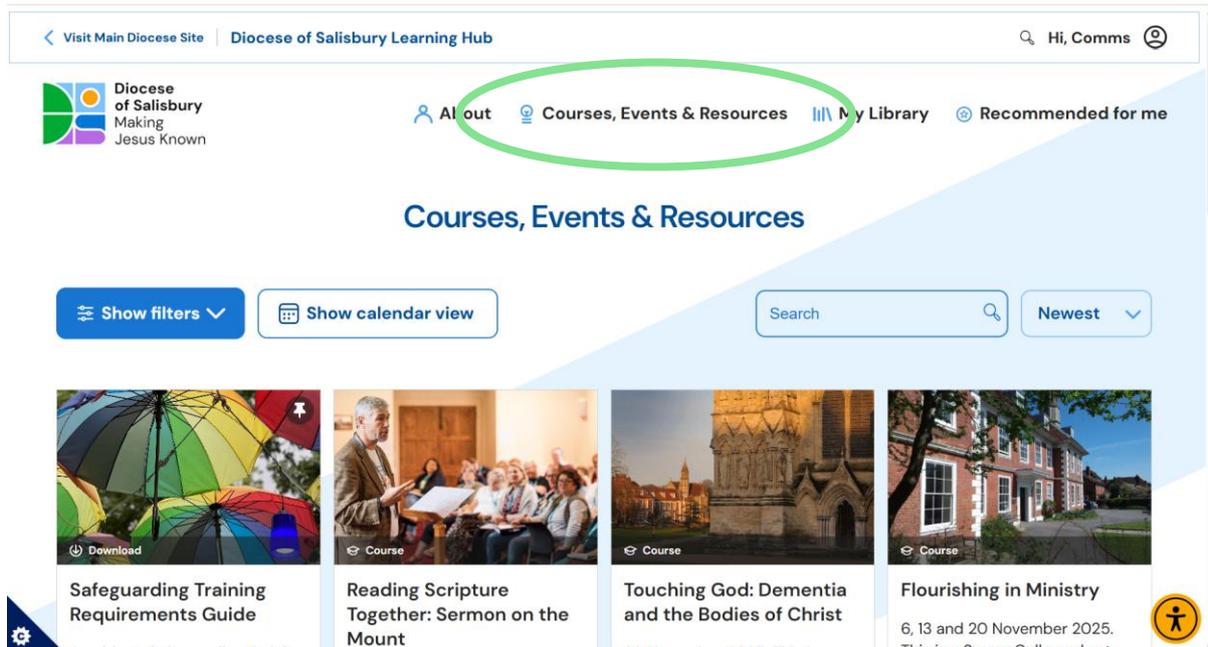


How to book onto a course/event on Diocese of Salisbury Learning Hub

1. You can find courses/events in the Courses, Events & Resources page. More information on filtering can be found here: [About - Diocese of Salisbury Learning Hub](#)



The screenshot shows the Diocese of Salisbury Learning Hub homepage. The navigation menu at the top includes 'About', 'Courses, Events & Resources', 'My Library', and 'Recommended for me'. The 'Courses, Events & Resources' link is circled in green. Below the navigation, the page title 'Courses, Events & Resources' is displayed. There are buttons for 'Show filters', 'Show calendar view', a search bar, and a 'Newest' dropdown. A grid of course cards is visible, including 'Safeguarding Training Requirements Guide', 'Reading Scripture Together: Sermon on the Mount', 'Touching God: Dementia and the Bodies of Christ', and 'Flourishing in Ministry'.

2. Click on the course/event to read more information and to book. All courses/events will look similar to this. Use the scroll bar to scroll down the page.

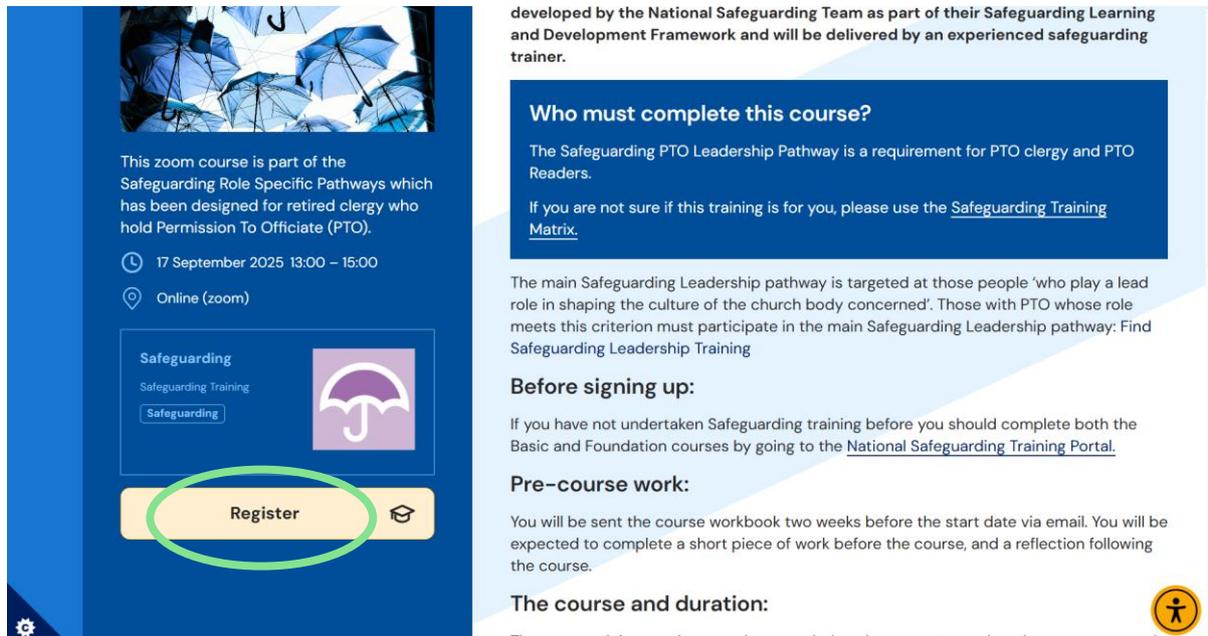


The screenshot shows the course page for 'Safeguarding PTO Leadership Pathway 17th September 2025'. The page features a blue header with the course title and a 'Bookmark this' button. Below the title is a description: 'This zoom course is part of the Role Specific Pathways which has been designed for retired clergy who hold Permission To Officiate (PTO). This course has been developed by the National Safeguarding Team as part of their Safeguarding Learning and Development Framework and will be delivered by an experienced safeguarding trainer.' A section titled 'Who must complete this course?' states: 'The Safeguarding PTO Leadership Pathway is a requirement for PTO clergy and PTO Readers. If you are not sure if this training is for you, please use the [Safeguarding Training Matrix](#).' The course details include the date '17 September 2025 13:00 - 15:00' and the format 'Online (zoom)'. The scroll bar on the right side of the page is circled in green.

For queries, email: parishsupport@salisbury.anglican.org or call 01722 411922

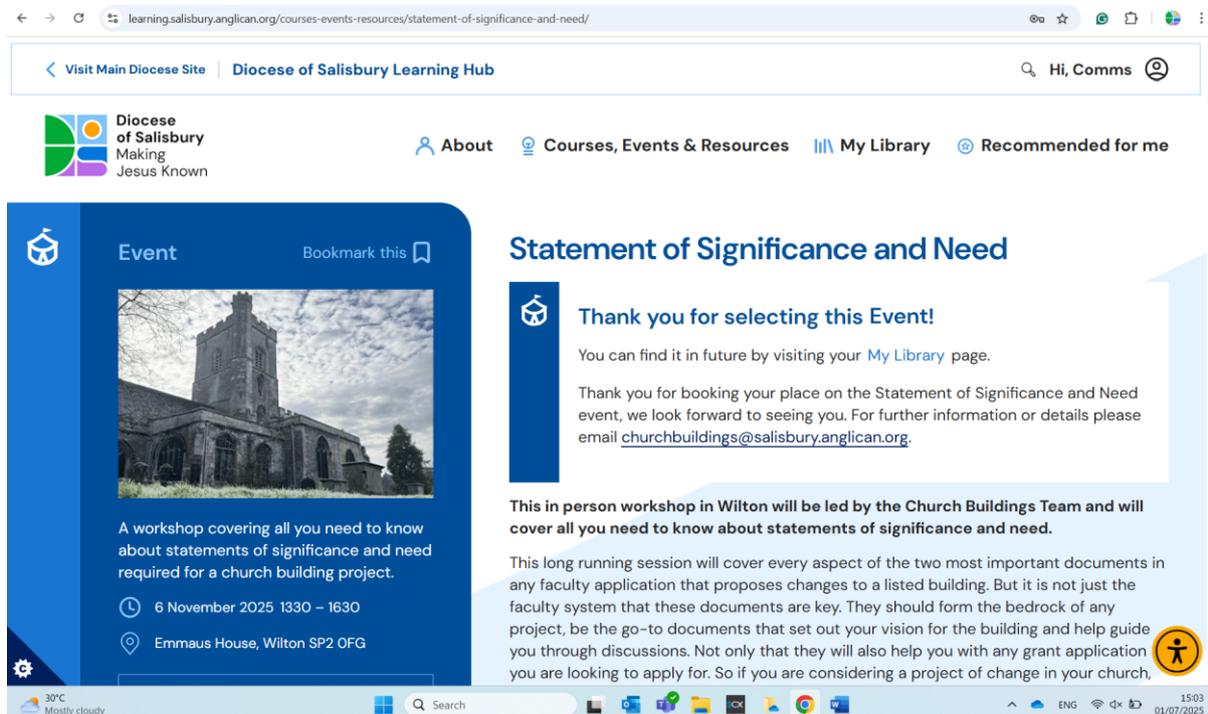
How to book onto a course/event on Diocese of Salisbury Learning Hub

3. Click on the golden yellow register button, it will go light yellow as shown below when clicked upon.



The screenshot shows a course registration page for 'Safeguarding Training'. The course is a zoom course part of the Safeguarding Role Specific Pathways, designed for retired clergy with Permission To Officiate (PTO). It is scheduled for 17 September 2025 from 13:00 to 15:00. The course is online via Zoom. A 'Register' button is highlighted with a green circle. To the right, there is a section titled 'Who must complete this course?' which states that the Safeguarding PTO Leadership Pathway is a requirement for PTO clergy and PTO Readers. It also provides a link to the 'Safeguarding Training Matrix'. Below this, there is a section titled 'Before signing up:' which advises that if you have not undertaken Safeguarding training before, you should complete both the Basic and Foundation courses by going to the 'National Safeguarding Training Portal'. A 'Pre-course work:' section mentions that you will be sent a course workbook two weeks before the start date via email. The 'The course and duration:' section is partially visible at the bottom.

4. If there is no cost or further information required, your booking will be confirmed immediately, and you will be presented with a similar screen to below.

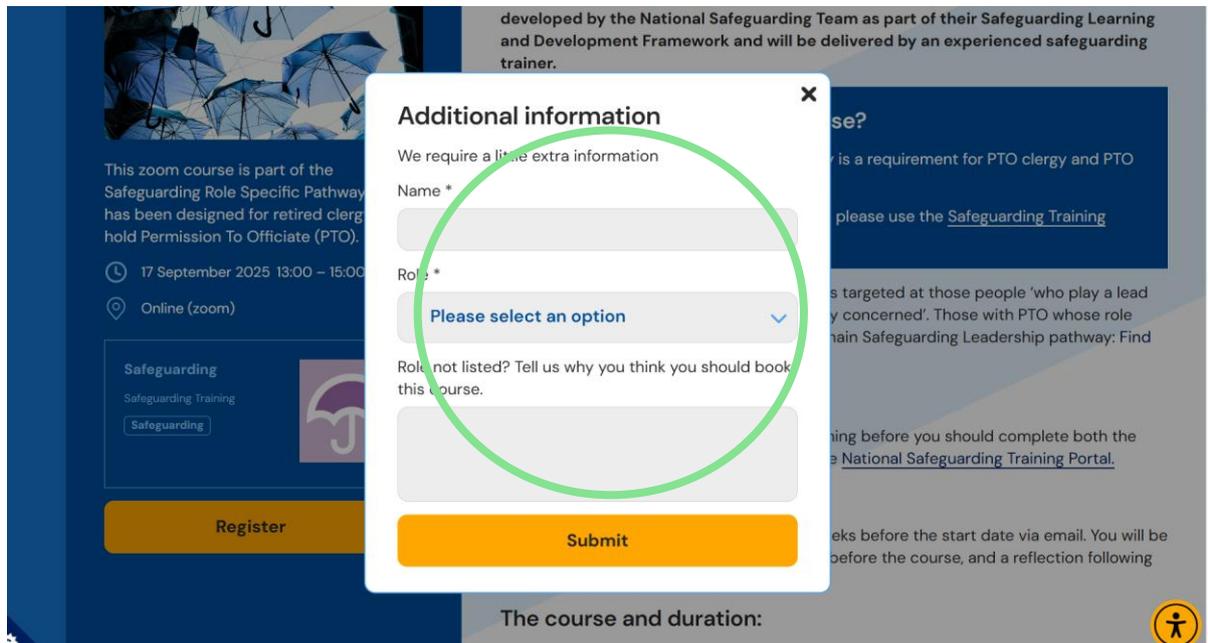


The screenshot shows a confirmation page for an event titled 'Statement of Significance and Need'. The event is a workshop covering all you need to know about statements of significance and need required for a church building project. It is scheduled for 6 November 2025 from 1330 to 1630 at Emmaus House, Wilton SP2 OFG. The page includes a 'Thank you for selecting this Event!' message and a link to the 'My Library' page. It also provides contact information for the Church Buildings Team: email churchbuildings@salisbury.anglican.org. The page is part of the Diocese of Salisbury Learning Hub website, which includes navigation links for 'About', 'Courses, Events & Resources', 'My Library', and 'Recommended for me'. The Diocese of Salisbury logo is also visible.

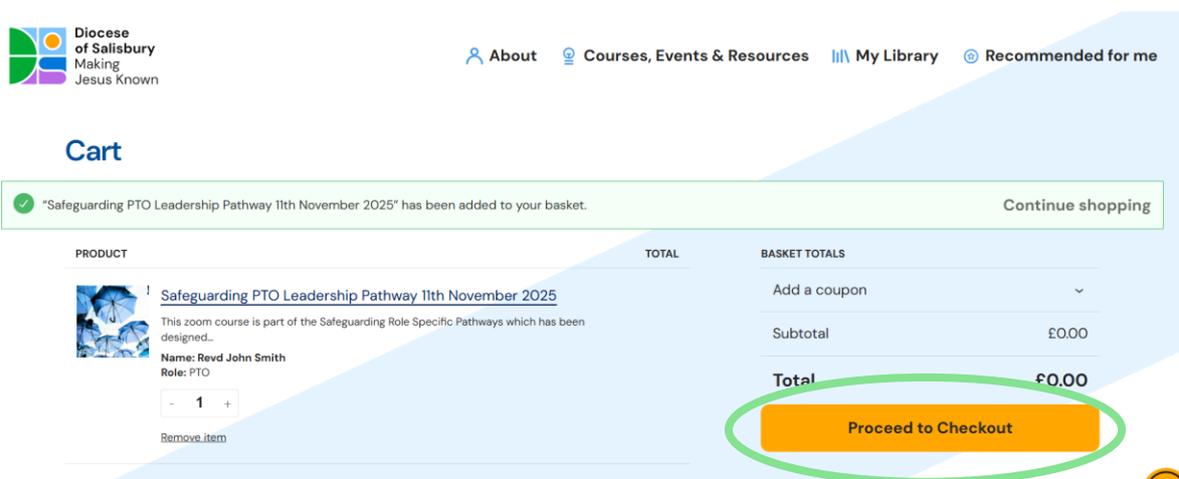
For queries, email: parishsupport@salisbury.anglican.org or call 01722 411922

How to book onto a course/event on Diocese of Salisbury Learning Hub

- For some courses, you may be asked for additional information. If so, fill in the boxes below by clicking on them.

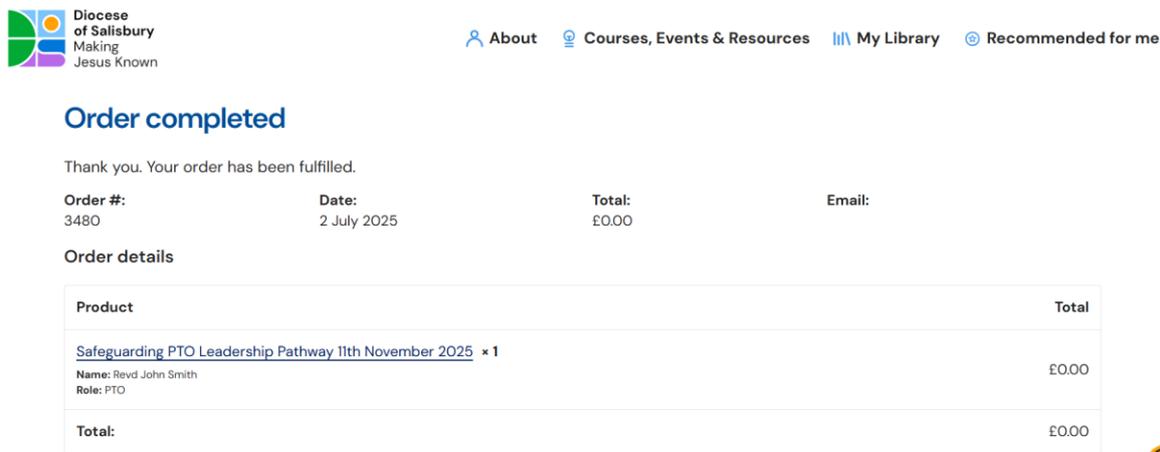


- For these courses, and for courses which include a cost, you will go through a checkout process. Make sure you click “Proceed to checkout” and complete all the steps.



How to book onto a course/event on Diocese of Salisbury Learning Hub

7. Your booking is confirmed once you have placed your order and you see a screen similar to below saying “Order completed”.



The screenshot shows the Diocese of Salisbury Learning Hub interface. At the top left is the Diocese of Salisbury logo with the text 'Making Jesus Known'. To the right are navigation links: 'About', 'Courses, Events & Resources', 'My Library', and 'Recommended for me'. The main heading is 'Order completed'. Below it, a message says 'Thank you. Your order has been fulfilled.' A summary table shows: Order #: 3480, Date: 2 July 2025, Total: £0.00, and Email: (blank). Under 'Order details', a table lists the product: 'Safeguarding PTO Leadership Pathway 11th November 2025 x 1' with a name 'Rev. John Smith' and role 'PTO', priced at £0.00. A final 'Total:' row also shows £0.00. A small smiley face emoji is visible on the right side of the screenshot.

8. You will receive an email which looks like this. If a course/event is free it will appear as £0.00 in your confirmation email, if there is a cost, it will be listed.

Your Diocese of Salisbury Learning Hub order is now complete



Thank you for booking with us

Hi Comms,
We have finished processing your order.

Thank you for booking your place on the Statement of Significance and Need event, we look forward to seeing you. For further information or details please email churchbuildings@salisbury.anglican.org.

[Order #3465] (1 July 2025)

Product	Quantity	Price
Statement of Significance and Need	1	£0.00
Subtotal:		£0.00
Total:		£0.00

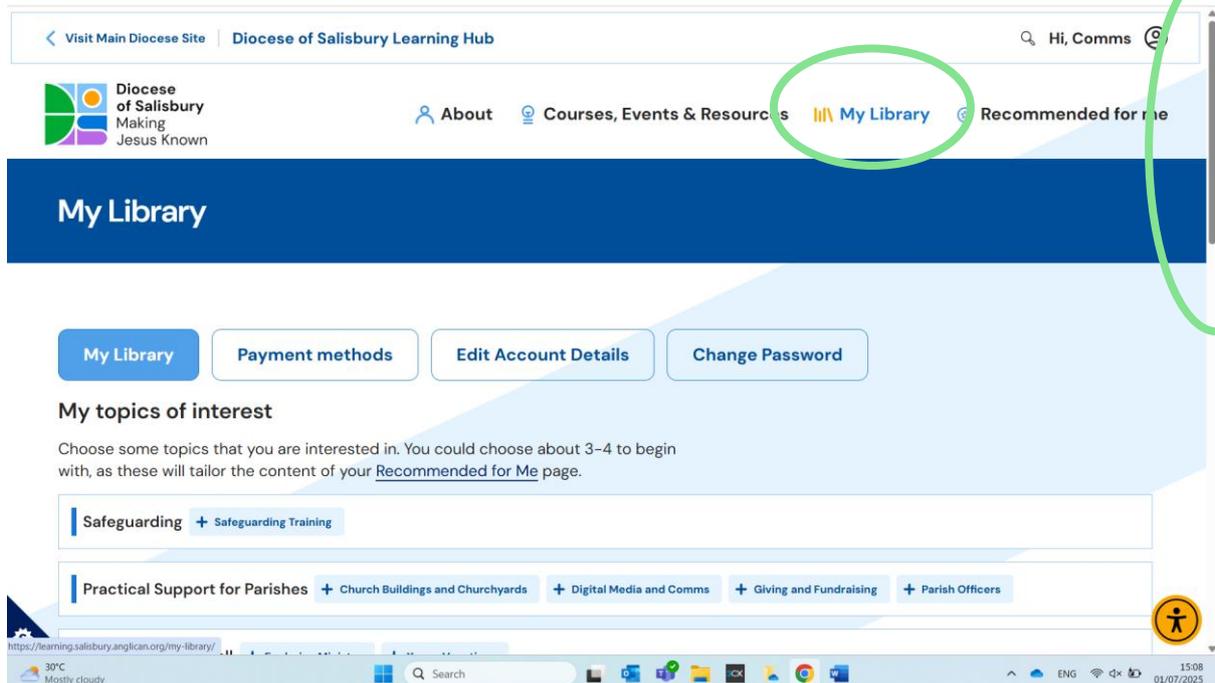
You have now booked onto the course/event.

Once a course/event is booked onto you can access it from below.

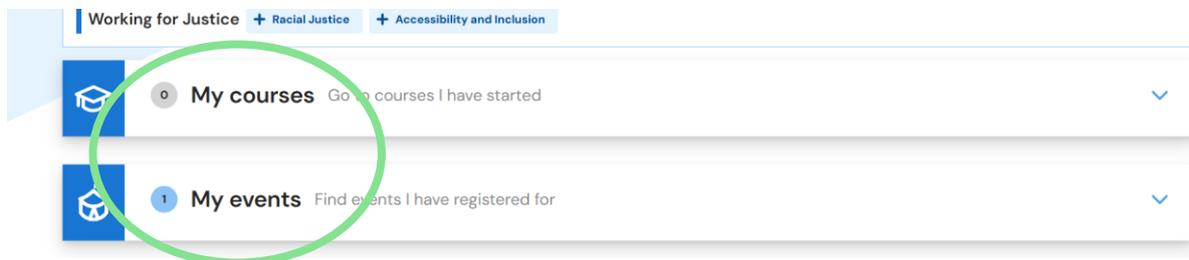
For queries, email: parishsupport@salisbury.anglican.org or call 01722 411922

How to book onto a course/event on Diocese of Salisbury Learning Hub

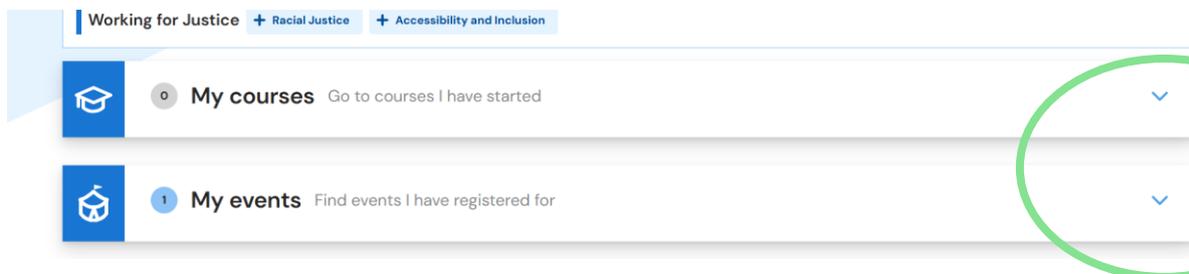
9. You can access all events/courses you have booked on by clicking on 'My library' and scrolling down.



10. Click on the title or small blue arrow on My courses or My events to find the courses you've booked on for. As you can see, 'My events' has a number 1 in blue, this means you are booked onto one event.



11. To cancel your place at an course/event, find it under My courses/events, by clicking on the blue arrow.



How to book onto a course/event on Diocese of Salisbury Learning Hub

12. Click on the photo/title of your course/event.

The screenshot shows the 'My events' section of the Learning Hub. The 'My events' tab is selected, and a list of events is displayed. The first event, 'Statement of Significance and Need', is highlighted with a green circle. The event card includes a photo of a church, the title, the date and time (6 November 2025 1330 – 1630), and the category 'Church Buildings and Churchyard'. Below the event card, there is a 'My Compulsory Training' section.

13. This page will appear, scroll down.

The screenshot shows the event page for 'Statement of Significance and Need'. The page header includes the Diocese of Salisbury logo and navigation links. The event card on the left provides details about the workshop, including the date, time, and location. The main content area on the right contains a 'Thank you for selecting this Event!' message and a detailed description of the workshop. A green circle highlights the vertical scrollbar on the right side of the page, indicating that the user should scroll down to view more content.

How to book onto a course/event on Diocese of Salisbury Learning Hub

14. Click on 'cancel item', listed under the yellow icon.

event, we look forward to seeing you. For further information or details please email churchbuildings@salisbury.anglican.org.

This in person workshop in Wilton will be led by the Church Buildings Team and will cover all you need to know about statements of significance and need.

This long running session will cover every aspect of the two most important documents in any faculty application that proposes changes to a listed building. But it is not just the faculty system that these documents are key. They should form the bedrock of any project, be the go-to documents that set out your vision for the building and help guide you through discussions. Not only that they will also help you with any grant application you are looking to apply for. So if you are considering a project of change in your church, already started a project but are unsure what to put in these documents, come along and delve headfirst into all things statement of significance and need.

Who is this event suitable for?

This session is open to anyone involved with faculty applications.

When and where:

The session will be hosted at at Emmaus House, Wilton SP2 OFG on Thursday 6th November 2025, from 1.30pm – 4.30pm.

How to book?

When logged in, click the bright yellow 'Register' button on the left hand side and you will be taken to the booking page.

15. If you want to, give the reason why. Then click submit.

Confirm unable to attend Statement of Significance and Need

Please feel free to leave a comment

Submit

How to book onto a course/event on Diocese of Salisbury Learning Hub

Additional features of my library.

In 'My library' you can also select topics of interest, for future courses, events, training and resources. Click on the blue + to add a topic. The topic will turn dark blue like below when clicked on.

My topics of interest

Choose some topics that you are interested in. You could choose about 3-4 to begin with, as these will tailor the content of your [Recommended for Me](#) page.

The screenshot shows a list of topic tags in a light blue container. The tags are arranged in rows. The first row contains 'Safeguarding' and '+ Safeguarding Training'. The second row contains 'Practical Support for Parishes', 'Church Buildings and Churchyards', '+ Digital Media and Comms' (circled in green), '+ Giving and Fundraising', and '+ Parish Officers'. The third row contains 'Exploring God's Call', '+ Exploring Ministry', and '+ Young Vocations'. The fourth row contains 'Climate Action', '+ Care for Creation', and '+ Net Zero'. The fifth row contains 'Children, Young People, & Families' and '+ Growing Younger'. The sixth row contains 'Deepening Faith', '+ Developing Leadership', '+ Theology and Understanding the Bible', and '+ Wellbeing and Spiritual Growth'. The seventh row contains 'Working for Justice', '+ Racial Justice', and '+ Accessibility and inclusion'.

In 'My library' you will also see your compulsory training, resources and bookmarks.

The screenshot shows a web browser window with the URL 'learning.salisbury.anglican.org/my-library/'. The page displays a list of navigation options, each with an icon and a dropdown arrow:

- My courses** (graduation cap icon): Go to courses I have started
- My events** (calendar icon): Find events I have registered for
- My Compulsory Training** (gears icon): Go to my compulsory training
- My groups** (two people icon): Go to groups I have joined
- My resources** (document icon): Videos, links, podcasts, blogs and downloads I have added
- My bookmarks** (bookmark icon): Click on a bookmark to remove