



Recognition of Prior Learning

C/2.1.6

Purpose

This procedure outlines the criteria to receive RPL for Module 2 of the SMC Lay Worker Training, and to receive RPL for Module 1 for eligible Uniting Church ministry agents from the Queensland synod.

Teachers, police officers, ecumenical partners, all ministry agents of the Uniting Church or other professional people who have received child safety training or work directly under child protection legislation, may apply for recognition of prior learning (RPL) for Module 2 of the Safe Ministry with Children (SMC) Lay Training. Current Uniting Church ministry agents from the Queensland Synod may also be eligible to receive RPL for Module 1 of the SMC Lay Training.

Scope

Application for RPL for Module 1: This procedure applies to all Uniting Church ministry agents from the Queensland synod.

Application for RPL for Module 2: This procedure applies to all teachers, police officers, ecumenical partners, and all ministry agents of the Uniting Church in active ministry and professionals working in a role directly related to child safety (working with children) whilst they remain employed in the role.

New Reporting Laws

New laws start on **5 July 2021** which target behaviour that ignores or hides the sexual abuse of children pursuant to the *Criminal Code (Child Sexual Offences Reform) and Other Legislation Amendment Act 2020*. These new laws mean:

- all adults must report sexual offending against children to the police unless they have a reasonable excuse
- adults in an institutional setting (e.g. a school, church or sporting club) must protect children from the risk of a sexual offence being committed against them.

This means that you **must** make a report to the police in all cases where:

- sexual abuse or grooming has occurred,
- you suspect that sexual abuse or grooming has occurred,

Application for RPL for Module 1

1. Requirements

- 1.1. The applicant must have held **two years** of continuous employment/ placement/ volunteer position within the **last three years**, as a ministry agent within the Queensland synod.
- 1.2. The applicant **must** have completed both the SMC ministry agent training, as well as the Code of Ethics training **within** the last 12 months to be eligible to apply for RPL for Module 1.
- 1.3. Should the applicant **not meet** the requirements, they will be required to undertake Refresher Training as a Lay Worker.

2. Procedure

- 2.1. The applicant is to provide evidence of the following:



- 2.1.1. Evidence of placement or employment, or volunteer role as a ministry agent in the Queensland synod of the Uniting Church for at least two out of the last three years; **and**
- 2.1.2. Completion of both the SMC ministry agent training and Code of Ethics ministry agent training has occurred **within** the last 12 months.
- 2.2. The applicant is to:
 - 2.2.1. complete and sign the application form for Recognition of Prior Learning,
 - 2.2.2. identify the criteria for their application on the form,
 - 2.2.3. attach supporting evidence; and
 - 2.2.4. then forward the completed and signed application form to the Safe Church Assurance and Support Officer for approval at safeministrywithchildren@ucaqld.com.au.
- 2.3. Once the application for RPL is received and processed, the applicant will be advised of the outcome by the Safe Church Assurance and Support Officer.
- 2.4. A signed copy of the outcome of the application will be provided to the presbytery and a copy provided to the applicant.
- 2.5. The record of approved RPL should be retained at the presbytery, or the church council, as proof of training compliance and included in training records for future audits.

Application for RPL for Module 2

3. Requirements

- 3.1. The applicant must have held **two years** of continuous employment within the **last three years**.
- 3.2. Alternately, proof of completion of child safety training from a recognised training program or institution **within** the last three years will also be considered. The training program or institution must be a recognised institution such as a college, university or Tafe within Australia.
- 3.3. Evidence supplied must be an original or a copy certified by a Justice of the Peace/Commissioner for Declarations.
- 3.4. The requirements for RPL relate directly to the need to demonstrate knowledge of child protection within the context of Australian legislation, particularly with regards to the new **Reporting Laws** in place from 5 July 2021.
- 3.5. Should the applicant **not meet** the requirements, they will be required to undertake Refresher Training as a Lay Worker.

4. Procedure to apply for RPL

- 4.1. The applicant is to provide proof of either:
 - 4.1.1. continuous employment in a relevant role for at least two years within the last three years (*see the evidence requirements detailed in 5 below*); or
 - 4.1.2. completion of relevant training from a recognised institution such as a college, university or Tafe, within the last three years, noting the requirements with regards to the new **Reporting Laws** in place from 5 July 2021 (*see the evidence requirements detailed in 6 below*).
- 4.2. The applicant is to:
 - 4.2.1. complete and sign the application form for Recognition of Prior Learning,
 - 4.2.2. identify the criteria for their application on the form,



- 4.2.3. attach supporting evidence; and
 - 4.2.4. then forward the completed and signed application form to the Safe Church Assurance and Support Officer for approval at safeministrywithchildren@ucaqld.com.au.
 - 4.3. Once the application for RPL is received and processed, the applicant will be advised of the outcome.
 - 4.4. A signed copy of the outcome of the application will be provided to the presbytery and a copy provided to the applicant.
 - 4.5. The record of approved RPL should be retained at the presbytery, or by the church council, as proof of training compliance and included in training records for future audits
- 5. Evidence required to demonstrate recognition of professional skills**
- 5.1. The applicant must have held **two years** of continuous employment within the **last three years** in one of the listed roles below:
 - Registered Teacher**
 - 5.1.1. Proof of current Queensland teacher registration continuously held for at least two of the last three years
 - 5.1.2. Proof of current teacher registration from another Australian state or territory continuously held for at least two of the last three years.
 - Police Officer**
 - 5.1.3. Current Queensland police identification or police identification from another Australian state or territory continuously held for at least two of the last three years.
 - Ministry Agents and Ecumenical Partners**
 - 5.1.4. Proof of current ministry identification from Queensland or from another Australian state or territory continuously held for at least two of the last three years, with evidence of a completed qualification from a recognised institution as supporting evidence.
 - Medical Doctor or General Practitioner**
 - 5.1.5. Proof of current general practitioner or medical doctor registration (e.g. Australian Health Practitioners Association) continuously held for at least two of the last three years.
 - Professional role directly related to child safety (working with children)**
 - 5.1.6. Proof of current child protection identification from Queensland or from another Australian state or territory continuously held for at least two of the last three years
 - 5.1.7. Proof of current childcare identification and relevant qualification from Queensland continuously held for at least two of the last three years
 - 5.1.8. Proof of current professional identification which relates to working with children under Queensland legislation continuously held for at least two of the last three years, and evidence of a relevant qualification for the role.
- 6. Evidence required to demonstrate recognition of prior training**
- 6.1. The applicant must provide proof of completion of child safety training from a recognised training program or institution, **within the last three years**
 - 6.1.1. Certificate of completion of a relevant course, obtained from a recognised training program or institution; and
 - 6.1.2. Transcript of the units covered in the course, noting the requirements with regards to the new **Reporting Laws** in place from 5 July 2021.



Related documents

[C/2.1.6.1 Application for Recognition of Prior Learning](#)

[C/2.1.7 Safe Ministry with Children: Refresher Training Procedure](#)

Revisions

Document number		C/2.1.6			
Version	Approval date	Approved by	Effective date	Policy owner	Policy contact
2.0	20.07.2021	Manager, Risk and Compliance	30.07.2021	ED Risk and Assurance	Safe Church Assurance and Support Officer
Next scheduled review		30.07.2026			