The Uniting Church in Australia
QUEENSLAND SYNOD

Procedure

Recognition of Prior Learning
C/2.1.6

Purpose

Provides a structure and outlines the criteria required to receive Recognition of Prior Learning (RPL) and comply with the Safe Church Policy. Complements the Safe Church Training Procedure.

Scope

This procedure applies to all workers (paid and volunteer) within the Queensland Synod.

Process

1. Once the application for RPL is received and processed by the Safe Church Assurance and Support Officer, you will be advised of the outcome, usually within 3 business days.

    1.1. A signed copy of the outcome of the application will be provided to you, and a copy also provided to the Presbytery if applicable.

2. Keep a record of your approved RPL and give a copy to the church council or presbytery as proof of training compliance for their records.

3. Note: The *Safe Church Introduction* course is mandatory and RPL is not available.

RPL: Child Protection

4. People whose roles require them to complete annual child protection training or who work directly under child protection legislation, may apply for RPL for the *Safe Church Foundations* course.

Evidence of Prior Training

5. To obtain RPL for the *Safe Church Foundations* course, you must provide proof of completion of child protection training from a recognised training program or institution, **within the last year**

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

Recognition of Professional Skills

6. The applicant must have held **two years** of continuous employment **within the last three years** in one of the listed roles below: (you will be required to attach evidence as proof of qualification or role)

    6.1. Registered Teacher

        6.1.1. Proof of Queensland teacher registration or proof of teacher registration from another Australian state or territory

    6.2. Police Officer

        6.2.1. Queensland police identification or police identification from another Australian state or territory.

    6.3. Childcare/ Educator

        6.3.1. Proof of childcare identification and relevant qualification from Queensland

    6.4. Other Professional roles

        6.4.1. Proof of ministry identification from Queensland or from another Australian state or territory, with evidence of a completed qualification from a recognised institution as supporting evidence.

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6.4.2. Proof of general practitioner or medical doctor registration (e.g. Australian Health Practitioners Association).

6.4.3. Proof of child protection identification from Queensland or from another Australian state or territory

6.4.4. Other - Contact the Safe Church Assurance and Support Officer to discuss suitability for RPL.

RPL: Other Training

7. RPL is available for most Safe Church courses if the training completed is comparable, or similar enough to the content in the Safe Church course.

8. An application for RPL can be made for other Safe Church courses (*except Section 3 above*), using evidence of training completed at another program or institution **within the last year**.

8.1. Provide a Certificate of completion of the training; and transcript of the units or an official summary of the content covered in the training.

8.2. The training institution must be a recognised institution such as a college, university, or Tafe within Australia.

Information and support

Information and support can be obtained from the Safe Church Assurance and Support Officer on 07 3377 9833 or safechurch@ucaqld.com.au

Revisions

Document number		C/2.1.6			
Version	Approval date	Approved by	Effective date	Policy owner	Policy contact
3.0	28.08.2024	General Manager Risk and Safeguarding	28.08.2024	General Manager Risk and Safeguarding	Safe Church Assurance and Support Officer
Next scheduled review		28.08.2027			

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