

Safeguarding Training Requirements Diocese of Leicester April 2026

All safeguarding training is valid for 3 years and then has to be repeated.

The table below sets out the safeguarding training required for different roles within the Diocese of Leicester and is the definitive document; they may be different from other dioceses because some decisions about who needs to do which training have been made by the diocese. As part of our commitment to safeguarding we adopted the required and recommended training requirements. Compliance for which comes under Safeguarding Code with a duty to comply.

If you can't see the specific role title, then look under the more generic roles e.g. volunteers and think about what the role will involve.

All Church of England Safeguarding training is fully revised every 3 years, with minor updates at other times.

Basic Awareness and Foundation training courses now offer some questions for specific roles, including bell ringers, cathedral volunteers, chaplains, children and youth and general. Participants can take multiple options, which you are encouraged to do if relevant.

Many of the courses can be completed online on the Church of England Safeguarding Training Portal, [Safeguarding Training Portal \(cofeportal.org\)](https://cofeportal.org). There is a comprehensive help section if needed. [Safeguarding: Training Portal: About the Site, and Frequently Asked Questions \(FAQ\) | Safeguarding: Training Portal](#)

Further information about safeguarding training can be found at:

Safeguarding Leadership: [Safeguarding Leadership Training Dates.docx - Google Docs](#)

PTO Safeguarding Pathway: [PTO Safeguarding Training dates and deadlines.docx - Google Docs](#)

Face To Face Safeguarding training, if relevant: [Face to face training opportunities - Google Docs](#)

Safeguarding Coordinator Induction: [Safeguarding Coordinator Induction Sessions - Google Docs](#)

If you have any questions or concerns about safeguarding training, including due to your life experiences, please contact Louise Warner, Safeguarding Training Officer, Louise.Warner@LeicesterCofE.org or 07729628319

A 'church officer' is anyone appointed/elected by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

A church officer must be at least 18 years of age. However, we are aware that there are a great many young helpers, leaders and PCC members who are between the ages of 16 and 19 years of age; these individuals should be supported to engage in the same level of safeguarding learning as their adult counterparts.

Roles Safeguarding training is valid for 3 years.	Basic Awareness Core module Portal Face to face training is available as needed.	Foundation Portal- Core Module Face to face training is available as needed.	Safeguarding Leadership Pathway (VSLT) Core module Usually Zoom Valid BA & F required before completion	PTO Pathway Core module Mainly Zoom, some in person	Raising Awareness of Domestic Abuse Portal Face to face training is available as needed.	Safer Recruitment and People Management Portal Face to face training is available as needed.	Parish Safeguarding Officer Induction Usually Zoom
Administrator, with public facing role, otherwise use the other role.	Yes	Yes	No unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless, if Recruiting Manager, involved in recruiting church officers or administering DBS	No
Advocate/ Independent Person for children, young people or vulnerable adult	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Associate Ministers, Lay	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Associate Ministers Lay, over 70 who are not shaping the culture of any churches they are involved with and have a reduced role.	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Associate Ministers Ordained	Yes	Yes	Yes	No	Yes	Yes	No

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Associate Minister Trainees	Yes	Yes	Yes, before placement	No	Yes, before placement	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Authorised Lay Minister	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Authorised Lay Minister Trainee	Yes	Yes	Yes, before placement	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Bell Ringers	Yes, there are some questions specifically for bell ringers	No, unless training/ supervising children/ young people or vulnerable adults. There are some questions specifically for bell ringers	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if training/ supervising children/ young people or vulnerable adults, otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Bell Ringing teachers	Yes, there are some questions specifically for bell ringers	Yes, if teaching children/ young people or vulnerable adults. there are some questions specifically for bell ringers	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if teaching children/ young people or vulnerable adults, otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Bell Tower Captains	Yes, there are some questions specifically for bell ringers	Yes, there are some questions specifically for bell ringers	Yes, if a significant tower, teaching centre or running bellringing gatherings. There's a dedicated leadership course	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Bereavement team/ Visitors	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Bishop's Council	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Bishop's Pastoral Visitor	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
BMO Leadership team	Yes	Yes	Yes	No	Yes	Yes	No
Children/Family Worker Employed	Yes	Yes	Yes	No	Yes	Yes	No
Children/Family Worker / Ministry Volunteer	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Choir Master/Leader	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Choir Member	Yes	No, unless supervising children/ young people or vulnerable adults	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if training/ supervising children/ young people or vulnerable adults, otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Church Officer, where role not already defined	Yes	Yes, if working with children/ young people or vulnerable adults	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults, otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Church Wardens/ Deputy Church Wardens	Yes	Yes	No, unless going into/in vacancy, or playing a lead role in shaping the culture of the church ¹	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Church/ Cathedral/ fresh expressions of church/ BMO Officers/ leaders	Yes	Yes	Yes	No	Yes	Yes	No

¹ Churchwardens, leadership training should be completed if a church is preparing for, or in, vacancy/ interregnum or the churchwarden has a lead role in shaping the culture of the church body, for example is part of the church leadership team.

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Church/ Cathedral/ fresh expressions of church/ BMO/ volunteers	Yes	No, unless children/ young people or vulnerable adults involved, but recommended	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Clergy	Yes	Yes	Yes	No	Yes	Yes	No
Clergy PTO	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Diocesan Board of Patronage	Yes	Yes	No, unless playing a lead role in shaping the culture of the diocese/ church/ cathedral/ fresh expression/BMO	No	No, unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Diocesan staff involved in recruiting staff/ volunteers/DBS checks/ line managing	Yes	Yes	No, unless playing a lead role in shaping the culture of the diocese/ ministry area	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	Yes	No

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Diocesan Staff roles involving children, young people and vulnerable adults	Yes	Yes	No, unless in leadership play a lead role in shaping the culture of the diocese/ ministry area	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Diocesan Staff	Yes	No, unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless in a leadership role or play a lead role in shaping the culture of the diocese	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Diocesan DBF Finance Committee/Trustees	Yes	Yes	No, unless in a leadership role or play a lead role in shaping the culture of the diocese	No	Yes	No	No
Employed Ministry Worker	Yes	Yes	Yes	No	Yes	Yes, if a Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Eucharistic minister	Yes	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Evangelists, Authorised	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Evangelists, Authorised, PTO/ Emeritus	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Focal Minister	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Foodbank Leaders	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	Yes	No
Foodbank Volunteers	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Fresh expressions of church leaders	Yes	Yes	Yes	No	Yes	Yes	No
Fresh expression of church volunteers	Yes	Yes	No, unless playing a lead role in shaping the culture of Messy Church	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Growing Faith Worker, employed	Yes	Yes	Yes	No	Yes	Yes	No
Growing Faith Worker, volunteer	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Home Group Leader	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Independent person/ Children's/ Youth Advocate	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Intercultural Worshipping Community Leader	Yes	Yes	Yes	No	Yes	Yes	No
Intercultural Worshipping Community Volunteers	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Local Minister (Commissioned by the church. The specific role may be listed.)	Yes	Yes, if working/ ministering with children/ young people or vulnerable adults, otherwise recommended.	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Messy Church Leaders	Yes	Yes	Yes	No	Yes	Yes	No
Messy Church Volunteers	Yes	Yes	No, unless playing a lead role in shaping the culture of Messy Church	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Minster Community Leadership Team	Yes	Yes	Yes	No	Yes	Yes, if Recruiting Manager, involved in recruiting church officers or administering DBS	No
Minster Community Volunteers	Yes	Yes, if children/ young people or vulnerable adults involved, but could be helpful	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Ministry trainees	Yes	Yes	If role would lead to it, before independent placement	No	Yes, before placements	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Music Group Leaders	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Music Group members	Yes	No unless supervising children/ young people or vulnerable adults involved	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Organist	Yes	No unless children/ young people or vulnerable adults involved	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Other roles not included elsewhere, including local ministers; as roles vary	Yes	No unless children/ young people or vulnerable adults involved but could be helpful.	No, unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Pastoral Assistants, Authorised	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Pastoral Assistants PTO/Emeritus, authorised	Yes	Yes	No unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Pastoral Visitors	Yes	Yes	No, unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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PCC Members/Lay Chapter member where they do not authorise activities with children, young people or vulnerable adults.	Yes	Yes	No, unless in leadership or play a lead role in shaping the culture of the church/cathedral	No	No unless working/ ministering with children, young people or vulnerable adults, otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
PCC Members/Lay Chapter member where they authorise activities with children, young people or vulnerable adults	Yes	Yes	No, unless in leadership or play a lead role in shaping the culture of the church/cathedral	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
People involved in recruiting church officers, including volunteers, elected or paid roles, including DBS	Yes	Yes	No, unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	Yes	No
Pioneers	Yes	Yes	Yes	No	Yes	Yes	No

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Pioneers PTO/Emeritus	Yes	Yes	No, unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Readers	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Readers PTO/ Emeritus	Yes	Yes	No unless in leadership play a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	Yes	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Sacristan	Yes	No, unless supervising children/ young people or vulnerable adults	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Safeguarding Co-ordinators/ Leads	Yes	Yes	Yes	No	Yes	Yes	Yes

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Server	Yes	No, unless supervising children/ young people or vulnerable adults	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Sides People/ Welcomers	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Spiritual Directors	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Vacancy In See Committee	Yes	Yes	No	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	Yes	No

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Vergers	Yes	Yes	No, unless in leadership play a lead role in shaping the culture of the church/cathedral	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Volunteers, if role not specifically covered elsewhere	Yes	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Vulnerable adult related worker, employed	Yes	Yes	Yes	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Vulnerable adult related volunteers, including taking services	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

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Worship Group Leaders	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes, if working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Worship Group Members	Yes	No unless supervising children/ young people or vulnerable adults involved	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	No unless working/ ministering with children, young people or vulnerable adults otherwise recommended	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No
Youth Worker, Employed	Yes	Yes	Yes	No	Yes	Yes	No
Youth Work/ Ministry Volunteer	Yes	Yes	No, unless playing a lead role in shaping the culture of the church/ cathedral/fresh expression/BMO	No	Yes	No, unless Recruiting Manager, involved in recruiting church officers or administering DBS	No

Specialist Roles

Roles	Basic Awareness	Foundation	Safeguarding Leadership (VSLT)	Link Person Training Delivered by National Safeguarding Team	Support Person Training Delivered by National Safeguarding Team	Raising Awareness of Domestic Abuse	Safer Recruitment and People Management
Link Person	Yes	Yes	No	Yes	No	Yes	No unless line manager/recruiting
Support Person	Yes	Yes	No	No	Yes	Yes	No unless line manager/recruiting

Role	Basic Awareness	Foundation	Safeguarding Leadership (VSLT)	Diocesan/Assistant Directors of Ordinands Pathway	Raising Awareness of Domestic Abuse	Safer Recruitment and People Management
Diocesan Director of Ordinand/Assistant Director of Ordinand	Yes	Yes	Yes	Yes	Yes	Yes

Diocesan and Cathedral Senior Staff

Role	Basic Awareness	Foundation	Leadership	Senior Leadership Delivered by NST	Raising Awareness of Domestic Abuse	Safer Recruitment and People Management
Diocesan and Suffragan Bishops Archdeacons, Associate/ Assistant Archdeacons Deans Executive Chapter Members/ Residentiary Canons Bishop's Chaplains Diocesan Secretaries/ Chief of Staff/Chief Executive/Cathedral Administrators Directors of Communications Directors of ministry Registrars Diocesan and Cathedral Safeguarding Officers Directors of Music/ Masters of Choristers HR Directors Senior Chaplains to the Armed Forces	Yes	Yes	Yes	Yes	Yes	Yes, unless not involved in line managing/ recruiting or in a licensed/authorised role

Leaders of Religious Communities						
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