



## Safeguarding Coordinator\* Appointment

As Head of \_\_\_\_\_  
(Congregation / School or Organization)

I have appointed \_\_\_\_\_  
(Name & Email)

to serve as our organization's **Safeguarding Coordinator**.

I understand that this person will:

- \_\_\_\_\_ be well versed in Safeguarding policies and assist us in compliance
- \_\_\_\_\_ ensure our organization has an SRA(s) and sufficient Trainers
- \_\_\_\_\_ ensure our organization maintains appropriate SGC & SGP certifications
- \_\_\_\_\_ remain apprised of revisions in Safeguarding policies and procedures

This person is aware that they are required as Safeguarding Coordinator to be certified in SGC, SGP-E and SGP-H (if they are an employee). I believe this person to be well suited to this job.

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Signature

\*Safeguarding Coordinator may also serve as SRA and/or Trainer in certain situations.