ARMIDALE DISTRICT BAPTIST CHURCH
Sharing Christ's Love in Community

Review and Accountability

Adopted: 12 July 2026

The Scope of Review

There are three aspects to review.

1. Staff and Volunteers can undergo review;
2. The processes of the church and the Safe Church Manual will be reviewed; and
3. Also, as a healthy Church we recognise the importance of external accountability.

1. Internal Review

a. The Safe Church Manual and related documentation will be reviewed annually by the Safe Church Team or an appointed representative.

b. Paid Pastoral Staff will participate in pastoral or professional supervision in addition to other review processes.

c. Staff will participate in a formal review process each year. This process should:
   - review the position description and make any necessary amendments;
   - provide an opportunity for mutual feedback and encouragement; and
   - identify opportunities for training and development in the following twelve months.

d. Volunteer positions will be reviewed annually to identify areas for support or development and to amend role descriptions where appropriate. This should provide an opportunity for mutual feedback and encouragement.

2. External Review

External Accountability: The Church will seek advice from and communicate with the Baptist Churches of NSW & ACT Ministry Standards Manager in relation to any Reportable Conduct, Child Protection Concerns and/or Complaints against Accredited or Recognised Ministers in accordance the Safe Church Manual *3.8 Procedure for Handling Complaints against Staff and Volunteers* and the *3.9 Procedure for Responding to Child Protection Concerns*.

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