**Purpose of role:**

Work with the team that looks after children attending Sunday School/Junior Church. Ensure that everyone works in a way that meets and develops the children’s personal, spiritual and social needs, exercising active pastoral concern. Represent the needs and views of vulnerable people to the PCC or, where appropriate, enable them to do this for themselves. Help children on their Christian journey and teach them of God’s great love for every person and to show ways of expressing that love in service to the community. We give high priority to acting in a child friendly way and to creating an environment of mutual respect.

**The Church takes the safety of everyone within the church very seriously and expects that everyone will work within the church safeguarding policy. In particular, the church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately report it.**

Age range of children: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Responsibilities:**

**General**

* Take your own journey with God seriously.
* Take responsibility for your own health and safety.
* Comply with Diocesan safeguarding policy.
* Comply with General Data Protection Regulations.
* Undertake any training as required.

**Specific**

* Pray for your ministry.
* Develop a rota with helpers to cover Sunday School/Junior Church.
* Arrive on duty at the agreed time.
* Inform other members and/or Church Leader as soon as possible if you are not available.
* Meet as a team to prepare the theme and resources for the sessions and enable others to grow into confident leaders.
* Prepare for or assist with the session using the bible verses, theme and resources provided (other appropriate material may also be used).
* Set up for the session and clear up afterwards.
* Supervise children in the building where they meet.
* Comply with the diocesan safeguarding policy and procedures and ensure the team is safely recruited.
* Keep accurate records and registers.
* Maintain a link with parents and carers.
* Supervise all under 11s until collected by a responsible person.
* Treat others with respect and ensure their welfare and safety.
* Help at special events and festivals if required.
* Attend any training as required.
* Be committed to keep confidentiality, never passing on personal information, except to the person to whom you are responsible, unless there are safeguarding issues of concern (e.g. allegations of abuse). Safeguarding issues of concern must always be reported to the Parish Safeguarding lead, the Diocesan Safeguarding Adviser, the Police and/or Social Care services.

**This role requires the volunteer to go through the safer recruitment process and obtain a DBS check**.

**Accountability:**

This role reports to the Vicar/Church Leader and is responsible ultimately to the PCC.

As a volunteer you can expect that we will do our best to ensure that we provide a supportive, inclusive and positive environment that ensures you enjoy your volunteering and that you are treated with respect and courtesy and provided with training.

You are not expected to continue in this role ad infinitum. Please talk to the Vicar/PCC Chair at any point to discuss continuing in this role, or seeking a more suitable alternative for you and your current circumstances.

This role is voluntary.