



Bastion

Empowering churches to steward people and property well

Why CoCWAsafe?

Safety & compliance is important for churches. God cares about people & expects us to look after the people & property He has entrusted to us. But it can be overwhelming. Society's expectations are high - legal regulations are increasing. What does your church need to do?

CoCWAsafe helps your church navigate safety & compliance, step-by-step:

- **Clear guidance** on legal requirements & good practice:
identity & address any gaps
- Simple online forms to **track your progress**:
retain knowledge even with personnel changes
- **Progress reporting** for board/leadership:
follow-up recommendations provided

How Does CoCWAsafe work?

Setup

Complete the Quick Setup form: provide basic property information & relevant church contact details.

We then email the simple Action Area online forms to the relevant church contacts. The primary church contact(s) will be emailed the Form Manager, giving them access to all Action Area forms. No logins are required.

Progress

Addressing safety & compliance takes time. Continuous, gradual progress works best. The responsible people can work through their Action Area form(s) step-by-step at a pace that works for your church. The orange buttons provide helpful guidance on legal requirements & good practice. Progress is captured in the forms, so that everyone knows where they are up to.

The forms save automatically and can be accessed anytime through the most recent CoCWAsafe email. The forms are re-emailed periodically as a reminder (the links are changed for data security). The Action Area forms should be reviewed to ensure your church safety & compliance remains up to date.

Reporting

A CoCWAsafe Update will be emailed to the board/leadership contact(s) periodically, providing an overview of your church's progress in CoCWAsafe. Follow-up recommendations will be provided to help your board/leadership stay on top of safety & compliance.

What does CoCWAsafe cover?

There are 8 Action Areas, each with a set of Core Standards.

BOARD

1. Governance

Enabling good governance & board compliance to help your church fulfill its mission.

Example Core Standard: ACNC records are up to date.

2. Financial Safeguards

Ensuring financial sustainability, good financial decision making, accountability and legal compliance.

Example Core Standard: The board has approved a forward-looking budget for the year/next year.

PEOPLE

3. Child Safety

Having a systematic approach to the safety of children & youth and meeting legal requirements.

Example Core Standard: All staff, senior leaders & volunteers working with children/youth have a valid Working With Children Check (WWCC) card.

4. Staff & Volunteer Safety

Keeping adults safe at church and meeting workplace health & safety requirements.

Example Core Standard: Hazards that could cause harm or ill health have been identified & addressed with staff input.

5. People Practices

Creating a healthy culture & workplace at your church and protecting against discrimination & harassment.

Example Core Standard: All employees have a current employment contract & up to date job description.

PROPERTY

6. Fire Safety

Making church safe in case of fire and meeting fire safety regulations.

Example Core Standard: All Fire Equipment has been maintained by a qualified professional.

7. Property Maintenance

Looking after your property and addressing issues when they are smaller.

Example Core Standard: Gutters, downpipes & drainage points are clear & in good repair.

8. Physical Hazards

Identifying & addressing physical hazards to make your church property safer.

Example Core Standard: Trip & fall hazards inside & outside church buildings have been identified & addressed.