Safe Church Start-up Guide

In order to maintain best practices for your church/agency/organisation, and to ensure that you are providing appropriate safeguarding measures, we have put together a checklist for a self-assessment

Guideline	Yes	No	Action
Do you have Child Protection Policies and Procedures?	☐	☐	
Do you have Recruitment processes: screening, reference checks and inductions (paid and volunteer workers)	☐	☐	
Do you verify and validate State/territory based Working with Children Check legislation regulations?	☐	☐	
Do you provide adequate (and ongoing) training and supervision in safe church practices?	☐	☐	
Do you have Work Health and Safety policies in place for a safe environment?	☐	☐	
Do you perform an on-going Risk Assessment and have documented Risk Management processes?	☐	☐	
Do you ensure best practices for record keeping, storage and privacy?	☐	☐	
Do you have policies around responding to misconduct and allegations of abuse?	☐	☐	
Do you have adequate grievance and complaints procedures?	☐	☐	
Do you have a code of conduct that is provided to every worker (paid and volunteers)	☐	☐	
Do you know your state/territory legislative requirements for mandatory reporting?	☐	☐	
Do you understand your denominational standards in safeguarding children?	☐	☐	
Do all workers (paid and volunteer) understand the role they play in keeping children safe in your organisation?	☐	☐	
Do workers (paid and volunteer) know what to do if faced with an allegation or disclosure of child abuse?	☐	☐	
Do children and/or parents involved in your program know how to report or raise a concern?	☐	☐	
Do you have set review dates for all ministries/ programs and their attached policies?	☐	☐	