THE CHURCH
OF ENGLAND

Diocese
of Portsmouth

Safeguarding Learning & Development Strategy

2022-2024

Promoting a Safer Church

A message from Bishop Jonathan

Dear Colleagues,

I have great pleasure in introducing our new Diocese Safeguarding Learning and Development Strategy for 2022-2024, which is fully aligned to the national Church of England Safeguarding Learning and Development Framework, approved by the National Safeguarding Steering Group on 22 April 2021. Here in the Diocese of Portsmouth, we believe that effective safeguarding learning is one of the ways that will help us achieve a safer and healthier church. Understanding safeguarding can be truly transformational, and the learning pathways set out in this strategy aim to help you achieve this.

The national framework and our local response are the result of the creativity and hard work of a wide range of colleagues from across the church. A great many people from all parts of the church have contributed their time, ideas and passion to its development. We are very grateful to everyone concerned, especially as they were helping to introduce change at a time of significant challenge with the church facing the Covid-19 pandemic.

Thank you very much for your interest in our strategy, and I hope you will now feel inspired to commit to implementing this plan across our entire diocese. I look forward to hearing about how you are getting on my future visits.

 Please remember that the Diocesan Safeguarding team are always available to assist you with the implementation of your local training plans in response to this strategy and can be contacted via the safeguarding pages of our website.

With my thanks and prayers for all you are doing.

Best wishes,

+ Jonathan

Introduction and Background

Active engagement with safeguarding training supports all those who have a role within the Church to effectively recognise and respond to possible abuse and implement best safeguarding practice. The Church of England's new National **Safeguarding Learning and Development Framework** was published in April 2021 and can be found here: https://www.churchofengland.org/sites/default/files/2021-06/SafeguardingLearningAndDevelopmentFramework2021.pdf. Full implementation of this framework across the Church of England is required from January 2022. The framework will not be revised again until 2024, ready for the next three-yearly cycle of safeguarding learning to commence in 2025.This document sets out the Diocese of Portsmouth's strategy for safeguarding training for years 2022, 2023 and 2024.

The new safeguarding learning pathways support participants in developing and maintaining the necessary values, beliefs, knowledge, and skills to safeguard and protect children, young people, and vulnerable adults, as outlined in the '*Promoting a Safer Church'* House of Bishops policy statement (2017). The new framework replaces and updates the 'House of Bishops Learning and Development Framework Practice Guidance' (2015) and the second and third editions of this document published in January 2017 and July 2019. The revisions to this edition are driven by a programme of change designed to strengthen the opportunities for learning and development in safeguarding.

The national framework sets out:

- The vision, model, standards and requirements for safeguarding learning and development in the Church of England context.
- Details of the range of learning and development pathways available, role requirements and guidance about delivery.
- Details of additional learning and development opportunities.

Underpinning Principles

Learning from case reviews, the IICSA investigation (2020) (https://www.iicsa.org.uk/reports-recommendations/publications/investigation/anglican-church) and emerging training trends in statutory partners have all informed the new approach to learning. The framework aims to be more "transformational" and "impactful" to individuals. It seeks to change and embed a healthy and proactive safeguarding culture and develop positive attitudes, rather than having a sole focus on process and facts. Safeguarding learning and development is now best viewed as a journey with an outcome, rather than an event. The voice of victims and survivors of abuse is critical to each step of the safeguarding learning journey. Training will be focused on building healthy communities with a demonstrable culture of safety, in which the wellbeing of all is ensured and nurtured.

Key elements of the framework include:
- A requirement for church bodies to develop a 3-year Safeguarding Learning and Development Strategy.
- The pathways take a modular approach, which should be completed in consecutive order.

- There is pre, inter and post course work required for some modules
- There are new recommendations for the ratio of trainers to participants.
- People should plan to work to achieve the required level of training as quickly as possible on starting a new role.
- Refresher training should be undertaken every 3 years, at the highest level for core and additional pathways.
- The national *Safeguarding Training Portal* hosts the online training modules and has made available other materials for download e.g. Modern Day Slavery. https://safeguardingtraining.cofeportal.org/

Our Collective Ambition

The Diocese of Portsmouth has aligned its own learning and development strategy to the new national learning and development framework. The advantages of this include:

- The approach set out in the national framework reflects the safeguarding learning requirements of the Diocese
- The national curriculum allows clergy and staff to move between dioceses without having to repeat core safeguarding training
- Standardised training resources developed by the national Learning and Development team can be utilised and tailored for use across the Diocese
- Neighbouring dioceses are following the national framework, which provides opportunities for joint training initiatives and peer networking.

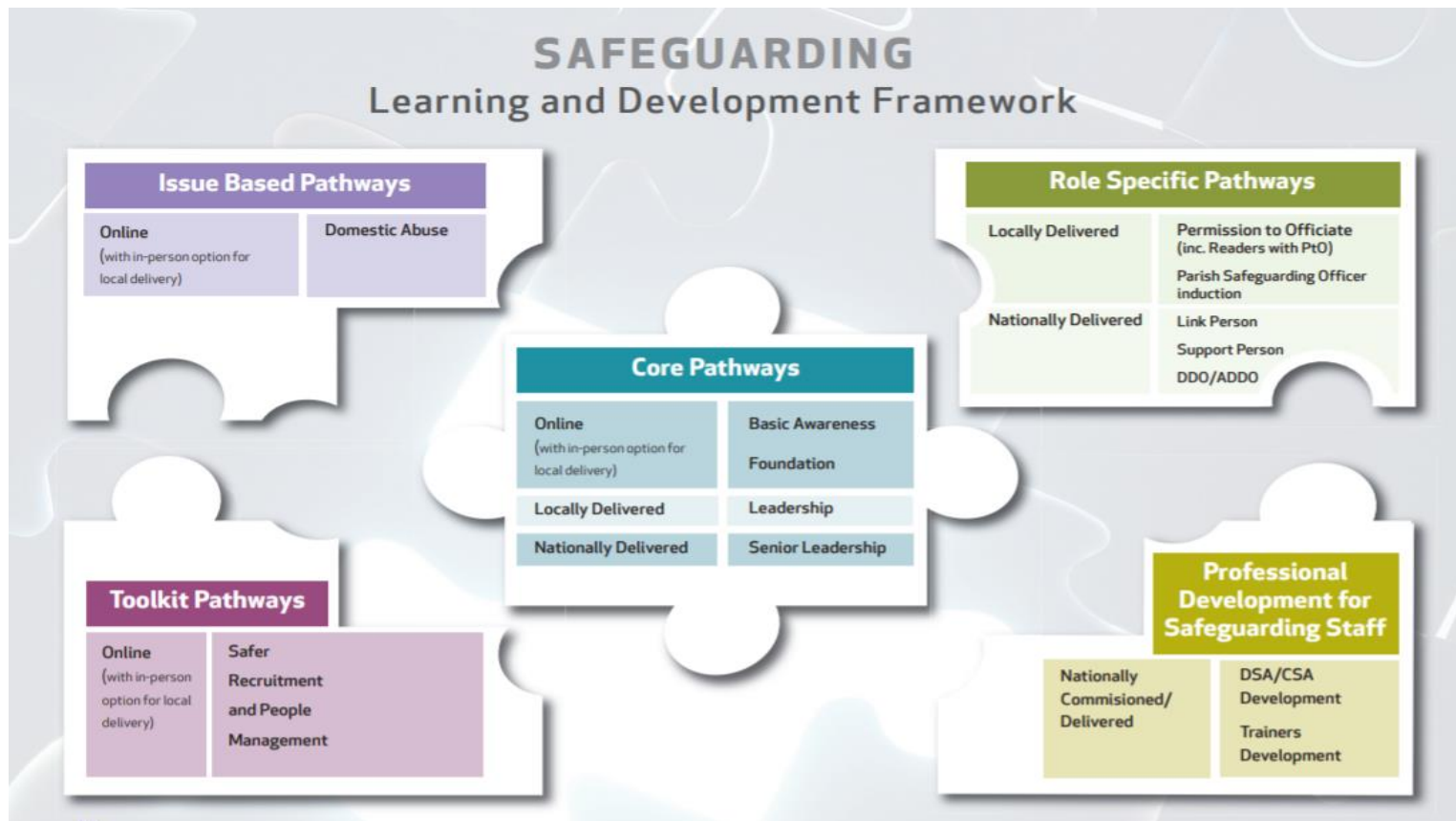## The Diocese of Portsmouth Approach

- **Learning and Development Pathways**
  The figure 1 below summarises the core safeguarding learning pathways. These include:
  - Core pathways
  - Role specific pathways
  - Issue based pathways
  - Toolkit pathways
  - Professional development for safeguarding staff

The modules in each pathway should be completed in order, and prerequisites requirements are set out for all modules except Basic Awareness.

In addition to the above, the Diocese has launched a **Parish Safeguarding Officers network**, which will meet quarterly and convene an annual conference. This will be particularly useful if supporting PSOs in their roles, providing regular updates, and facilitating discussions about safeguarding arrangements under the new deanery clusters set out in the Live Pray Serve vision.

Fig. 1: Safeguarding Learning and Development Pathways

- **Training Matrix**

  Appendix B sets out the Diocese of Portsmouth training requirements by role. The diocese and parishes will refer to this matrix to advise clergy and lay church members on their minimum training requirements. Compliance with training requirements will be monitored through training records. A new Learning and Development section is now available on the **Parish Safeguarding Dashboards**, and use of this will assist in developing parish/diocese reports on safeguarding training compliance, action planning and in completion of an annual training needs analysis to inform course planning.

- **L&D Facilitation/Co-Training**

  The Diocese of Portsmouth has an ongoing commitment to employing a Diocesan Safeguarding Trainer at 0.6 WTE. The trainer is responsible for delivering the Leadership and Parish Safeguarding Officer training locally. Face to face Basic Awareness, Foundations and Domestic Abuse sessions will also be delivered, in accordance with any national Covid-19 restrictions currently in place.

  The new national learning and development framework has set out session **facilitator to participant ratios**. For the Leadership module this equates to 1 facilitator to 6 participants. To address this, a cohort of co-facilitators is being developed, and these will be drawn from clergy and parish safeguarding officer roles with the necessary skills and attitudes to deliver the more conversational and reflective style of facilitation.

- **Learning Session Delivery**
  - **E-learning** – A range of modules in the framework are available via the C/E e-learning portal https://safeguardingtraining.cofeportal.org/

  - **Face to Face –** e-learning modules can also be delivered in person, and training materials have been made available by the national team for local use.

  - **Online (Zoom)** – In quarter 1 of 2022, training delivery has commenced on Zoom, due to Covid-19 restrictions.

  Once Covid-19 restrictions are lifted, the diocese will utilise a mixed mode of delivery – continuing to offer online and face to face sessions, coupled with the national e-learning option. This should enable participants to select the mode of learning suited to their individual needs. A summary of each module is provided in Table 1 below. Further details are available in the national learning and development framework via the earlier link in this document.

Table 1: Safeguarding Learning and Development Module Descriptions

Module Title	Description	Delivery
Core Pathways		
Basic Awareness	This is an introduction to safeguarding that is completed online for those needing safeguarding awareness for their role. It is open for anyone to complete.	This course is available online, and can be accessed at https://safeguardingtraining.cofeportal.org/

Foundation	This module builds on the Basic Awareness module and is also completed online. The course has been refreshed by the national church and now includes the right level training for many of our local parish roles, including some lay leaders.	This course is available online, and can be accessed at https://safeguardingtraining.cofeportal.org/ The Basic Awareness module is a pre requisite to this module.
Leadership	This programme is designed for people who play a lead role in shaping the culture of the church body concerned. It involves pre-course workbooks which MUST be submitted ahead of attendance. The course provides an opportunity to develop your safeguarding skill set, reflect on the safeguarding culture in your own setting and identify potential areas for development.	The programme is delivered by the diocesan safeguarding trainer. It consists of 2 x 90-minute sessions, delivered 1 week apart either via ZOOM or in person (Covid-19 restrictions permitting). A second facilitator will usually be present. The Basic Awareness and Foundation modules are prerequisites for programme. **NB: In the Diocese of Portsmouth, PTOs must complete this module.**
Senior Leadership	This programme is designed for senior leaders who have responsibility for safeguarding matters. This includes archbishops, bishops, archdeacons, deans, directors of ministry and executive chapter members/residentiary canons. There are further attendee suggestions in the framework on page 25.	This programme is being delivered by the National Safeguarding Team using a virtual platform. It consists of 3 sessions (3 hours, 90 minutes and 90 minutes). Each session is spaced 4-5 weeks apart. The Basic Awareness, Foundation and Leadership modules are pre requisites for this programme.
Role Specific Pathways		
Parish Safeguarding Officer Induction	This module equips existing and new PSOs with a deeper understanding of their role and inducts them into key working practices and relationships.	The programme is delivered by the diocesan safeguarding trainer either via ZOOM or in person. The Basic Awareness and Foundation modules are prerequisites for this programme.
Link Person	This is the development programme for inducting link people into key working relationships and practices and is designed for anyone undertaking the role of Link Person.	The module is delivered nationally by the National Safeguarding Team via Zoom in 3 x 90-minute sessions, 1 week apart. The Basic Awareness and Foundation modules are prerequisites for this programme.
Support Person	This is the development programme for inducting support people into key working relationships and practices and is designed for anyone undertaking the role of Support Person.	The module is delivered nationally by the National Safeguarding Team via Zoom in 3 x 90-minute sessions, 1 week apart.

		The Basic Awareness and Foundation modules are prerequisites for this programme.
DDO/ADDO Programme	This is the development programme for inducting DDOs/ADDOs into the significant of their role in ensuring safeguarding is a central feature of formation.	The module is delivered nationally by the National Safeguarding Team via Zoom in 3 x 90-minute sessions, 1 week apart. The Basic Awareness, Foundation and Leadership modules are prerequisites for this programme.
Issue Based Pathways		
Domestic Abuse	This module aims to equip participants to engage with the issue of domestic abuse, and those affected.	This course is available online, and can be accessed at https://safeguardingtraining.cofeportal.org/ The Basic Awareness and Foundation modules are prerequisites for this programme.
Toolkits		
Safer Recruitment and People Management	This module aims to equip participants with an understanding of safer recruitment, along with the skills and practices necessary to promote positive safeguarding behaviour and detect risk, once a person is in role. It is aimed at line managers, and anyone involved in church recruitment (employees and volunteers) such as clergy, PSOs, DBS administrators.	This course is available online, and can be accessed at https://safeguardingtraining.cofeportal.org/ The Basic Awareness and Foundation modules are prerequisites for this programme.

- **Training Needs Analysis**

  Appendix A sets out the current training needs analysis covering the entire diocese. Projected training figures form this analysis are being used to plan the delivery of the modules and pathways set out in this strategy.

- **Programme Evaluation**

  The national learning and development framework sets out the approach to evaluating programme learning, including the submission of post course activities such as reflection and action plans. This approach is fully adopted by the Diocese of Portsmouth. In addition, all session participants will receive a session evaluation form to complete. This will enable the diocese to understand what is working well, and what needs further development. Levels of satisfaction reports will be included in the Diocesan Safeguarding Panel Learning and Development reports.

- **Participant Support**

  Learning about safeguarding can provoke strong emotional responses for those who are victims or survivors of abuse, or wholes lives have been touched by abuse in some way. All sessions and course material highlight this to participants, and offer time out in the middle of a session, along with personal support and signposting via the diocesan safeguarding team.

- **Diocese Responsibilities**
    - Analysing diocesan training requirements and setting out an annual training plan
    - Delivering sufficient sessions to meet training requirements for safeguarding for all relevant roles
    - Promoting and encouraging sign up to sessions
    - Administering all aspects of diocesan led training sessions
    - Evaluating both levels of learning and learner satisfaction following session delivery
    - Promoting and supporting parishes in the use of the Parish Safeguarding Dashboards
    - Support and advise parishes on their annual training plan activity
    - Convening quarterly Parish Safeguarding Officer network meetings
    - Planning and hosting an annual safeguarding conference day, including external experts in safeguarding contributions

- **Parish Responsibilities**
    - Undertake local training needs analysis by role and develop an annual parish training plans
    - Map parish roles and activities to the national/diocese learning and development requirements
    - Effectively communicate learning and development role training requirements
    - Regularly report parish safeguarding training compliance to PCC meetings
    - Request local face to face training where appropriate
    - Report training requirements and compliance via their Parish Safeguarding Dashboards

In Conclusion

In its preceding pages, this *Diocese of Portsmouth Learning and Development Strategy* has set out the approach we intend to take in delivering high quality safeguarding training that will have a significant impact on equipping our church community in creating safe, compassionate and caring environments for all. Our approach to learning about safeguarding is key to our ambition to develop a positive safeguarding culture, and we hope you will now partner with us in working to implement and deliver this strategy over the next three years.

Appendix A: Learning and Development Training Needs Analysis (2022)

The following table details the training needs for the diocese and forms part of the Diocesan three-year Safeguarding and Learning Development strategy. It aims to capture the numbers of people requiring each learning pathway. It shows the estimated number of people needing to complete relevant training over the next 3 years (to the end of 2024) and is broken down by the number needing to complete/renew training per year. This will then give the estimated total of people needing training for each module over the whole three years.

Table 2: 2022 Training Needs Analysis

Module	Target Participants	Estimated no. requiring training	Maximum no. of attendees	No. of courses required
Basic Awareness	• All Church Officers • Anyone going on to complete any other safeguarding learning pathway. • Anyone wanting or needing a Basic Awareness of safeguarding.	Estimates* Estimated Lay volunteers **970** Most Clergy, Readers, PSO's have already completed this,	Not applicable (online)	Not applicable (online)
Foundation	• Anyone holding the Bishop's licence, commission, authorisation, or permission (clergy, PtO, Readers, LLMs). • Anyone in a role which involves work with children, young people, or vulnerable adults. • Churchwardens. • Anyone going on to complete any other safeguarding learning pathway. • Pre-ordination or license students, prior to BAP or selection Panel. • Vergers. • PCC Members / Lay Chapter Members.	Estimates* Estimated Lay volunteers **970** Most Clergy, Readers, PSO's have already completed this.	Not applicable (online)	Not applicable (online)

	• Staff at Theological Education Institutions with student facing roles. • Members of the Diocesan Safeguarding Advisory Panel.			

Leadership	• All clergy holding the Bishop's licence, commission, authorisation, or permission including Honorary/Assistant Bishops and Chaplains.
	• All Readers and Licensed Lay Ministers holding the Bishop's licence (under Canons E6 & E8), together with all others who hold the Bishop's commission, authorisation, or permission to carry out similar ministerial functions
	• Non-executive members of Chapter (unless their role in the diocese requires a higher level).
	• Safeguarding Officers / Leads in all Church bodies.
	• Churchwardens
	• Leaders of congregations and parish groups (e.g. Lay Worship Leaders)
		FIGURES TO END OF 2021 (includes renewals)
		
		Clergy 37
		PtO 93
		Readers 11
		Rs in training? 11
		PSO's 45
		*CW's 278
		*Leaders 417
		
		                              Total = 885
		
		ADDITIONAL FIGURES TO END OF 2022 (renewals)
		
		Clergy 39
		PtO 76
		Readers 28
		PSO's 25
		
		                              Total = 168
		
		ADDITIONAL FIGURES TO END OF 2023 (renewals)
		
		Clergy 20
		PtO 14
		Readers 27
		PSO's 4		

		Total = 65 **ADDITIONAL FIGURES TO END OF 2024** Clergy 41 PtO 2 Readers 35 PSO's 54 **Total = 132** **ESTIMATED TOTAL 2021/24 = 1248** There will also be a number of new churchwardens, Leaders of groups etc who will add to this final total over the 3 years.		
Senior Leadership	• Diocesan Bishop • Archdeacons • Dean • Executive Chapter Members / Residentiary Canons (non-executive Chapter members are trained at Leadership level unless their role in the diocese requires a higher level) • Bishops' Chaplains • Diocesan Secretary / Deputy Diocesan Secretary / Cathedral Administrators • Directors of Communications • Directors of Ministry • Registrars • Diocesan and Cathedral Safeguarding Officers • Directors of Music / Masters of Choristers • HR Directors • Senior Chaplains to the Armed Forces • Portsmouth Pathway Director • Leaders of Religious Communities	Still to complete = 2	National Delivery	

| Safer Recruitment | Line managers and anyone involved in the recruitment of Church Officers (employees, elected members, and volunteers). Those with responsibility for administering DBS. (There are some Recruiters who are not Safeguarding Officers so they will need to complete this training). Safeguarding Officers in all Church bodies. Ordinands during IME 1. | **FIGURES TO END OF 2021 (includes renewals)**

Clergy 93
PSO's 108
Recruiters (DBS) 50 (this role will not have completed Safer Recruitment in the past) **Total = 251**

ADDITIONAL FIGURES TO END OF 2022 (renewals)

Clergy 24
PSO's 1

Total = 25

ADDITIONAL FIGURES TO END OF 2023 (renewals)

Clergy 5
PSO's 1

Total = 6

ADDITIONAL FIGURES TO END OF 2024 (renewals)

Clergy 21
PSO's 8

Total = 29

ESTIMATED TOTAL 2021 -2024 = 311 | Not applicable (online) | Not applicable (online) |

		There will also be a number of new volunteers in roles who will add to this final total over the 3 years.		
Domestic Abuse (S3)	• Anyone holding the Bishop's licence, commission, authorisation, or permission (clergy, PtO, Readers, LLMs) • Bishops Visitors / Pastoral Visitors • Safeguarding Officers • Ordinands and Lay Ministers in training during IME 1. • PCC Members / Lay Chapter Members. • Staff at Portsmouth Pathway • Members of the Diocesan Safeguarding Advisory Panel. • Persons holding any other pastoral role within the Church, youth and children's workers, Lay Pastoral Assistants	**FIGURES TO END OF 2021 (includes renewals)** Clergy 54 PtO's 61 Readers 23 PSO's 56 Volunteers 970(if all children and adult workers are included) **Total = 1164** **ADDITIONAL FIGURES TO END OF 2022 (renewals)** Clergy 42 PtO's 77 Readers 14 PSO's 14 **Total = 147** **ADDITIONAL FIGURES TO END OF 2023 (renewals)** Clergy 28 PtO's 12 Readers 9 PSO's 6	Not applicable (online)	Not applicable (online)

		Total = 55 **ADDITIONAL FIGURES TO END OF 2024 (renewals)** Clergy 19 PtO's 34 Readers 56 PSO's 53 **Total = 162** **ESTIMATED TOTAL 2021 -2024 = 1528** There will also be a number of new volunteers in roles who will add to this final total over the 3 years.		
Parish Safeguarding Officer Induction (new)	• New PSO's • Existing PSO's (needs to be decided)	Currently about 130 PSO's		
Link Person	Identify those required for this role	tbc	National delivery via Zoom	
Support Person	Identify those required for this role	tbc	National delivery via Zoom	

DDO Team	• Director of Ordinands • Assistant Directors of Ordinands	5 tbc	National Delivery Via Zoom	

Assumptions:

*Estimates based on 139 parishes in the Diocese

* Churchwardens estimate 2 per parish = 278
* Volunteers estimate 5 per parish = 695
* Leaders estimate 3 per parish = 417

* PCC member numbers difficult to estimate as many have duel roles

APPENDIX B: ROLE MATRIX: Target Audience Training Pathways (Diocese)   √ = Required

Job Role	E-LEARNING CORE		FACE TO FACE LEADERSHIP	Face to Face	E-LEARNING ADDITIONAL SAFEGUARDING LEARNING	
	Basic Awareness (C0)	Foundation (C1)	Leadership (C2/3)	PSO Induction	Safer Recruitment (S1)	Domestic Abuse (S3)
Senior staff with safeguarding leadership responsibilities	√	√	√	X	√	√
Clergy holding a license	√	√	√	X	√	√
Prior to BAP or selection panel	√	√	X	X		X
Ordinand/LLM in training	√	√	√ (prior to placement)	X	√ (During IME 1)	√ (During IME 1)
Clergy with PTO	√	√	√	X	X	√
Authorised Lay Minister; Reader	√	√	√	X	X	√
Spiritual Director	√	√	√	X	X	√
Members of DSAP	X	√	X	X	X	√
	RENEWED EVERY THREE YEARS BY COMPLETING THE HIGHEST PREVIOUS LEVEL OF TRAINING				RENEWED EVERY THREE YEARS	

Target Audience Training Pathways (Parish)

√ = Required

Job Role	E-LEARNING CORE		FACE TO FACE LEADERSHIP	Face to Face	E-LEARNING ADDITIONAL SAFEGUARDING LEARNING	
	Basic Awareness (C0)	Foundation (C1)	Leadership (C2/3)	PSO Induction	Safer Recruitment (S1)	Domestic Abuse (S3)
PCC members/Lay Chapter Members	√	√	X	X	X	√
Churchwardens	√	√	√	X	X *	√
Parish Safeguarding Officers	√	√	√	√	√	√
Leaders of activities with children, young people and/or vulnerable adults	√	√	√	X	X*	√
Leaders of congregations and parish groups (e.g. Lay Worship Leaders)	√	√	√	X	X*	√
Staff and volunteers with children, young people and/or vulnerable adults	√	√	X	X	X	√
Home/Pastoral Visitors, Lay Pastoral Assistants	√	√	X	X	X	√
	RENEWED EVERY THREE YEARS BY COMPLETING THE HIGHEST PREVIOUS LEVEL OF TRAINING				RENEWED EVERY THREE YEARS	

*Line managers and anyone involved in the recruitment of Church Officers (employees, elected members, and volunteers).