



# Adsafe Responsible Officer

The **Adsafe Responsible Officer** is usually the local church Pastor, and is responsible for child and vulnerable adult protection in their local Church in collaboration with their local Conference with guidance and support from Adsafes.

The local church **Adsafe Responsible Officer** works together with the local church **Adsafe Compliance Assistant (ACA)** to ensure that those in governance and child-related roles meet the safeguarding requirements.

## Opening hours (Sydney time zone)

**Monday–Thursday** 9:00am – 5:00pm

**Friday** 9:00am – 12:30pm

**Australia** 1800 220 468

**New Zealand** 0800 442 458

**Email** [info@adsafe.org.au](mailto:info@adsafe.org.au)

**Website** [adsafe.org.au](https://adsafe.org.au)

"He has shown you, O man, what is good; and what does the Lord require of you but to act justly, to love mercy, and to walk humbly with your God?" –Micah 6:8



## The role of the Adsafe Responsible Officer is to:

- ✓ Oversee the implementation of the Child and Vulnerable Person Protection Policy and Role Requirements Guidelines in the church.
- ✓ Ensure that the protection of children and vulnerable adults is a standing agenda item at Board and Business Meetings.
- ✓ Notify Adsafes of the details of the ACA and any subsequent changes.
- ✓ Annually assess, in consultation with the local Church Board or its equivalent, which church appointed roles are classified as child related.
- ✓ On advice from the ACA stand down church officers who have not completed safeguarding requirements.
- ✓ Provide the nominating committee report to Adsafes for screening prior to the final vote by the Church.
- ✓ Notify Adsafes of any change of Working With Children status of church officers and seek advice.
- ✓ Receive disclosures of alleged abuse and seek advice from Adsafes.