

- assist the Parish Priest to conduct regular checks to ensure that the Visiting Clergy Register is properly completed and a copy is sent to the Chancery every six months (1 January and 1 July).
- assist the Parish Priest to conduct regular checks to ensure that the Code of Conduct When Working with Children and Young People is understood, read and signed by staff and volunteers who work with children and is reviewed and signed annually within the Parish. It is recommended that ALL Parish staff and volunteers read and sign the Code.

What You Need to Become a Parish Safeguarding Support Officer

To be a PSSO, you must meet all of the following criteria:

- attend Mass in the Parish where you would be the PSSO
- be nominated by your Parish Priest;
- comply with the Parish Recruitment and Induction process
- attend Level 1 Safeguarding and Child Protection Training; and
- obtain PSSO Certification from the Safeguarding Office after completing 'Spreading the Message in Your Parish' training (after successful completion of an assessment you will be certified as the PSSO in your parish)



All enquiries in relation to becoming a **Parish Safeguarding Support Officer** can be directed to:

Safeguarding Officer, Training and Development

T: 02 9390 5811

E: safeguardingtraining@sydneycatholic.org



Parish Safeguarding Support Officer

Information Brochure

Safeguarding and Ministerial Integrity Office

CATHOLIC ARCHDIOCESE OF SYDNEY



The Safeguarding and Ministerial Integrity Office of the Archdiocese of Sydney is committed to providing child safe environments for members of our parish communities. We are also committed to equipping those who lead, minister, and work within the Archdiocese with knowledge and skills in safeguarding so that they can confidently embrace the way forward.

Introduction

Since its inception in November 2015 the Safeguarding Office has continued to bolster the Archdiocese's work of safeguarding children and vulnerable people by increasing awareness of safeguarding issues and strengthening training to priests and other staff members across parishes and agencies of the Archdiocese. There is more to do in spreading the safeguarding message across the Archdiocese.

The Archdiocese recognises that we all deserve to be in safe, respectful, inclusive, transparent and ever improving environments where the word of God can flourish and be applied in the way we interact with children, young people, vulnerable people and those to whom we engage with.

In the recent years, the Safeguarding Office has developed and implemented new safeguarding and child protection policies, protocols, training packages and systems.

A major part of the work we do is to equip and assist our parishes with the resources they need to maintain and foster child safe parishes.

With this in mind, we have launched a new initiative which focuses on how we can use the experience and enthusiasm of members of our parishes to take part in our safeguarding strategy and help us to spread the safeguarding message further.

Parish Safeguarding Support Officers

As part of the Archdiocese of Sydney Safeguarding and Ministerial Integrity Office's safeguarding strategy, we are currently seeking Parish Safeguarding Support Officers (PSSO). The PSSO will support the Parish Priest in providing volunteers and parishioners within the parish community a greater understanding of what safeguarding means and how it can be implemented within the parish.

It is envisioned that most parishes within the Archdiocese will have their own PSSO. The PSSO will receive ongoing support and training and will assist the Parish Priest to implement safeguarding policies and protocols as well as providing training to parish volunteers who work with children.

This will be a proactive role that requires the PSSO to take initiative and look for opportunities to improve systems within their parish by using best practice guidelines of the Safeguarding and Ministerial Integrity Office and the Archdiocese.

To become a PSSO, you must first be nominated by your Parish Priest and regularly attend Mass within your parish.

Role of Parish Safeguarding Support Officers

PSSO supports and assists the Parish Priest in fulfilling his role and responsibilities set out in the Archdiocese's safeguarding and child protection policies and protocols. The PSSO is required to:

- attend **'Spreading the Message in Your Parish'** safeguarding training and other safeguarding training updates as required and communicating this information to the parish.
- provide safeguarding induction and training to volunteers who work with children based upon the resources provided by the Safeguarding Office at the Spreading the Message training.
- assist the Parish Priest with proactive measures to safeguard children, young people and vulnerable adults in the Parish environment including assisting with conducting risk assessments for parish activities.
- support the Parish Priest in coordinating safeguarding self-assessment reviews and audits within the parish as and when requested by the Archdiocese or on behalf of the Archdiocese.
- raise the profile of safeguarding within the Parish by continuing to draw awareness of the importance of safeguarding
- report to the Parish Priest on any issues or concerns that come to their attention. *Continued over...*

