Safe Ministry to Children Ordinance 2020

(Reprinted under the Interpretation Ordinance 1985.)

The Safe Ministry to Children Ordinance 2020 as amended by the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2020, the Ministry Standards and Safe Ministry Amendment Ordinance 2022, the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2023, the Safe Ministry Training Amendment Ordinance 2024, the Safe Ministry Training (Standing Committee) Ordinance 2025, and the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2026.

Table of Provisions

Clause

1 . . . . . Name

Part 1 – Preliminary

2 . . . . . Interpretation

Part 2 – Codes of Conduct

3 . . . . . Prescribed code of conduct

4 . . . . . Equivalent code of conduct

Part 3 – Safe Ministry Requirements

5 . . . . . Mandatory requirements

6 . . . . . Equivalent requirements

Part 4 – Screening

7 . . . . . Application

8 . . . . . Deacons

9A . . . . . Presbyters

9 . . . . . Licensed clergy or the Archbishop

10 . . . . . Authorised or paid church workers

11 . . . . . Voluntary church workers

12 . . . . . Professional standards personnel and safe ministry personnel

Part 5 – Training

13 . . . . . Application

14 . . . . . Accredited training

Part 6 – Safe Ministry with Persons of Concern

15 . . . . . Mandatory Requirements

Part 7 – Audit and assurance

16 . . . . . Audit

17 . . . . . Inspection of records

18 . . . . . Annual Self-Assessment

19 . . . .

20 . . . . . Improvement Notices

21 . . . . . Reporting to the Board

Part 8 – Parish Safe Ministry Representatives

22 . . . . . Appointment and term of office of a safe ministry representative

23 . . . . . Qualification to be a safe ministry representative

24 . . . . . Functions of a safe ministry representative

25 . . . . . Protection of safe ministry representatives

Part 9 – Record Keeping

26 . . . . . Creation and retention of records

Part 10 – General

27 . . . . . Confidentiality

28 . . . . . Disclosure of information

29 . . . . . Application to the Cathedral

30 . . . . . Application to ENC Fellowships

Part 11 – Dictionary

Long Title

An Ordinance to provide for safe ministry to children in the Diocese of Sydney that is based on the framework set out in the *General Synod – Safe Ministry to Children Canon 2017* (including implementation of the Protocol) and for related purposes.

The Standing Committee of the Synod of the Diocese of Sydney Ordains as follows.

1. Name

This ordinance is the *Safe Ministry to Children Ordinance 2020*.

PART 1 – PRELIMINARY

2. Interpretation

The definitions of certain terms used in this Ordinance are set out in the Dictionary in Part 11.

PART 2 – CODES OF CONDUCT

3. Prescribed code of conduct

(1) The prescribed code of conduct for safe ministry to children in the Diocese is the standards and guidelines of *Faithfulness in Service* set out in –

(a) section 3 (Putting this Code into Practice) so far as they relate to section 5 (Children), and

(b) section 5 (Children),

when read in each case with section 1 (About this Code) and section 2 (Key Terms).

(2) Subject to clause 4, clergy and church workers in the Diocese must –

(a) observe the standards of conduct, and

(b) follow the guidelines for conduct unless there are cogent reasons for not doing so,

contained in the prescribed code of conduct.

4. Equivalent code of conduct

(1) The prescribed code of conduct does not apply to clergy and church workers in a Church body which has a code of conduct for safe ministry to children applicable to them under –

(a) the laws of the Commonwealth or New South Wales; or

(b) a requirement or condition for registration, approval or funding to provide services for children under the laws of the Commonwealth or New South Wales; or

(c) a contract or arrangement with the Commonwealth or New South Wales or an agency or authority of the Commonwealth or New South Wales.

(2) The prescribed code of conduct also does not apply to clergy and church workers in a Church body if the Standing Committee determines on application by the Church body, that the Church body has an equivalent code of conduct, as appropriately adapted to the context of the Church body, that gives substantial effect to the standards and the guidelines contained in the prescribed code of conduct.

(3) The Registrar shall publish on the Safe Ministry website, a list of all Church bodies that have been determined under subclause (2) to have an equivalent code of conduct, the date on

which the determination was made, and if applicable the period during which the determination has effect.

PART 3 - SAFE MINISTRY REQUIREMENTS

5. Mandatory requirements

Clergy, church workers and other persons holding certain offices or positions in the Diocese must observe –

(a) subject to clause 6, the applicable requirements for screening, training and safe ministry with Persons of Concern that are set out in Parts 4, 5 and 6 respectively, and

(b) the applicable requirements of the *Authorisation of Lay Ministry Ordinance 2015* with respect to the authorisation of a person for lay ministry.

6. Equivalent requirements

(1) The requirements for screening, training and safe ministry with Persons of Concern do not apply to clergy and church workers in a Church body which –

(a) is registered or approved or funded to provide services to children pursuant to the laws of the Commonwealth or New South Wales; or

(b) provides services to children pursuant to a contract or arrangement with the Commonwealth or New South Wales or an agency or authority of the Commonwealth or New South Wales.

(2) The requirements also do not apply to clergy and church workers in a Church body if the Standing Committee determines that the Church body has equivalent requirements for safe ministry to children, as appropriately adapted to the context of the Church body, that give substantial effect to the requirements set out in this Ordinance.

(3) The Registrar shall publish on the Safe Ministry website a list of all Church bodies that have been determined under subclause (2) to have equivalent requirements, along with the date on which the determination was made, the applicable requirements that are equivalent, and if applicable the period during which the determination has effect.

PART 4 - SCREENING

7. Application

(1) Unless otherwise specified, this Part applies to all persons ordained as deacons or presbyters, or Licensed as clergy, elected as the Archbishop, or appointed as church workers, both when and after this Part comes into force.

(2) A person is screened if the prescribed standards of screening have been applied in respect of that person by the relevant screening authority.

(3) A person Licensed as clergy, elected as the Archbishop, or appointed as a church worker when this Part comes into force is not required to undergo an assessment required under this Part if the screening authority is reasonably satisfied that the same or a materially similar form of assessment has previously been done in respect to the person before this Part comes into force and that assessment, where relevant, remains in effect. This subclause does not apply to clause 9A and subclause 9(b)(v).

8. Deacons

The screening requirements for a person to be ordained as a deacon are –

(a) the person holds an unconditional working with children check, where required by the laws of New South Wales; and

(b) the following assessments by the Archbishop or his delegate –

(i) where a working with children check is not required by and is not able to be sought under the laws of New South Wales, a criminal history assessment;

(ii) a national register assessment;

(iii) a safe ministry assessment;

(iv) a medical assessment;

(v) a psychological assessment; and

(vi) where the person was previously Authorised in a Province or in another diocese of the Anglican Church of Australia, another denomination or institution, a church ministry assessment, unless where reasonably satisfied this has previously been done.

9A. Presbyters

If more than 2 years have elapsed between the psychological assessment undertaken for ordination as a deacon and the commencement of the person's candidacy for ordination as a presbyter, the screening requirement to be ordained as a presbyter is a psychological assessment by the Archbishop or his delegate.

Notes:

(1) By clause 3 of the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2020*, the requirement for a psychological assessment for a presbyter does not apply to –*

(a) a person who has been accepted as a candidate for ordination as a presbyter prior to the date of assent of the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2020 *(23 November 2020), or*

(b) a person who is ordained as a presbyter as at the date of assent of the Safe Ministry to Children Ordinance 2020 Amendment Ordinance 2020 *(23 November 2020), and*

(2) In accordance with clause 9A, the Archbishop has delegated his responsibility to the Director of Safe Ministry.

9. Licensed clergy or the Archbishop

The screening requirements for a member of the clergy to be Licensed, or to be elected as the Archbishop, are –

(a) the person holds an unconditional working with children check, where required by the laws of New South Wales; and

(b) the following assessments by the screening authority –

(i) where a working with children check is not required by and is not able to be sought under the laws of New South Wales, a criminal history assessment;

(ii) a national register assessment;

(iii) a safe ministry assessment;

(iv) where the person was previously Licensed in a Province or in another diocese of the Anglican Church of Australia, another denomination or institution, a church ministry assessment, except where reasonably satisfied this has previously been done, and

(v) where the person was ordained as a presbyter in another Province or in another diocese of the Anglican Church of Australia and the licence is the person's first licence to the office of rector in the Diocese, a psychological assessment.

10. Authorised or paid church workers

The screening requirements for church workers to be Authorised or to undertake paid ministry to children are –

(a) the person holds an unconditional working with children check, where required by the laws of New South Wales; and

(b) the following assessments by the screening authority –

(i) where a working with children check is not required by and is not able to be sought under the laws of New South Wales, a criminal history assessment;

(ii) a national register assessment;

(iii) a safe ministry assessment; and

(iv) where the person was previously Authorised in a Province or in another diocese of the Anglican Church of Australia, another denomination or

institution, a church ministry assessment, except where reasonably satisfied this has previously been done.

11. Voluntary church workers

(1) The screening requirements for church workers, who are not professional standards personnel and safe ministry personnel, to undertake voluntary ministry to children are –

(a) the person holds an unconditional working with children check, where required by or able to be sought under the laws of New South Wales; and

(b) the following assessments by the screening authority –

(i) a criminal history assessment, if –

(A) the person is aged 18 years or more,

(B) a working with children check is not required by or able to be sought under the laws of New South Wales, and

(C) the person is eligible to apply for a National Police History Check; and

(ii) subject to subclause (2), a safe ministry assessment.

(2) The Standing Committee may prescribe circumstances in which a safe ministry assessment is not required to undertake voluntary ministry to children in the Diocese.

Notes:

(1) The Standing Committee has prescribed the following circumstances in which a safe ministry assessment is not required for a person to undertake voluntary ministry to children in the Diocese –

(i) the church worker is below 13 years of age,

(ii) the church worker is undertaking ministry to pre-school aged children (or younger) on not more than 10 occasions in a calendar year in the context of activities in which the church worker's own child usually participates,

(iii) the church worker is undertaking ministry at or in connection with a university or other tertiary institution, or

(iv) the church worker undertakes ministry to children on not more than a total of 5 occasions in a calendar year, if the ministry involves minimal direct contact with children or is supervised when children are present.

12. Professional standards personnel and safe ministry personnel

The standards of screening for professional standards personnel, and safe ministry personnel, who have not otherwise been screened as a deacon, a Licensed member of the clergy, the Archbishop, or an Authorised, paid or voluntary church worker, are a national register assessment by the screening authority.

PART 5 - TRAINING

13. Application

This Part applies to all persons ordained as deacons, or Licensed as clergy, elected as the Archbishop, or holding office as members of the Standing Committee, or holding office as ENC fellowship committee members, or elected or appointed as parish councillors or wardens, or employed as an other parish staff member, or appointed as church workers, or elected or appointed as professional standards personnel or safe ministry personnel.

14. Accredited training

(1) Subject to subclause (2) and (3), the training requirements with respect to safe ministry are satisfactory completion of accredited training –

(a) by the Archbishop, within three years prior to his election;

(b) by clergy, and Authorised, paid or voluntary, church workers, within three years prior to being ordained, Licensed, or Authorised, or appointed to undertake ministry to children;

(c) by a member of the Standing Committee, within three years prior to each election to the Standing Committee or, if ex officio, the commencement of their membership of the Standing Committee,

(d) by professional standards personnel, within three years prior to election or appointment to a professional standards role;

(e) by safe ministry personnel, within three years prior to election or appointment to a safe ministry role;

(f) by parish councillors and wardens, within three years prior to election or appointment to the office of parish councillor or warden;

(g) by ENC fellowship committee members, within three years prior to the commencement of their election or appointment;

(h) by other parish staff members, within three years prior to the commencement of their employment; and

by the Archbishop, clergy and church workers, and members of the Standing Committee, ENC fellowship committee members and other parish staff members in paragraphs (a), (b), (c), (g) and (h), at intervals of not more than three years after prior satisfactory completion of accredited training.

(2) A person is not required to complete accredited training within the relevant period set out in subclause (1) if the Archbishop or his delegate is satisfied there are exceptional circumstances and in such case the training is to be completed within such other period specified by the Archbishop or his delegate or, if no period is specified, as soon as practicable.

(3) For the purposes of subclause (1), the Safe Ministry Board may determine a further period within which a person may satisfactorily complete accredited training after the interval of three years has lapsed.

Notes:

(1) By clause 4(1) of the Safe Ministry Training Amendment Ordinance 2024 –

(a) any person who is an 'other parish staff member' on 31 December 2025 must have satisfactorily completed 'accredited training' within three years prior to 31 December 2025, and

(b) if on 31 December 2025 any 'other parish staff member' has not satisfactorily completed 'accredited training' within three years prior to 31 December 2025, they are, for the purposes only of clause 14 of the Safe Ministry to Children Ordinance 2020*, deemed to have done so on 31 December 2022.*

(2) The Safe Ministry Board has determined a period of 1 month for the purposes of clause 14(3).

(3) By clause 4 of the Safe Ministry Training (Standing Committee) Ordinance 2025 –

(a) any person who is a member of the Standing Committee on 31 December 2025 must have satisfactorily completed 'accredited training' within three years prior to 31 December 2025, and

(b) if on 31 December 2025 any ex officio member of the Standing Committee has not satisfactorily completed 'accredited training' within three years prior to 31 December 2025, they are, for the purposes only of clause 14 of the Safe Ministry to Children Ordinance 2020*, deemed to have done so on 31 December 2022.*

PART 6 - SAFE MINISTRY WITH PERSONS OF CONCERN

15. Mandatory Requirements

The Rector and Wardens of a parish or church must comply with the Persons of Concern Policy in respect of the churches and congregations for which they hold office or exercise functions.

PART 7 – AUDIT AND ASSURANCE

16. Audit

(1) The Registrar, in consultation with the Board, shall appoint an independent person to undertake a Church body audit and a diocesan audit of the Diocese at intervals of three years or such lesser period as determined by the Standing Committee, and provide as soon as practicable after the completion of the audit –

(a) a report of the Church body audit to the Standing Committee; and

(b) a report of the diocesan audit to the Standing Committee and the Safe Ministry Board.

Note: *The Standing Committee has determined an interval of 5 years for the first audit in accordance with clause 3 of the* Safe Ministry to Children Transitional Ordinance 2020*.*

(2) The Standing Committee shall determine the scope of the Church body audit and the diocesan audit.

(3) The independent person undertaking the Church body audit shall be given access to such records and information, as requested by the independent person undertaking the Church body audit as is reasonably necessary to enable the Church body audit to be undertaken.

(4) The independent person undertaking the diocesan audit shall be given access to such records and information, as requested by the independent person undertaking the diocesan audit as is reasonably necessary to enable the diocesan audit to be undertaken.

(5) The Registrar shall as soon as practicable after –

(a) the report of the Church body audit has been provided to the Standing Committee, and

(b) the report of the diocesan audit has been provided to the Standing Committee and Safe Ministry Board

publish the report on the Safe Ministry website.

(6) An audit will not be required under this clause if an equivalent audit or an audit of compliance with the Child Safe Standards is required pursuant to the laws of the Commonwealth or New South Wales and the report of the audit is publicly available.

17. Inspection of records

(1) The Registrar or a person nominated by the Registrar may, for reasonable and legitimate purposes, inspect all or any records maintained by a parish in relation to the obligations set out in this Ordinance.

(2) The Board may develop a plan for the Registrar to periodically inspect the records of parishes under this clause.

(3) The Registrar or a person nominated by the Registrar may require the minister or the safe ministry representative to provide any of the following information in relation to persons undertaking ministry to children in the parish –

(a) full name,

(b) date of birth,

(c) working with children check number (or application number) and expiry date,

(d) date of verifying the clearance with the regulator and outcome, and

(e) any other information the Registrar or their nominee reasonably considers to be necessary to ascertain whether obligations set out in this Ordinance have been observed.

18. Annual Self-Assessment

(1) The Board may prescribe and require the minister of each parish or a person nominated by him to complete a self-assessment checklist at such frequency as it may determine, which may include, but is not limited to, confirming that the parish and its office holders have –

(a) complied with the standards, guidelines and other requirements applicable to them in this Ordinance,

(b) implemented the Child Safe Standards,

(c) complied with the *Reportable Allegations and Convictions Ordinance 2022,* and

(d) obtained or applied for an authority for each 'lay minister' (as defined in the *Authorisation of Lay Ministry Ordinance 2015*),

(e) obtained or applied for a Licence for each member of clergy undertaking ministry in the parish, and

(f) complied with such other obligations applicable to the parish or its officeholders with respect to the safety of children.

19. …

20. Improvement Notices

(1) If the Safe Ministry Board reasonably believes that a person –

(i) is contravening this Ordinance, or

(ii) has contravened a provision in circumstances that make it likely the contravention will continue or be repeated,

the Board may direct the Registrar to issue an improvement notice requiring the person to –

(a) remedy the contravention, or

(b) prevent a likely contravention from occurring, or

(c) remedy the things or operations causing the contravention or likely contravention.

(2) Any notice issued under subclause 20(1) must state -

(a) the provision the Board believes is being, or has been, contravened, and

(b) how the provision is being, or has been, contravened, and

(c) the date by which the person is required to remedy the contravention or likely contravention, which must be reasonable in all of the circumstances.

(3) An improvement notice may include directions concerning the measures the Board expects to be taken to remedy the contravention or prevent the likely contravention, or the matters or activities causing the contravention or likely contravention, to which the notice relates.

(4) The Registrar may, by written notice given to the person, extend the date specified in an improvement notice.

(5) The person to whom an improvement notice is issued must comply with the notice within the period specified in the notice.

(6) A copy of an improvement notice issued in respect to any person performing functions in a parish may, in addition to the person, be provided to any or all of the Archbishop, Regional Bishop, minister, Wardens and Safe Ministry Representative of that parish.

21. Reporting to the Board

The Registrar is to provide such reports and information to the Board as the Board may reasonably request in respect to the functions performed by the Registrar under this Part.

PART 8 – PARISH SAFE MINISTRY REPRESENTATIVES

22. Appointment and term of office of a safe ministry representative

(1) Subject to clause 23, the minister must, with the concurrence of the parish council, appoint a person as a safe ministry representative for the parish.

(2) The minister must promptly report to the Registrar the name and contact details of a person appointed as a safe ministry representative.

(3) Subject to subclauses (4) and (5) and clause 23, the person appointed as a safe ministry representative holds office until the earlier of –

(a) the period (if any) specified by the minister in writing at the time of appointment,

(b) the appointment of a successor,

(c) their death, or

(d) their resignation.

(4) The appointment of a person as a safe ministry representative is revoked if the person –

(a) has not, subject to clause 14(2), satisfactorily completed safe ministry training within the last 3 years, or

(b) ceases to hold an unconditional working with children check.

(5) The appointment of a safe ministry representative may be revoked by –

(a) the minister, with the concurrence of the parish council, or

(b) the Director of Safe Ministry,

as each may think fit.

23. Qualification to be a safe ministry representative

(1) A person appointed as a safe ministry representative must –

(a) be not less than 21 years of age, and

(b) have satisfactorily completed accredited training in accordance with this Ordinance, and

(c) hold an unconditional working with children check.

(2) A person who is or becomes bankrupt may not be appointed or continue as a safe ministry representative.

24. Functions of a safe ministry representative

A safe ministry representative has the following functions –

(a) to ensure compliance by the minister or the minister's delegate with this Ordinance in respect to church workers, other parish staff members, wardens and parish councillors within the parish, and

(b) to create and maintain in a secure manner the records that are required to be created and maintained by the minister under this Ordinance, and

(c) to provide a report, at least annually to the parish council, that includes current policies and practices, and any suggested changes, to ensure the safety of children involved in the activities of the parish and such other matters as may be prescribed by the Safe Ministry Board, and

(d) to report to the Director of Safe Ministry, and in the case of a church worker, to the minister and any applicable delegate of the minister, knowledge or reasonable suspicion that a child who attends or has attended any activity of the parish has suffered child abuse or is at the risk of harm from child abuse from a church worker.

25. Protection of safe ministry representatives

A person must not take any adverse action against or cause any detriment to a safe ministry representative because the representative has a made a report under this Ordinance in good faith.

Note: *By clause 5 of the Safe Ministry to Children Transitional Ordinance 2020, any action taken under Chapter 7 of Schedule 1 or Schedule 2 of the Parish Administration Ordinance 2008 is taken to be an action undertaken under the equivalent provision of this Ordinance.*

PART 9 – RECORD KEEPING

26. Creation and retention of records

(1) Accurate records of –

(a) the screening of clergy and church workers,

(b) the satisfactory completion of accredited training by clergy and church workers

are to be created and maintained in a secure manner by or on behalf of the screening authority.

(2) In addition, accurate records of satisfactory completion of accredited training are to be created and maintained in a secure manner by or on behalf of:

(a) in the case of a warden, parish councillor or other parish staff member, the minister;

(b) in the case of an ENC fellowship committee member, the Department of Evangelism and New Churches.

(2) Accurate records relating to the implementation of the Persons of Concern Policy in respect of each Person of Concern are to be created and maintained in a secure manner by or on behalf of the person responsible for its implementation within the Church Body.

PART 10 – GENERAL

27. Confidentiality

A person performing a function under this Ordinance is to keep confidential any personal information obtained in the course of fulfilling that function, except where its disclosure –

(a) is required by law or an Ordinance of the Diocese;

(b) is made with the consent of the person to whom the information relates;

(c) is reasonably necessary to protect any person from the risk of being harmed;

(d) is reasonably necessary for the purpose of fulfilling a function under this Ordinance, including undertaking an assessment of whether a person is suitable to undertake ministry to children or whether the obligations in this Ordinance have been observed; or

(e) is necessary for the purpose of issuing an improvement notice to a person or taking or initiating any professional standards or disciplinary action against a member of clergy or a church worker.

28. Disclosure of information

The Registrar or a person nominated by the Registrar shall at the request of General Secretary of the General Synod promptly inform the General Secretary of the details of the screening and training of persons from the diocese who are being considered for appointment or election for a General Synod professional standards position or a General Synod safe ministry position.

29. Application to Cathedral

This Ordinance applies to the Cathedral Church of St Andrew as if –

(a) the Cathedral and the lands and property belonging thereto are a parish, and

(b) the Dean is the minister, and

(c) the Cathedral Chapter is the parish council.

30. Application to ENC Fellowships

This Ordinance applies to fellowships under the *Department of Evangelism and New Churches Ordinance 2010* as if –

(a) the fellowship and the places where it undertakes ministry are a parish, and

(b) the leader of the fellowship is the minister,

(c) the Board of the Department of Evangelism and New Churches, or such other body of persons within the fellowship that the Board nominates, is the parish council (except for the purposes of clause 14), and

(d) the definition of "other parish staff member" means "a person employed by the Department of Evangelism and New Churches on a permanent basis, whether full-time or part-time, to perform duties within a fellowship, including those who do not undertake ministry to children.

PART 11 – DICTIONARY

In this Ordinance, unless the context otherwise requires–

accredited training means –

(a) training that –

(i) includes the course content in the Safe Ministry Training National Benchmarks so far as it relates to ministry to children, with reasonable adjustments for cultural, linguistic, ability diversity and age; and

(ii) is delivered by persons who are accredited, and/or online training which is accredited, by the Safe Ministry Board; or

(b) training of another Church body or organisation that the Safe Ministry Board has determined is equivalent to the training in paragraph (a);

adult means a person who is 18 years of age or above;

Authority means any written instrument by which a lay person is appointed, Authorised, permitted or sanctioned to exercise ministry and Authorisation, Authorise and Authorised have a corresponding meaning;

Board means the Safe Ministry Board;

child means anyone under the age of 18;

child abuse has the same meaning as in the *National Register Canon 2007*;

Child Safe Self-Assessment means the online tool developed by the Office of the Children's Guardian according to the Child Safe Standards;

Child Safe Standards means the child safe standards in the *Children's Guardian Act 2019*;

Church authority means the Archbishop or a person or body having authority to ordain, license, elect, appoint, dismiss or suspend a member of clergy or a lay person;

Church body means any body corporate, organisation or association that exercises ministry within, or on behalf of, or in the name of, the Church, and is constituted by Ordinance of the Synod or in respect of which the Synod has power to make Ordinances;

Church body audit means an audit as to whether –

(a) any code of conduct that applies to clergy and church workers in a Church body in respect of which the Standing Committee has made a determination under clause 4(2) gives substantial effect to the standards of conduct and the guidelines for conduct contained in the prescribed code of conduct as appropriately adapted to the context of the Church body;

(b) any requirements in this Ordinance for safe ministry to children that apply to clergy and church workers in a Church body in respect of which the Standing Committee has made a determination under clause 6(2) give substantial effect to the applicable requirements as appropriately adapted to the context of the Church body;

church ministry assessment means a reasonable endeavour made to obtain RA information about the person from the responsible authority, and if obtained consideration of that RA information;

church worker means a lay person undertaking any ministry to children –

(a) who is Authorised by the Archbishop; or

(b) who is employed by a Church body; or

(c) who, for payment or not, holds a position or performs a function with the actual or apparent authority of a Church authority or Church body;

clergy means a person who is a bishop, presbyter or deacon in the Anglican Church of Australia;

code of conduct means the code of conduct prescribed under Part 2 of this Ordinance;

cogent means clear, logical and convincing;

contact means physical contact, oral communication (whether face-to-face or by telephone), written communication or electronic communication (which includes email, instant messaging, social media and video chats);

criminal history assessment means consideration of a National Police History Check of the person;

denomination means a religious body or a religious organisation declared to be a recognised denomination for the purposes of the *Marriage Act 1962* (Cth), other than the Anglican Church of Australia, that holds the Christian Faith as set forth in the Nicene Creed and the Apostles' Creed;

denominational authority means a person or body of another denomination having authority to ordain, Authorise, Licence, elect, appoint, dismiss or suspend a member of the clergy or a lay person of that denomination;

Diocese means the Diocese of Sydney;

diocesan audit means an audit as to whether –

(a) any diocesan code of conduct containing additional standards of conduct for observance, and additional guidelines for conduct to be followed, is inconsistent with the standards of conduct and the guidelines for conduct contained in the prescribed code of conduct, or an equivalent code of conduct in respect of which the Standing Committee has made a determination under clause 4;

(b) the diocese has in place procedures which –

(i) effectively monitor observance by clergy and church workers in the diocese of–

(A) the standards and, unless there are cogent reasons for not doing so, the guidelines applicable to them that give effect to the prescribed standards and guidelines; and

(B) the requirements applicable to them in the *Reportable Allegations and Convictions Ordinance 2022*; and

(ii) provide for an appropriate response to instances of non-observance; and

(c) the procedures in paragraph (b) have, in all material respects, been followed;

diocesan authority means a person or body of another diocese of the Anglican Church of Australia having authority to ordain, authorise to function, permit to function, license, elect, appoint, dismiss or suspend a member of the clergy or a lay person of that diocese;

ENC fellowship committee member means a member of the body of persons within an ENC fellowship responsible for overseeing its operations;

Faithfulness in Service means *Faithfulness in Service – A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers* adopted by the Synod including any amendments made thereto from time to time.

General Synod professional standards position means a professional standards position to which a person is elected or appointed by the General Synod or the Standing Committee or the Primate or the General Secretary;

General Synod safe ministry position means a safe ministry position to which a person is elected or appointed by the General Synod or the Standing Committee or the Primate or the General Secretary;

independent person means a person who –

(a) is not a member of the clergy or a church worker; and

(b) has experience in undertaking audits of a similar nature to a Church body audit and a diocesan audit;

institution means an institution that is not an institution of this Church or of a Province or of a denomination;

institution authority means a person or body of an institution with the power to elect, appoint, suspend or dismiss a person as an officer, employee or volunteer of that institution;

lay person means a person who is not a member of clergy;

Licence means any written instrument by which a member of the clergy is appointed, Licensed, Authorised, permitted or sanctioned to exercise ministry as a member of the clergy and Licensing, License and Licensed have a corresponding meaning;

medical assessment means consideration of a medical report of the person by a registered medical practitioner;

minister has the meaning set out in the *Parish Administration Ordinance 2008*;

ministry to children means work of a kind where a person –

(a) is required to hold a working with children check by reason that the person has contact with a child as part of engaging in a regulated activity; or

(b) exercises a pastoral ministry which has direct, regular and not incidental contact with children; or

(c) provides services to children that are ancillary to the exercise of a pastoral ministry within paragraph (b) which involve –

(i) contact with children during an overnight activity (such as camps and similar activities); or

(ii) close, personal contact with children (such as changing clothes, washing and toileting); or

(d) supervises the ministry of a person within any one or more of paragraphs (a) to (c); or

(e) performs a professional standards role; or

(f) performs a safe ministry role;

National Register means the National Register established under the *National Register Canon 2007*;

national register assessment means a check whether there is any information about the person entered in the National Register, and if so consideration of that information;

other parish staff member means a person employed by the wardens of a parish on a permanent basis, whether full-time or part-time, including those who do not undertake ministry to children;

parish councillor means a person elected or appointed to the Parish Council of a parish under the *Parish Administration Ordinance 2008;*

pastoral ministry includes the provision of spiritual advice and support, education, counselling, medical care, and assistance in times of need;

Person of Concern is a person who is currently participating or wishes to participate in the life of a parish or congregation and whose presence constitutes a risk of harm from sexual abuse to others in the parish or congregation;

Persons of Concern Policy means the policy for safe ministry in a parish where there is a risk of sexual abuse by a Person of Concern that is prescribed by the Standing Committee from time to time;

> ***Note:*** *The Standing Committee has prescribed "Chapter 4: Guidelines for parishes regarding persons of interest" of the version of the Office of the Director of Safe Ministry's Safe Ministry Blueprint for Churches published as at 27 April 2020 for the purposes of the definition of "Persons of Concern Policy".*

professional standards personnel means clergy and church workers performing a professional standards role;

professional standards process means a process for determining the fitness for office of clergy or lay persons under any Canon of the General Synod or diocesan ordinance or a process under Chapter IX of the Constitution, where the conduct that is the subject of the process relates to child abuse;

professional standards role means a role in –

(a) recommending or determining whether an action is to be taken; or

(b) providing support to a person;

under a professional standards process;

Protocol means the Protocol for the disclosure of ministry suitability information between the churches of the Anglican Communion which the Anglican Consultative Council referred to in resolution 16.27 passed in 2016;

Province means –

(a) a member church of the Anglican Consultative Council other than the Anglican Church of Australia and includes part of a Province; and

(b) a church that is recognised as a member church of the Anglican Communion by the Synod;

provincial authority means the person or body in a Province having authority to ordain, Authorise, Licence, elect, appoint, dismiss or suspend a member of the clergy or a lay person of that Province;

psychological assessment means consideration of a psychological report that includes an assessment of the personal, social and sexual maturity of the person by a registered psychologist;

RA information means a written statement by a responsible authority which discloses –

(a) whether or not there has been, and

(b) if there has been, the substance of,

any untested allegation, charge, finding or admission of the commission of a criminal offence, or a breach of the rules in force in the applicable Province or diocese or denomination or institution regarding the moral conduct of clergy and lay persons undertaking ministry or of persons working for the institution, including rules relating to sexual conduct and conduct towards children and vulnerable adults;

Regional Bishop means the bishop of the region within which the relevant parish is situated.

Registrar means the person holding the office for the time being as the registrar of the Diocese**;**

responsible authority means –

(a) a provincial authority; or

(b) a diocesan authority; or

(c) a denominational authority; or

(d) an institutional authority;

safe ministry assessment means consideration of the person's completed Safe Ministry Check, and, if applicable, information provided by a person's former minister or a referee as part of the Safe Ministry Check;

Safe Ministry Check means a check that includes the applicable Safe Ministry Check as prescribed from time to time by the Standing Committee;

> ***Note****: the Standing Committee has prescribed the following forms of Safe Ministry Check for the purposes of this clause –*
>
> *(i) A form for voluntary church workers 18 years and over, prescribed on 27 April 2020*
>
> *(ii) A form for voluntary church workers aged 13 to 18 years, prescribed on 27 April 2020*
>
> *(iii) Two forms for clergy to be Licensed or to be elected as Archbishop, and for church workers to be Authorised or to undertake paid ministry to children, either of which may be used –*
>
> *(A) A form prescribed on 27 July 2020, or*
>
> *(B) A revised form prescribed on 17 November 2025.*

Safe Ministry Board means the Safe Ministry Board established under the *Safe Ministry Board Ordinance 2001*;

safe ministry personnel means clergy and church workers performing a safe ministry role;

safe ministry role means a role –

(a) in recommending or determining standards and guidelines for safe ministry to children or with Person of Concern; or

(b) in recommending or determining or supervising safe ministry in a parish or congregation with a Person of Concern;

but excludes a role as a member of the Synod or the Standing Committee;

Safe Ministry Training National Benchmarks means the Safe Ministry Training National Benchmarks as tabled at the 17th ordinary session of the General Synod held in 2017;

screening authority means –

(a) in the case of a person to be or who is ordained as a deacon, or a member of the clergy to be or who is Licensed, or a church worker to be or who is Authorised, the Archbishop or his delegate; or

(b) in the case of a member of the clergy to be or who has been elected as the Archbishop, the electing body or its delegate; or

(c) in the case of a church worker to undertake or who is undertaking paid or voluntary ministry to children who is not required to hold an Authority, the appointing person or body or their delegate or the person with power to revoke the appointment; or

(d) in the case of professional standards personnel and safe ministry personnel, the electing or appointing body or its delegate.

Note: In the case of a person who is an employee or volunteer of a parish who is required by law to have an unconditional working with children check, the parish will still need to verify the check as 'employer' even if the Archbishop is the screening authority under paragraph (a) of the definition.

spiritual abuse has the same meaning as in the *National Register Canon 2007;*

Standing Committee means the Standing Committee of the Synod;

Synod means the Synod of the Anglican Church Diocese of Sydney;

warden means a person elected or appointed as a warden under the *Parish Administration Ordinance 2008*; and

working with children check means an authority to work with children issued under the laws of New South Wales.

Notes

The notes in this Ordinance are for explanatory purposes only and do not form part of the Ordinance. The Diocesan Secretary is authorised to update the notes when reprinting this Ordinance under clause 8 of the *Interpretation Ordinance 1985*.

Table of Amendments

Clause 5	Amended by Ordinance Nos 45, 2024 and 35, 2026.
Clause 7	Amended by Ordinance Nos 64, 2020; 26, 2023; and 35, 2026.
Clause 8	Amended by Ordinance Nos 37, 2022;26, 2023; and 35, 2026.
Clause 9A	Inserted by Ordinance No 64, 2020.
Clause 9	Amended by Ordinance Nos 64, 2020; 26, 2023; and 35, 2026.
Clause 10	Amended by Ordinance No 26, 2023 and 35, 2026.
Clause 12	Amended by Ordinance No 35, 2026.
Clause 13	Amended by Ordinance Nos 45, 2024; 27, 2025; and 35, 2026.
Clause 14	Amended by Ordinance Nos 45, 2024; 27, 2025; and 35, 2026.
Clause 15	Amended by Ordinance No 37, 2022.
Clause 16	Amended by Ordinance Nos 26, 2023 and 35, 2026.
Clause 17	Inserted by Ordinance No 35, 2026.
Clause 18	Inserted by Ordinance No 35, 2026.
Clause 19	Inserted by Ordinance No 35,2026.
Clause 20	Inserted by Ordinance No 35, 2026.
Clause 21	Inserted by Ordinance No 35, 2026.
Clause 22	Amended by Ordinance No 37, 2022. Renumbered and amended by Ordinance No 35, 2026.
Clause 23	Renumbered by Ordinance No 35, 2026.
Clause 24	Amended by Ordinance Nos 37, 2022 and 45, 2024. Renumbered by Ordinance No 35, 2026.

Clause 25	Renumbered by Ordinance No 35, 2026.
Clause 26	Amended by Ordinance No 45, 2024. Renumbered by Ordinance No 35, 2026.
Clause 27	Renumbered and amended by Ordinance No 35, 2026.
Clause 28	Renumbered by Ordinance No 35, 2026.
Clause 29	Renumbered by Ordinance No 35, 2026.
Clause 30	Amended by Ordinance No 45, 2024. Renumbered by Ordinance No 35, 2026.
Part 11	Amended by Ordinance Nos 37, 2022; 26, 2023; 45, 2024; and 35, 2026.

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27 October 2026

BRIONY BOUNDS
Diocesan Secretary