



# Anglican Church Diocese of Sydney

ST. ANDREW'S HOUSE SYDNEY SQUARE NSW 2000  
ALL CORRESPONDENCE TO:  
PO BOX Q190 QVB POST OFFICE NSW 1230

TELEPHONE: (02) 9265 1555

18 September 2013

## Circular to Rectors and Safe Ministry Representatives

### Changes to safe ministry requirements

#### Purpose of this circular

1. The purpose of this circular is to update rectors and safe ministry representatives on recent changes to the safe ministry requirements under Chapter 7 (of Schedules 1 and 2) of the *Parish Administration Ordinance 2008*.

#### What needs to be done?

2. We recommend you –
  - (a) Ascertain whether there are any additional people in your parish who now need to undertake Safe Ministry Training because of the expanded meaning of “children’s ministry position” (see 3-4 below). If so, you should arrange such persons to undertake Safe Ministry Training as soon as possible.
  - (b) Ensure that the Rector and ordained assistant ministers of your parish undertake Safe Ministry Training no later than 27 August 2014 (see 5-8 below). This can be done by undertaking the training that will be offered by the Professional Standards Unit in June 2014 in conjunction with the triennial *Faithfulness in Service* training.
  - (c) Ensure the Rector has appointed a safe ministry representative for your parish with the concurrence of the parish council and has notified this appointment to the Registrar (see 9 below).

#### What has changed?

*Supervision no longer relevant in determining whether a person is in a “children’s ministry position”*

3. Previously a person appointed to a position by or on behalf of the minister or wardens, that primarily involved contact with children, could avoid undertaking Safe Ministry Training if that contact with children was subject to direct supervision.
4. Under the recent changes, the words “where that contact is not directly supervised” have been removed from the definition of “children’s ministry position”. This means that the direct supervision of a person is no longer a reason for the person not undertaking Safe Ministry Training.

*Safe ministry training to be undertaken by rectors and ordained assistant ministers in parishes*

5. The definition of “children’s ministry position” only applies to positions to which a person is appointed by or on behalf of the rector or the wardens. Since rectors and ordained assistant

ministers are appointed by the Archbishop they do not hold “children’s ministry positions”. Previously this meant that rectors and ordained assistant ministers were not required to undertake Safe Ministry Training.

6. Under the new requirements, rectors and assistant ministers are also required to undertake Safe Ministry Training. Such training must have been completed within the last 3 years (or within 3 months after being licensed to the parish) and every 3 years thereafter while licensed to the parish.
7. In order to ensure that all rectors and ordained assistant ministers have sufficient opportunity to undertake training within these timeframes, the requirement to have completed training does not take effect until 27 August 2014.
8. The Professional Standards Unit will also run Safe Ministry Training specifically for rectors and ordained assistant ministers at the same time as the triennial *Faithfulness in Service* training. It is envisaged that this training will be run in June 2014.

*Archbishop may issue directions*

9. Under the recent changes, the Archbishop may formally direct a Rector or ordained assistant minister to undertake Safe Ministry Training and may formally direct a rector to appoint a safe ministry representative if, in either case, they have failed to do so without just cause.

*Fellowships of the Department of Evangelism and New Churches*

10. Fellowships operating under the Department of Evangelism and New Churches are now treated in the same way as parishes for the purposes of safe ministry requirements.

**Contact**

11. If you would like to discuss these matters further, please contact me via the details below.

STEVE LUCAS  
**Manager, Legal Services**

T: 9265 1647 | M: 0423 850 067  
E: szl@sydney.anglican.asn.au | www.sds.asn.au