



St Mary's is a community: Loving God, Following Jesus, Sharing God's love with all

Safe Ministry Policy

Purpose:

To describe the policy used within St Mary's Sunbury for ensuring safe ministry and upholding professional standards.

Safe Ministry Policy:

St Mary's Anglican Church is totally committed to the physical, emotional and spiritual welfare and safety of all people, particularly within any activities undertaken in St Mary's name.

St Mary's has zero tolerance for child abuse and therefore to ensure the safety of children and vulnerable people, including aboriginal children, children from culturally and/or linguistically diverse backgrounds and children with disability within our areas of activity,

St Mary's will:

- carefully recruit and train its staff and volunteers;
- adopt and encourage safe ministry practices by its staff and volunteers;
- respond promptly to each concern raised about the behaviour of its staff and volunteers;
- offer pastoral support to any person who has suffered abuse; and
- provide supervision of and pastoral accountability to any person known to have abused a child or another vulnerable person.

Faithfulness in Service

St Mary's notes *Faithfulness in Service* (FiS) including Faithfulness in Service and *The Code of Good Practice- A Summary* (FiS Summary), as adopted by the General Synod of the Anglican Church of Australia for clergy and lay workers. We adopt this as the code of personal behaviour and the practice of pastoral ministry by St Mary's staff, lay workers and volunteers and for leaders of youth and Children's ministry in the parish.

Adherence to FiS Summary is included as a requirement in agreements with all St Mary's staff, lay workers and volunteers and for leaders of youth and children's ministry in the parish.

St Mary's staff, lay workers and volunteers and for leaders of youth and children's ministry in the parish are responsible for being aware of and meeting the FiS Summary standards.

St Mary's staff, lay workers and volunteers and for leaders of youth and children's ministry in the parish not complying with FiS Summary may be subject to disciplinary action up to and including termination of employment or service with St Mary's.



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Duty of care- Handbook

St Mary's adopts *The Duty of care handbook*, as prescribed by the Anglican Diocese of Melbourne for clergy, lay workers and volunteers and for leaders of youth and children's ministry in the parish.

Adherence to this handbook is a requirement for all children and youth workers, stipendiary and volunteers.

St Mary's staff are responsible for being aware of and meeting the handbook standards.

Staff and volunteers not complying with the handbook may be subject to disciplinary action up to and including termination of employment or service with St Mary's.

Fitness for Ministry

St Mary's will assess the fitness of staff and volunteers for the position or ministry they are to exercise and for the work they will be carrying out.

Criteria for fitness are described in position specifications &/or position descriptions and procedures describe assessment methodologies.

Only staff or volunteers assessed as of suitable fitness for a position or ministry will be appointed into that position or ministry.

Handling of Serious Complaints

St Mary's will follow all relevant procedures under the Professional Standards Act of the Diocese of Melbourne and any procedures and protocols as prescribed by Archbishop in Council from time to time. Which includes but is not limited to the following commitments:

- a) We take all complaints very seriously and any lessons learnt from individual complaints will be taken into account in deciding whether, and if so how, the Church might do things better.
- b) We offer respect, pastoral care and ongoing long term or episodic support, including professional counselling where appropriate, to anyone who makes a complaint and to those who have suffered the secondary effects of abuse. We will do all we can to lessen harm by providing the best care possible.
- c) We will also offer support to any Church worker or volunteer who is accused of abuse or other misconduct. The rights of a person accused of misconduct must be respected.
- d) We will be as open, transparent and accountable as possible while respecting the rights of complainants to privacy and to make their own informed choices about whether to engage with Diocesan processes or to seek assistance elsewhere.
- e) We will respect and not abuse confidentiality and will not use confidentiality in a way that seeks to protect the Church.

- f) Where allegations of misconduct involve behaviour that may constitute a criminal offence, we will support complainants if they decide to report those matters to police. We will ourselves report serious criminal offences including child abuse.
- g) We will continue to invite any person who has been abused, no matter when to come forward and make the matter known, so that their ongoing needs can be addressed.
- h) Any Church worker or volunteer who is alleged to have committed misconduct must face appropriate Diocesan process.
- i) No one should interfere with or attempt to have improper influence on Professional Support Persons, respondent carers, the Investigator, the Director, the Committee, the Board or the Review Board in the exercise of their functions.

Adopted by St Mary's parish Council

dated: 6/11/2017

Signatured by:



Rev Gavin Ward
Vicar



Noel Sprague
Warden



Max Langshaw
Parish Secretary

To be reviewed: November 2018