

2024 Schedule of Cathedral Safeguarding Training Events

Face to face courses offered by the Cathedral are: Safeguarding Basic Awareness, Safeguarding Foundation, and Domestic Abuse Awareness. These courses are also available online — see instructions below. All other courses are available through the diocese, see on Southwell and Nottingham Diocese page. If you are unsure of which courses you require, please refer to the Matrix on Southwell Minster’s website, or contact the Minster safeguarding team on:

southwelllearninganddevelopment@southwellminster.org.uk .

Important note: safeguarding training must be completed every 3 years before the course expiry date so that the level of requisite training held is without a break.

- **3 yearly renewal: Basic awareness/Foundation/Leadership/Senior Leadership: renew to the highest level course you hold** (note: the lower-level courses must all have been completed once, as they are prerequisites for the higher-level courses).
- **3 yearly renewal: Domestic Abuse Awareness/Safer Recruitment: if a requirement of your role.**

The courses below can be booked via

southwelllearninganddevelopment@southwellminster.org.uk

Delivery	Dates	Trainer	Where
Basic safeguarding training	27 th March 13.30-15.30pm	Penny Turner, Vicky Thorpe	Minster Centre Offices
Foundation safeguarding training	14 th May 13.30-15.30pm	Penny Turner, Vicky Thorpe	Minster Centre Offices
Domestic abuse awareness	Saturday 6 th July 9.30-12.30pm	Penny Turner, Vicky Thorpe	Minster Centre Offices
Basic safeguarding awareness	2 nd September 13.30-15.30pm	Penny Turner, Vicky Thorpe	Minster Centre Offices
Domestic abuse awareness	6 th November 13.00pm-16.00pm	Penny Turner, Vicky Thorpe	Minster Centre Offices

Online Courses

All safeguarding courses can be accessed as an E-Learning course via the following links [Church of England Safeguarding training portal](https://safeguardingtraining.cofeportal.org) <https://safeguardingtraining.cofeportal.org>

The safeguarding training portal is not managed by the cathedral therefore please direct queries relating to access issues to: elarning@safeguardingtraining.cofeportal.org or visit: [Safeguarding Training Portal support and FAQs](#)

Southwell learning hub can be accessed by following: [Explore Categories - Southwell & Nottingham Learning Hub \(anglican.org\)](#)

Further help and training guidance

For a table of Training requirements see the Matrix on Southwell Minster's website under "Safeguarding".

If you complete your training via the e-learning route, as opposed to face to face, please send a copy of your certificate or forward the email which states you have completed the training.

If you have any concerns relating to the training, have difficulty registering, or need other assistance, please email Vicky Thorpe at the following email address:

southwelllearninganddevelopment@southwellminster.org.uk

Easy Steps to accessing safeguarding training online:

1. Put into the search bar <https://safeguardingtraining.cofeportal.org/>

2. Click on create a new account.

You will need to choose:

Username (lower case only)

Password (needs to have at least one capital letter and a number)

You will need an email address.

Please answer the questions required as follows:

Country: UK

Diocese: Southwell

Not part of a training institute

Church: Southwell Minster

Your role: e.g. Volunteer/Steward/Sidesperson/Administrator etc.

You should then receive an email which gives a link to click on to get you back to the site to start the training. You should then also be able to log in and out as you wish using your username and password.

After completing the training, **please inform Vicky Thorpe**, either by emailing at southwelllearninganddevelopment@southwellminster.org.uk, or by sending Vicky a copy of your certificate (which can be printed off).

Please click on the links below for **FREE mental health first aid courses**:

[The Aim Group | Mental Health First Aid](#)

[Free Courses In England | Mental Health First Aid](#)

Please click on the link below for a **FREE Understanding children and young people's mental health course**:

[My Free Course | Level 2 Certificate in Understanding Children and Young People](#)

Cathedral Safeguarding Team