

Dear.....

As you may be aware there have been many changes to safeguarding law and practice in recent years. Legally the care and protection of children, young people and adults involved in church activities remains the responsibility of everyone who participates in the life and work of the church.

I am writing to you on behalf of St Peter's church PCC who are required to implement the House of Bishops policy 'Promoting a Safer Church'. One of the aims of this policy is to raise awareness of abuse in all its forms within our communities.

When you initially completed your application form to become a volunteer you may recall that it referred to the requirement for you keep all training relevant to your role up to date. Our records have highlighted that your Safeguarding Awareness certificate has expired. The good news is that renewing it has now been made very easy and it's still free.

To renew it please click the link below at any time that fits your schedule (24/7) within the next month. Clicking this will take you directly to the Church of England training portal or you can copy and paste it into your web browser bar.

<https://www.portsmouth.anglican.org/safeguarding/training/>

Once you have entered the training portal please scroll down and click on 'E-learning' and log in. Then click 'On-line courses' and choose **Basic Awareness, Foundation, Leadership Course**.

When you have completed the session you will be offered the opportunity to access your badge and certificate. I will be grateful if you would forward me a copy of your certificate (paper or digital). The diocese will keep a record of your training and prompt you to refresh it in three years time.

Please don't hesitate to contact me on xxxxx or Caryl Larkins on xxxx xxxxx if you feel we can be of assistance.

The Clergy, Church Wardens and PCC continue to appreciate your valuable contribution to the life and work of the church - without 'you' it would not be possible. Thank you again for all the time and talents you so freely give for the benefit of others.

Kindest regards,

Parish Safeguarding Officer