



Rail Pastors Setting Up Guidelines

KEY STAGES IN THE PROCESS

This is the process for setting up Rail Pastors Initiative in your area. Please note it is important you are in communication with Ascension Trust at each stage of this process.

In consideration of forming a 'Rail Pastor Team' in your Area(s), the following is the model to follow. There should be a minimum of 12 Street Pastors wanting to make a Rail Pastor Team and may be from several Street Pastor groups in the area. The support of at least one local Management Team is required to form a RP Team [they will take responsibility for management of the Team]. There needs to be a Street Pastor who takes a local lead (ideally a Coordinator). They become the Rail Pastor Coordinator for that area, with the agreement of their Management Group.

Stage 1: Consultation with Ascension Trust

This is the stage at which an individual, a group of Street Pastor areas or Coordinator can contact Ascension Trust to request information about setting up Rail Pastors. This can be done via telephone on 020 8330 2809 or by email on railpastors@ascensiontrust.org.uk.

Stage 2

The local Street Pastor Management Team appoints a contact person who would be responsible for local liaison and organisation. The local 'contact person' liaises with and organises for local identified stakeholders [British Transport Police/BTP, Rail company] to meet with the national Rail Pastor Coordinator or Ascension Trust Representative [ATR]; to be given an overview of the initiative and how it could meet needs locally.

Stage 3: Visit by National Response Pastor Coordinator or ATR

The visit by AT to formally meet with stakeholders in order to share first-hand the vision, ethos, costs, training needs, history and the impact of the Rail Pastors initiative, and to answer any questions. Stakeholders include representatives from Street Pastor Management Team, BTP, Rail companies, Samaritans and other appropriate organisational representatives with interest in vulnerable individuals on railway stations. This meeting is a very significant one, and is designed to allay any fears or apprehensions that interested parties may have. We would ask that the cost of the day (£250) and reasonable travel expenses are covered.

Stage 4: Memorandum of Understanding

Local Street Pastors Management Team and partners formally agree to form a Response Pastor Team and sign the '*Partnership Management Process*'.

Stage 5: Applications

Rail Pastor application forms are completed with individuals meeting the following criteria:

- Active Street pastor
- Street Pastor Training up to date
- Have a church ministers reference
- DBS within last three years
- Have a street pastor ID Card
- Endorsed by local coordinator

Stage 6: Training

Applicants attend one-day Rail Pastor initial training (normally Saturday).

Local groups may charge individual delegates to offset costs, however funding has been readily available by 'Partner Organisations' to date that, in many cases, has included first year costs of uniforms.

Stage 7: Uniform

Once all checks, references and training have taken place, Rail Pastor uniform is available from Ascension Trust/ACOM, ordered by the Coordinator through the portal. It should be worn whilst on duty.

Stage 8: Commissioning and Deployment

- a. When deployment of Rail Pastors is being considered, liaison with station staff, BTP and CCTV is required as instructed. This must be adhered to and at no time should Rail Pastors deploy other than AFTER liaison with partner agencies.
- b. Development/Refresher training for Rail Pastors will be identified and agreed with Ascension Trust. Training may take place locally arranged by BTP or Local Coordinator in consultation with Ascension Trust.

Rail Pastors Flow Chart – Street Pastor Area Application

