

St Luke's Training Policy

For St Luke's Church, 46 Cell Barnes Lane, St Albans AL1 5QJ

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Approved by: Standing Committee

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Last reviewed by: Mark Slater/Standing Committee

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Reviewed by: Chris Swain/Standing Committee

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Signed:

Role:

Date:

Introduction

St Luke's PCC wants to support training where it will enrich the family of St Luke's. This policy sets guidelines to encourage training and make funding available for such training.

Note – this policy does not cover required training, eg safeguarding, food safety.

Encouraging Training

Any member in a position of responsibility at St Luke's (for example lay leaders of worship, home group leaders and CYP leaders) should be encouraged to undergo appropriate training both before and during any term of service. Where suitable training is not provided by the diocese, other providers may be considered.

Guidelines for Funding

The scope of this policy covers training that will enrich the family of St. Luke's.

- The PCC will normally expect the individual(s) receiving the training to contribute 1/3 of the training cost, on the basis that the training will be of personal benefit to the individual;
- If possible, a further 1/3 will be recovered from the Diocese, otherwise this will be borne by the PCC. Sensitivities need to be applied to these guidelines with regards the individual(s)' ability to pay;
- In cases where the PCC feel the training would be of a significant benefit and wish to promote the concept, the PCC may decide to fund all the training costs.

Process

Where a training need is identified and formal support is required or funding support is requested, the Vicar and Churchwardens should together assess the case and agree for such training to go ahead.

The cost of any training will be approved according to the PCC Expenditure policy.