



Crossroads Safe Ministry Policy

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Our Duty of Care

We are committed to the Biblical principle of providing safe ministry programs and actively preventing any kinds of abuse against children, youth and adults at Crossroads Christian Church (Crossroads). Our aim is that everyone within our church will be able to safely participate and contribute in appropriate ministry programs, and that they will be able to safely report any incidents of abuse or safety concerns. We will respond appropriately to all reports, in the interest of all those involved.

To build and maintain a safe community for our children and vulnerable adults, we are committed to ensuring that:

1. All relevant leaders are appropriately screened, trained and appointed;
2. All programs are led and run in a safe and appropriate manner;
3. Clear procedures are in place for dealing with incidents and safety concerns;
4. We maintain a culture of safe ministries, championed by our leadership;
5. We provide a safe physical space/environment; and,
6. Access to policies/processes is readily available and regularly reviewed by the leadership team.

1. Screening and Appointing of Relevant Leaders and Volunteers

All relevant leaders and volunteers seeking to join our ministry team will undergo a screening and training process.

- Relevant leaders will be committed to Crossroads Church and have been regular participants at Crossroads for at least six months (or have been given special approval by a Pastor/Ministry Coordinator).
- Relevant leaders will be required to complete an application form, have their potential roles and responsibilities clearly outlined to them by a Pastor/Ministry Coordinator who will also initially assess them for their suitability to our programs.
- All relevant leaders must have a current Working with Vulnerable People registration, declare their intent to adhere to our Code of Conduct and their suitability to engage in church programs.
- Before being appointed, all relevant leaders will require final approval by the Council, based on recommendations by the pastor responsible for the Ministry.
- All relevant leaders will need to undertake relevant training courses as outlined in the Crossroads Safe Ministry Requirements.

- Under no circumstances will a person with a criminal record of child abuse, molestation or similar offences be allowed to be involved in children's or youth ministry.

2. Ensuring Safe Ministry

To provide for and maintain a safe community for our children and adults where they may grow as followers of Jesus, we will ensure that our programs and events are safe and appropriate for those who are attending. Careful consideration will be given to things such as the activities chosen, the venue, safe ratios of supervision, appropriate child toileting practices, transportation, work health and safety, parental or guardian permission and confidentiality of records kept.

These safe practice policies are further addressed in our Safe Ministry Requirements document and relevant leaders are required to complete training as outlined in this guide.

3. Reporting

Reporting responsibilities

Any incidents of child abuse will be reported to Child and Youth Protection Services (CYPS), in accordance with the *Children and Young People Act 2008*.

Any incidents of criminal activity will be reported to Police.

Under the *Crimes Act 1900 (ACT)*, all adults in the ACT are required to notify the Police if they have a reasonable belief a sexual offence has been committed against a child. Failure to report is a criminal offence under the *Crimes Act 1900 (ACT)*.

Under the Reportable Conduct Scheme, Crossroads is required to notify the ACT Ombudsman about allegations of reportable conduct involving an employee, which may include certain volunteers and contractors. Reportable conduct includes child abuse or misconduct with a person under 18 years old.

The insurer of Crossroads may also be advised of any allegations of abuse or reportable conduct. In certain incidents (as outlined in the Response Process) the Safe Ministry Supervisors will appoint an Independent Ministry Investigator to explore allegations of inappropriate behaviour.

Contact details for the stakeholders listed above are in Appendix A and Reporting Procedures are outlined in Safe Ministry Requirements.

Safe Ministry Supervisors

All incident reports or complaints about persons of concern will be immediately reported to, and handled by, the Crossroads Safe Ministry Supervisors. Any complaints against Safe Ministry Supervisors themselves should be directed to the Senior Pastor, Executive Pastor or Council. These personnel have undergone relevant training and are equipped with the necessary knowledge and skills to manage cases. Contact details for these roles are listed in Appendix A.

The Safe Ministry Supervisors will respond to incident reports and complaints about a person of concern by following the reporting process detailed in the Safe Ministry Requirements.

More information on reporting child abuse and neglect in the ACT is available on the ACT Government Community Services website.

4. Maintain a Culture of Safe Ministry, Championed by our Leadership

All pastoral staff will undertake safe ministry training annually and will actively support the Safe Ministry Supervisors. The importance of safe ministry will be incorporated into all pastoral staff annual reviews, and the Crossroads council will annually review compliance of this area.

All leaders will be trained in following safe ministry practice and procedures appropriate for their ministry role.

The church community will be made aware of safe ministry policy and practices, and have access to these through various sources.

5. Provide a Safe Physical Space/Environment

It is important to provide a safe place for all activities within the church, particularly for children, young people, and vulnerable adults. Policies associated with Safe Places are addressed in the Event Management Policies.

6. Access to and Regular Review of these Policies and Processes

As part of Crossroads' overall approach to communicate openly and transparently with families, carers and the community the following documents are available on our website for anyone to view and download our Safe Ministry Policy (this document) and Safe Ministry Requirements.

We will review these documents annually to ensure they remain suitable and meet contemporary standards. We also welcome input by families, carers and the broader community. This can be provided to safeministry@crossroads.asn.au.

Appendix A - Reporting Contacts

Reporting Procedures are detailed in the Safe Ministry Requirements.

In the first instance, a report can be made to the Safe Ministry Supervisors using the following address: safeministry@crossroads.asn.au.

If a complaint relates to a Safe Ministry Supervisor, then this should be reported either directly to the Senior Pastor (seniorpastor@crossroads.asn.au), or Executive Pastor (executivepastor@crossroads.asn.au).

If a complaint relates to the Senior Pastor or Executive Pastor, then this should be reported either directly to the Professional Standards Unit in Sydney (phone: 1800 774 945; or email: abusereport@sydney.anglican.asn.au). Please note, when contacting the Professional Standards Unit please advise them that Crossroads is an affiliated member.

Additional contact details are recorded below:

Reporting Responsibility Contact Details

| Name | Phone | Further Information/Email |
|---|---|---|
| Child and Youth Protection Services | 1300 556 729 | https://form.act.gov.au/smartforms/csd/child-concern-report/ |
| Police | <i>If immediate risk of harm, call 000.</i> <i>For all other circumstances call ACT Policing on 131 444.</i> | |
| ACT Ombudsman | (02) 6276 3773 | https://www.ombudsman.act.gov.au/improving-the-act/reportable-conduct |
| Crossroads Insurer EA Insurance Services | (03) 9890 6851 | info@eainsurance.com.au |