



Summary Points for Safe Church Training updated May 2026

The legal requirements of all organisations working with children are:

- **MANDATORY REPORTING OF ABUSE AND SUSPECTED ABUSE OF CHILDREN**
- **PROTECTION OF CHILDREN** (risk management, worker screening, training and organisation compliance, child centred)
- **ACTIVE PROMOTION OF CHILD SAFETY**

You should be familiar with:

- **The PCV Safe Church Code of Conduct and Safe Church Policy**
- **Safe Church PCV Policy Procedure & Practice Manual**

You should understand:

THE REPORTING PROCESS

Listen, document, report as necessary to:

Church Leaders

Kooyoora

Police

Child Protection

The Social Services Regulator

Note: all PCV Safe Church reports or concerns are reported to and processed by Kooyoora, the independent safeguarding organisation appointed by the Safe Church Committee to receive and manage reports.

Note: the Social Services Regulator has taken over the role of the Commission of Children and Young People and is an independent statutory authority that safeguards the rights of children and young people

PROTECTION OF CHILDREN WITHIN THE CHURCH

Potential workers are screened (Working with Children Checks plus Safe Church registration/approval process for both volunteer and paid church workers)

Safe Church Training is provided for church workers

The church has compliance requirements it must adhere to.

Processes are implemented to protect children from Persons of Concern within the church

Policies are to be followed for safe ministry to children

ACTIVE PROMOTION OF CHILD SAFETY WITHIN THE CHURCH

Upholding the legislated Victorian Child Safety Standards

Displaying promotional material

ROLE OF SAFE CHURCH REPRESENTATIVE

Organising paperwork for Safe Church Unit screening of volunteers
Facilitating Safe Church Training for church workers using Safe Church Unit resources
Keeping records of screening and training for all church workers
Annual submission of records to Safe Church Unit
Supervision of triennial Safe Church compliance audits

IMPORTANT CONTACTS

- Safe Church Unit - Reports: Kooyoora
phone: 0499 090 449 or 1800 135 246
email: safechurch@pvc.vic.org or contact@kooyoora.org.au
<http://www.safechurchpcv.org.au> or kooyoora.org.au
- Safe Church Unit - Compliance & advice: Safe Church Compliance and Administration Officer
phone 0435 417 283
email: scu.compliance@pcv.org.au
- Victoria Police: 000 or 131 444 or local police station
Local Sexual Offences and Child Abuse Investigation Team (SOCIT);
<https://www.police.vic.gov.au/sexual-offence-child-abuse-teams-centres>
- Department of Fairness, Family and Housing - Child Protection:
phone 13 12 78 after hours
<https://services.dffh.vic.gov.au/child-protection-contacts> in hours
- Social Services Regulator (Previously the Commission of Children and Young People):
phone: 1300 310 778
email: contact@ssr.vic.gov.au,
<https://rcs.ssr.vic.gov.au/> for reports
<https://www.vic.gov.au/social-services-regulator>

Appendix A: Conduct or Crimes that will be reported to external authorities

- Indecent assault
- Sexual assault (including sex offences against children)
- Rape
- Threatening or enacting violence
- Illegal sexting
- Assaults
- Stalking
- Grooming - including online grooming of children, accessing and/or disseminating online child abuse material
- Reasonable belief of child abuse - sexual, physical, emotional or neglect
- Family or domestic violence where children are involved

Appendix B: Behaviour that should be reported

- Bullying
- Inappropriate relationships (as described by the [PCV Safe Code of Conduct](#))
- Misuse or abuse of authority
- Professional misconduct
- Suspicion of grooming or stalking
- Family or domestic violence
- Spiritual abuse
- Financial abuse
- Elder abuse
- Sexual harassment
- Conduct, behaviour or speech that is sexually threatening or inappropriate
- Disclosure of past abusive behaviour