



# Recognition of Prior Learning

C/2.1.6

Teachers, police officers, ecumenical partners 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) training.

## Purpose

This procedure outlines the criteria to receive RPL for Module 2 of the SMC Lay Worker Training.

## Scope

This procedure applies to all teachers, police officers, ecumenical partners in active ministry and professionals working in a role directly related to child safety (working with children) whilst they remain employed in the role. The applicant must have held two years of continuous employment within the last three years. Alternately, proof of completion of child safety training from a recognised training program or institution within the last five years will also be considered. The training program or institution must be a recognised institution such as a college, university or Tafe within Australia. Evidence supplied must be an original or a copy certified by a Justice of the Peace/Commissioner for Declarations. The requirements for RPL relate directly to the need to demonstrate knowledge of child protection within the context of Australian legislation. Should the applicant not meet the requirements, they will be required to undertake Refresher Training as a Lay Worker.

## Procedure

### 1. The applicant is to provide proof of either

- continuous employment in a relevant role for at least two years within the last three years; or
- completion of relevant training from a recognised institution such as a college, university or Tafe, within the last five years.

2. The applicant is to complete and sign the form, identify the criteria for their application, attach supporting evidence and then forward to the Safe Church Assurance and Support Officer for approval.

3. Once the application for RPL is received and processed, the applicant will be advised of the outcome.

4. A copy of the signed form with the outcome of the application along with the evidence of suitability will be provided to the presbytery and a copy provided to the applicant. This record should be retained at the presbytery as proof of training compliance and included in training records or audits.

## Recognition of professional skills

5. The applicant is to provide proof of continuous employment within the last three years in one of the listed roles below:

### 5.1. Proof of teacher registration

- Proof of current Queensland teacher registration continuously held for at least two of the last three years
- Proof of current teacher registration from another Australian state or territory continuously held for at least two of the last three years.



**5.2. Proof of police employment**

Current Queensland police identification or police identification from another Australian state or territory continuously held for at least two of the last three years.

**5.3. Proof of active ministry employment for ecumenical partners**

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.

**5.4. Proof of medical doctor or general practitioner registration**

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.

**6. Proof of continuous employment within the last three years in a professional role directly related to child safety (working with children)**

- 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
- Proof of current childcare identification and relevant qualification from Queensland continuously held for at least two of the last three years
- 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.

## Recognition of prior training

**7. The applicant to provide proof of completion of child safety training from a recognised training program or institution, within the last five years**

- Certificate of completion of a relevant course, obtained from a recognised training program or institution; and
- Transcript of the units covered in the course.

## 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
1.1	12.11.2019	ED Risk and Assurance	01.11.2019	ED Risk and Assurance	Safe Church Assurance and Support Officer
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