

Canberra Christian Conventions

Safe Ministry Policy

Developed by

www.safeministrytraining.com.au

Endorsed by Ansvr Insurance 2018-07-01



Safe Ministry Commitment

Canberra Christian Conventions

Background & Governance

This policy outlines the underlying principles that direct our approach to safeguarding vulnerable people involved with Canberra Christian Conventions. It applies to all staff, leaders, pastors, coordinators, volunteers, trainees, and anyone working on behalf of Canberra Christian Conventions (“Relevant Leaders”). The board of Canberra Christian Conventions take responsibility for ensuring these principles are reviewed regularly and embedded in the organisation culture at all levels.^{1 2}

1. Commitment to Safeguard Vulnerable People

We are committed to the Biblical call to care for the vulnerable by actively preventing harm and abuse, and by seeking to provide safe programs.³ We are also responsible and accountable for fulfilling our obligations under State and Federal law to protect children and vulnerable people.

We are committed to ensuring that vulnerable people (including children, families, the disabled and elderly) are informed and involved in decisions that considerably affect them. We recognise the diverse needs of vulnerable people should be taken into account and that their concerns be taken seriously.⁴ We are committed to embedding this care into all levels of our leadership and culture.

2. Commitment to Screening and Training Relevant Leaders

We are committed to ensuring all Relevant Leaders are screened, appropriately supported and trained through the process outlined below.⁵

1. All Relevant leaders must be regular participants in the Canberra Christian Conventions Association, along with its official events. They will have their potential roles and responsibilities clearly outlined for them as they start their role,
2. All Relevant Leaders must provide referees who can confirm the proposed leader is suitable to work with vulnerable people and that there is no reason the proposed leader should not be appointed in such a role,
3. All Relevant leaders must read and commit to the Safe Ministry Policy and the Leadership Commitment (Code of Conduct).
4. All Relevant leaders must complete an Ansvar approved Safe Ministry Training Course (e.g. www.SafeMinistryTraining.com.au) which outlines appropriate behaviour including how to

¹ This policy is in accordance with the Children and Young Persons (Care and Protection) Act 1998 No 157

² As per Point 1 of the National Statement of Principles for Child Safe Organisations

³ Deuteronomy 6:4-7; Matthew 18:1-6; Mark 10:13-16

⁴ As per Points 2, 3 & 4 of the National Statement of Principles for Child Safe Organisations

⁵ As per Point 5, 7 & 8 of the National Statement of Principles for Child Safe Organisations

minimise the chances of harm and abuse, as well as training in how to identify and report cases of abuse. Relevant leaders must re-complete this training every three years.

5. Relevant leaders will have committed to the leader's Code of Conduct and behave as followers of Jesus and be willing to be held accountable for their behaviour, and
6. If a Relevant Leader is working with "vulnerable people", they must have "Working with Vulnerable People" card verified. This includes but is not limited to all members of the Canberra Christian Conventions board, and all members of the Canberra Christian Conventions subcommittees.

No-one with a criminal record of child abuse, molestation or similar offences is allowed to be involved in volunteering or working at an event for children or youth at Canberra Christian Conventions. Any Relevant leader who has a criminal record of child abuse, molestation or similar offences will have an identified supervisor and the conditions of their involvement submitted in writing to the board.

3. Commitment to Providing Safe and Accessible Programs

We are committed to ensuring that our programs and events are safe and appropriate for those attending. Careful consideration must be given to the activities chosen, the venue, safe ratios of supervision, appropriate toileting practices, transportation, work health and safety, parental or guardian permission and confidentiality of records kept.

To help maintain appropriate standards, we will give all relevant leaders access to ongoing training and adequate supervision in their roles and responsibilities.

In circumstances where one-on-one care is provided, to minimise the chances of abuse, Relevant leaders will:

- Never be alone with someone where other people could not easily be able to observe.
- Debrief with team leader after the event.

The Relevant leaders will perform regular debriefs and reviews of Canberra Christian Conventions events to see where improvements can be made. We welcome any questions or comments about this policy and the ways in which we carry it out.

A copy of this Safe Ministry policy will be provided to people who interact and are involved in our organisation and available on the Canberra Christian Conventions website.

4. Commitment to Appropriately Respond to Concerns and Complaints

We are committed to creating a culture where people feel safe to speak out about inappropriate behaviour without fear of being rejected or ridiculed. We are committed to listening and responding appropriately to concerns and complaints about behaviour and safety at Canberra Christian Conventions. Throughout this process we are committed to protecting the confidentiality, dignity, health, and well-being of all individuals involved. Any child-related issues will be managed with a focus on the interest of the child and will be reported to the relevant State Child Protection body.⁶

⁶ As per Point 6 of the National Statement of Principles for Child Safe Organisations

All reports will be managed by the Canberra Christian Conventions Safe Ministry Contacts.

Safe Ministry Contacts:

Marcus Reeves

0402 120 395

marcus.reeves@canberrachristianconventions.org.au

Second Safe Ministry Contact TBA

The Safe Ministry Contacts will follow a **Safe Ministry Issue Management Process**.⁷ This includes reporting any criminal activity to Police, and the possibility of reporting allegations of abuse to the State Ombudsman and the insurer of Canberra Christian Conventions. In certain incidents (as outlined in the Issue Management Process) the Safe Ministry Contacts will appoint an Independent Ministry Investigator to investigate allegations of inappropriate behaviour.

Date Instituted by Board: 24th June 2020

Date of Last Review by Board: 6th March 2023

Next Review due by: March 2024

This policy will be reviewed annually by the board.

⁷ As per Point 10 of the National Statement of Principles for Child Safe Organisations