

Training Guide and Thirtyone:eight**At-a glance Training Guide**

Role Name	Induction Training	Basic Safeguarding Training	Role-specific Training
Pastoral Friend	✓	✓	X
Elder	✓	✓	X
Role involving contact with children	✓	✓	X
AM Safeguarding Coordinator & Deputy Coordinator	✓	✓	✓
Clerk to Trustees	✓	✓	✓
AM Trustees	✓	✓	✓
DBS Verifier	✓	✓	✓
LM & AM Clerks	✓	Not essential	X
Nominations Committee member	✓	Not essential	X
Staff who frequently interact directly with Quakers or meeting house users	✓	✓	X
Staff who do not frequently interact directly with Quakers or meeting house users	✓	Not essential	X

Thirtyone:eight

Thirtyone:eight is the safeguarding organisation used by Britain Yearly Meeting and others for advice and training on safeguarding children and adults at risk of abuse. West Wiltshire & East Somerset Area Meeting is a member of Thirtyone:eight so has access to discounted training and to the members-only resources on its website <https://thirtyoneeight.org>

To benefit from the training courses and resources, Friends should first join the organisation by going to its website, creating a user profile, and linking it to our Area Meeting:

1. Go to <https://thirtyoneeight.org/register/> and create a new user profile. The Organisation Name is West Wiltshire & East Somerset Area Meeting. Click “Submit” and wait for an email from Thirtyone:eight to activate your profile. (Check its email hasn’t gone into spam if it doesn’t come through within 24 hours.)
2. Contact the AM Safeguarding Coordinator to arrange for your user profile to be linked to our Area Meeting’s membership. You should receive a further email from Thirtyone:eight once it has been linked.

Once your profile has been linked, you will be able to book training courses at the discounted member rate and look at resources in the Knowledge Hub.

Choosing and booking a training course

The basic safeguarding training course is currently called “Gateway to Safeguarding”. Go to <https://thirtyoneeight.org/> and select the Training and events dropdown and click Self-paced Learning. It is an eLearning course and takes approximately one hour.

The role-specific training courses are listed under Training and events and delivered as webinars.

As a member, you will pay a discounted rate when booking a course. You may reclaim the fee from your Local Meeting Treasurer.

After completing a training course

1. You will receive a certificate from Thirtyone:eight.
2. Send a copy of the certificate to the AM Safeguarding Coordinator.
3. Inform your Local Meeting Clerk so that your training can be recorded in a minute.

See SR1d Key Safeguarding Contacts for the AM Safeguarding Coordinator