

Risen Christ Parish
Safeguarding Committee
23 May 2026

Minutes

Present: Lorraine Furtado, Nika Cseh, Fr Michael Sierakowski, John Ramsdale, Mark Kulkens, Anne Williams, and Peter Williams

1. Apologies: Frances Sullivan

2. Prayer and Acknowledgment of Country- Mark

3. Minutes of Previous Meeting

The minutes of the previous meeting were accepted.

4. Safeguarding Essentials Online Training Module

A working group has been established by the Safeguarding Unit to refresh the Safeguarding Essential Training Module. Peter advised that it is planned for tailored training to suit an individual's role, the Safeguarding Unit has adopted a tiered approach to this version of safeguarding training.

- Level 1 training - providing foundational information for **all** Church volunteers.
- Level 2 training - providing in depth information for those in leadership roles or working directly with children and young people.
- Other role specific training modules e.g. modules for contractors.

The draft level1 module has now been reviewed and the final version is expected to be released in September.

5. Parish Compliance Issues

Peter advised that only 2 existing volunteers are still required to complete the Safeguarding Essentials Training Module. It is expected they will complete the training in the next week or two. In addition, there are several new volunteers who wish to be involved in: the Children's Liturgy, new members of the PPLC and Extraordinary Ministers of the Eucharist, who are currently in the process of becoming compliant.

6. St Vincent De Paul Society

John reported on several matters associated with SVDP. He noted that SVDP Montmorency currently has only had a few new cases to deal with at the current time. SVDP have reiterated to their volunteers that they must have no less than 2 people attending onsite visits, at any time.

John noted that the SVDP Handbook called “The Rule” is being revised, with the 8th edition to be available in the near future.

7. 2026 Welcoming Video

A new provider, Stampede Immersive, has been engaged to produce the 2026 version of the Welcoming videos. Filming took place on 28 April 2026, with completed videos being received on 20 May. A few minor changes to the text shown on screen have been requested. The first of these videos will be shown at this weekend’s masses. Connection between parish and our primary schools has been further strengthened, with the Principal of OLHC Primary school requesting that the video featuring the OLHC school leaders be used to assist in the celebration of Our Lady Help of Christians feast day this weekend.

8. Parish Pastoral Plan

Coordinators have now been appointed for: Prayer and Worship (Margaret Heyhoe), Social Justice (Lavanya Miranda) and Hospitality (Paul Brady and Robyn De Remar) ministries. Peter has been working with them to ensure they are Safeguarding compliant. The coordinators have been invited to attend the next meeting of the PPLC.

9. 2026 Position Descriptions and Risk Assessments

All Position Descriptions and Risk Assessment for the parish have been refreshed and are ready to be circulated to appropriate volunteers for their information and comment. In addition, Position Description and Risk Assessment for Ministry Coordinators were tabled for comment. Mark suggested that the Qualifications section of the Position Description be amended to “Necessary Requirements”. Post meeting suggestion to use the term “Prerequisites”

A Risk Assessment for the Easter Liturgies was tabled for discussion. It was noted that a few minor issues arose during the 2026 Easter Liturgies. The Risk Assessment has been prepared in an attempt to mitigate such risks in the future. The Risk Assessment was accepted with the inclusion of reference to the Welcoming Video as a mitigation tool.

10. Other Business

It was noted that the Parish will host a Safeguarding Network meeting at OLHC Church on Saturday 30 May. All members of the Safeguarding Committee have been invited to attend, via the TryBooking App, should they be available. Fr Michael indicated that this was a good opportunity to demonstrate the Welcoming Video to other parishes in the Eastern Region.

Mark spoke about National Sorry Day Rally to be held in Preston on 26 May. National Sorry Day is a time to honour the strength and resilience of the Stolen Generations – Aboriginal and Torres Strait Islander people who were forcibly removed from their families, and to reflect on the ongoing journey of truth-telling, healing and reconciliation. Mark has been asked to attend to provide assistance, should it be needed.

11. Next Meeting

The next meeting is scheduled for **22 August 2026**:

Anne has volunteered for the Opening prayer and Acknowledgement of Country.

