst waiting for the response. Then celebrate when it is Correct.</i>
12.15	Lunch	
12.45	Identifying Concerns: (7 parts) Types of abuse and their indicators Scenario – Theodore Scenario – Billie Scenario – Jessie Scenario – Harry	<i>Remind everyone to take notes on their worksheet. This is how you will know that the quieter ones have taken something in (particularly helpful for big groups of 15+)</i>
1.30	Responding to Concerns: (12 parts) Reporting your concerns intro 4 types of reporting Reporting to the Diocese Responding to concerns about adults Responding to incidents Reportable conduct (16 and under)	<i>After lunch is a good time to throw around lollies or freddo frogs to those who yell out the answer.</i>
2.30	Caring for all parties: (3 parts) Caring for all parties Self-care in practice	
2.45	Final wrap up: - have those who need to fill in the Lay Safe Ministry Clearance form - certificates (there aren't any, but Jenny will update her records) - other questions	
3.00	Final prayer and thank-you	

* course outline accurate as of June 2024

ACTIVITY & STORIES

Intro Activity

Aim: interactive way to bring home why this training is important and gentle way to introduce that we are all vulnerable to being groomed.

Instruction: write down 3 adjectives you would use to describe your parish/op shop

Yell them out or ask for one from each person (welcoming, faith-filled, caring ...)

Affirm that all those attributes are excellent and to be encouraged. But there are two very important ones that are missing. *Wise and discerning.*

Was Jesus wise? Was Jesus discerning? Then we also need to intentionally foster those attributes within ourselves and our faith communities.

Today's training is going to do that.

Below is a story about a parish that emphasized being welcoming and caring over being wise and discerning and as a result put vulnerable people at risk:

Story 1: A Parish that was groomed

This story was told to Rev. Zan by a social worker who works for Kooyoora. It is a true story that unfolded in a small Anglican regional parish in Victoria (but not our diocese) around 2021-22.

A known sexual predator was attending services at the church. All the regular checks and balances had been put in place to facilitate this, including meetings between the police, parish leadership and the bishop. The parish didn't have any children attending.

Over time, the man shared parts of his story with parishioners and they responded with empathy, care and the gospel message of forgiveness. They grew to trust this person, unaware that they were in fact being groomed.

Issues started to surface when the man began pushing the boundaries of the 'attendance agreement' that had been made. Parishioners went into bat for him making it harder for the parish leaders to hold the appropriate safeguarding boundaries. They didn't recognize that they'd been groomed.

A social worker from Kooyoora was brought in to work with the parish to untangle the mess caused by grooming of adults. It took months and multiple visits. Eventually the sexual predator left the parish once it became clear that he wasn't going to be able to manipulate his way in.

As Christians, we must be welcoming and caring as well as wise and discerning. We also must not allow ourselves to continue being naïve. Hence, we are here doing this training! Well done everybody!

The story below can be helpful when you get to the question about Children knowing their rights.

Story 2: The power of kids being heard

**trigger warning, this story includes sexual abuse of children*

Story from a Bendigo Diocese parishioner who has given permission for it to be shared. Her name has been changed.

Jill is a parishioner in her early 70's. She was concerned about doing the afternoon part of the training and so pulled me (the facilitator) aside at morning tea.

She shared with me privately that her sister's ex-husband was serving jail time for sexually abusing his two daughters and then a grandchild. She said that no-one in the parish knows, and she doesn't want anyone to know. She doesn't want them looking at her differently.

Jill shared that the shame she carries is a heavy burden. That she attended family barbecues for years with this man, never knowing that he was abusing her nieces. The reason that he got caught was because he started abusing his granddaughter and she spoke up and told her mum.

This is an intense story that strikes very close to home. It is shared here for two reasons:

- Jill feels great shame and stigma because of her association with this man. As a church community, we can offer people like Jill healing by being informed and aware of the complexities of abuse. By being at this training you are upskilling yourself on these difficult topics and therefore will be able to have gentler and more nuanced conversations. This makes a huge difference to those who are suffering in silence in our churches. You are and will make a difference (often without realising it). Thank-you!
- The story is a tangible example of why empowering children to speak up is so important. Some people are challenged by the generational shift from 'children are to be seen and not heard' to them being invited to speak up. One of the anecdotal reasons for this is a misunderstanding that by giving children a voice and teaching them their rights, they will then become bossy and demanding. The purpose of empowering children to speak up is to have honest and open conversations, not to give kids whatever they want. Listen to and take children seriously with the small things, and they will tell you the big and hard things.

Story 3: The new pattern of predators

This is not a story but a comment.

Since checks and accountability is much more stringent for leaders these days, predators are less likely to attempt to access those types of positions of power and authority. They are much more likely to join a community group with the aim of gaining enough trust to get access to a set of keys (for example by volunteering to mow the lawn), but not enough to end up in a position of authority, like a warden.