

**INSTRUCTIONS FOR THE ONLINE**

**SAFEGUARDING TRAINING**

**For Congregations (i.e. Vestry, Admins, Wardens, etc.)**

Welcome to Praesidium Academy. Below are the instructions for enrolling in Praesidium Academy to access the modules for the Safeguarding God’s Children Boundary Training. If you have any technical difficulties, please email the Praesidium Support Team at support@praesidiuminc.com or call 817-801-7773.

1. Go to <https://www.praesidiumacademy.com/redeem>
2. Add your contact information and create a password
3. Be sure to save your login and password for future reference
4. Enter the appropriate registration code for your organization (below).
5. Click **Validate** to confirm the registration code.
6. Click the checkbox to agree to the Terms and Conditions.
7. Click **Redeem.**
8. Answer the **Registration Questions** about your status and role within the organization.
9. Click **Save & Continue.**
10. To begin taking training immediately, scroll down and click a course to start the content.
11. You can save your work and return later using your user login and password.

The following modules are required. Once all modules are completed, a certificate of completion needs to be forwarded to arogers@episcopal-ut.org. To print or send, click on your name found in the upper right-hand corner. A dropdown box will appear, please click “transcript.” From there, you can print or export your completed certificate.

**Required Modules to take:**

Duty to Report

Keeping Your Church Safe

Policies: TEC Model Policy for the Protection of Children and Youth

Policies: TEC Model Policy for the Protection of Vulnerable Adults

Safe Church, Safe Communities: Abuse and Neglect

Safe Church, Safe Communities: Healthy Boundaries

Safe Church, Safe Communities: Introduction & Theological Background

Safe Church, Safe Communities: Organizational Rules and Policies

Safe Church, Safe Communities: Power and Relationships

Safeguarding God’s People: Preventing Sexual Harassment for Workers

Social Media Safety

**REGISTRATION CODES**

**All Saints reg-episdioutah-801-saintschurch**

**Ascension St. Matthews reg-episdioutah-801-ascensionstmatthew**

**Cathedral Church of St. Mark reg-episdioutah-801-stmark**

**Church of the Good Shepherd reg-episdioutah-801-goodshepherd**

**Church of the Holy Spirit reg-episdioutah-801-holyspirit**

**Church of the Resurrection reg-episdioutah-801-resurrection**

**Grace Church reg-episdioutah-435-gracechurch**

**Spirit of the Desert reg-episdioutah-801-spiritofthedesert**

**St. David’s reg-episdioutah-801-stdavids**

**St. Elizabeth’s reg-episdioutah-435-stelizabeth**

**St. Francis reg-episdioutah-801-stfrancis**

**St. James’ reg-episdioutah-801-stjames**

**St. John’s reg-episdioutah-435-stjohn**

**St. Jude’s reg-episdioutah-801-stjude**

**St. Luke’s reg-episdioutah-801-stlukes**

**St. Mary’s reg-episdioutah-801-stmary**

**St. Michael’s reg-episdioutah-801-stmichaels**

**St. Paul’s (SLC) reg-episdioutah-801-stpaulslc**

**St. Paul’s (Vernal) reg-episdioutah-801-stpaulvernal**

**St. Peter’s reg-episdioutah-801-stpeters**

**St. Stephen’s/San Esteban reg-episdioutah-801-ststephens**

If you have any questions, please feel free to contact me at 801-322-4131 ext. 370 or arogers@episcopal-ut.org.

Thank you for doing your part to make the church a safe place for all.