



Presbyterian Church of Victoria

Safe Church Unit

268 Canterbury Road
Heathmont, Victoria 3135



Short-term Missions to PCV churches by external Christian organisations –

Safe Church PCV Compliance Requirements

In addition to any requirements from the PCV, where short-term missions take place in congregations where children will be present, external organisations are responsible for compliance with the Victorian Child Safe Standards (VCSS) – see

<https://ccyp.vic.gov.au/child-safety/being-a-child-safe-organisation/the-child-safe-standards/>

For PCV purposes the following is required:

Working With Children Checks (WWCC)

All mission team members must register the external organisation details on their WWCC card with the Department of Justice – this can be easily done by clicking on the following link to update their details: <http://www.workingwithchildren.vic.gov.au/home/cardholders/update+your+details/>

Training

The Child Safe Standards require all mission team members complete child protection training. So the first question is, have team members completed Child Protection training in their own church or denomination?

The PCV recognises some training given by other denominations – contact the Safe Church Unit for further details and to clarify if a team member's training is recognised.

The PCV requires that team members who have completed Safe Church training in another denomination provide a copy of their certificate of training or email notification from that denomination. This documentation must be sent to the SCU (refer to **Documentation required by SCU** section below).

Where team members have not done training or SCU cannot obtain confirmation, the external organisation is required to facilitate the completion of the PCV Safe Church Basic Training (SCBT). This is done by adhering to the steps as listed under the section titled "Basic Training Kit", at www.safechurchpcv.org.au/basic-training-kit-for-scr-use - the link to the training videos is found in this information.

www.safechurchpcv.org.au

It is essential that the "Attendance Sign-In Record" is completed, with each person printing and signing their name to document their attendance.

Documentation required by SCU

Prior to the mission, SCU will require copies of the following:

1. A list of the names, WWCC numbers and expiry dates of each person on team
2. A copy of the PCV Safe Church Basic Training attendance sheet and/or:
3. Where a person has completed a training session with their own denomination, a certificate of email confirmation from their own denomination

This documentation must be sent to the Safe Church Compliance & Administration Officer, via email to scu.compliance@pcv.org.au

Compliance with the requirements is greatly appreciated by the SCU

All enquiries regarding this information are to be directed to the Safe Church Compliance & Administration Officer:

Email: scu.compliance@pcv.org.au

Phone: 0435 417 283

This information is available at www.safechurchpcv.org.au/resources