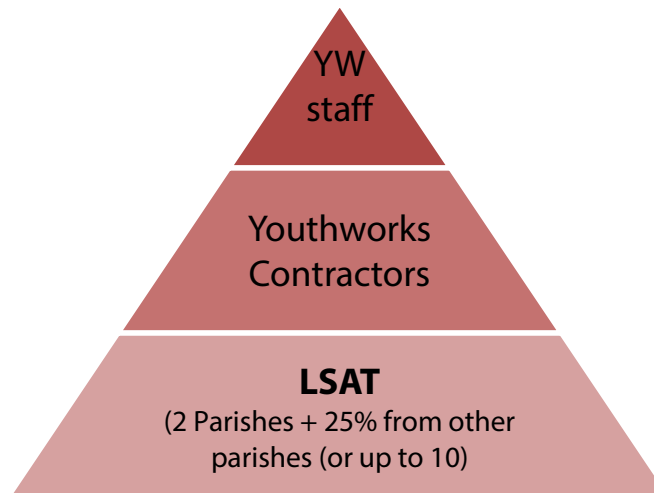


## Local SRE Accreditation Trainer (LSAT) Policy



### Policy

1. An LSAT can be registered to run training for one authorising parish and a second endorsing parish. The two registered parishes will be identified on the LSAT Application and have the support of both parish rectors.
2. An LSAT has the option to invite a limited number of participants from other churches with whom they are not registered. The number of participants at a training event from other churches is limited to **25%** of the number of participants from the registered church/es, or a maximum of 10 additional participants for smaller training events. The LSAT can choose the greater of the two participant numbers.

For Example;

- If 3 people attend from the registered church/es, then *up to* 10 additional participants from other churches can attend.
  - If 60 people attend from the registered church/es, then *up to* 15 additional participants from other churches can attend.
3. An LSAT is required to have completed all accreditation training requirements before attending the LSAT course.
  4. A new LSAT will be observed delivering the training by a Youthworks Contractor.
  5. An LSAT is required to attend update training and be observed every 3 years.
  6. A Rector can withdraw their authorisation or endorsement of an LSAT at any time.
  7. An LSAT always maintains the right to refuse a request to run training or limit the number of outside participants attending the training.

8. Invitations to other parishes to attend a training run by an LSAT should be directed to the Rector of the other parishes or his delegated authority. Invitations should not be sent to potential participants directly.
9. The Rector maintains the right to withhold permission for a member of their church to attend training run by an LSAT authorised by another parish.
10. An LSAT is not authorised to run training for extra parochial organisations.
11. Youthworks will continue to run regional SRE Accreditation Training throughout the year subject to demand and financial viability.

## Complaint Process

1. Complaints from an LSAT regarding the conduct of a participant should first be directed to their authorising Rector. If the participant was from another parish the Rector authorising the LSAT should contact the Rector from the participant's parish to resolve the complaint and agree on any action required.
2. Complaints from a participant regarding the quality of the training should be submitted in writing to Youthworks at [sreoffice@youthworks.net](mailto:sreoffice@youthworks.net)
3. Complaints regarding the content of the SRE Accreditation Training modules should be submitted in writing to Youthworks. [sreoffice@youthworks.net](mailto:sreoffice@youthworks.net)
4. Complaints from an LSAT regarding the conduct of their Rector need to be submitted in writing to Youthworks. The complaint will be forwarded to the Regional Bishop who will liaise with the Rector and the LSAT to resolve the complaint and agree on any action required in response. Youthworks is available if further support is required. [sreoffice@youthworks.net](mailto:sreoffice@youthworks.net)

## Fees

The LSAT program is subsidised by fees from participants attending regional training run by Youthworks.

### **LSAT Course**                      **\$300**

Every trainer must attend the LSAT course and be observed delivering one SRE Accreditation module. As part of the observation they will receive verbal and written feedback and, subject to a satisfactory delivery of the training, will be authorised as a trainer. The trainer will also have access to support and advice from Youthworks.

### **LSAT Update Course**                      **\$200**

Every LSAT must update their training every 3 years. This provides an opportunity to discuss their experience as a trainer, provide feedback to Youthworks and receive any updates to the material and legislation. A selection of updating trainers will be observed and given feedback.