

ALL SAINTS' CHURCH BAKEWELL WITH ST ANNE'S OVER HADDON
DIOCESE OF DERBY

SAFEGUARDING POLICY FOR CHILDREN AND VULNERABLE ADULTS

1. POLICY STATEMENTS

1.1 The Parochial Church Council (PCC) will take all reasonable care to try to ensure the safety of children and vulnerable adults for whom it has responsibility. The PCC will strive to set positive examples of behaviour for all to follow, as well as promote and prioritise safety. The PCC requires church members, friends, visitors and contractors to help create an atmosphere that is welcoming, supportive and safe for all children and adults.

1.2 The PCC will not tolerate any form of abuse. It will take precautions to try to prevent abuse in church-related activities and in any outside contact between church members and children/vulnerable adults. The PCC will try to help leaders recognise signs of possible abuse, and will advise on action to be taken if there is a concern that abuse may have occurred.

1.3 Any allegation of abuse will be taken seriously and the church will respond urgently to any concern raised. The PCC will co-operate sensitively with an investigation by a relevant agency to establish the truth in any allegation that is made. It will offer informed pastoral support to anyone shown to have been abused – or falsely accused of abuse. The PCC acknowledges a need to protect children and vulnerable adults from abuse, and to protect others from unfounded accusations.

2. DEFINITIONS

2.1 Safeguarding: action to protect the welfare, health, development and basic rights of individuals, so they can live free from harm, abuse and neglect, with the opportunity to achieve their potential.

2.2 Children: All who are under 18 years of age.

2.3 Vulnerable adults: Adults aged 18+ have the potential to be temporarily or permanently vulnerable through a learning, physical or mental disability, addiction(s), being in care or lonely, being unable to self-protect against harm or exploitation, or through redundancy, bereavement, divorce, for example. An adult may cease to be vulnerable as circumstances change.

2.4 Abuse: a single or repeated action, which causes harm or distress

a) Physical: hitting, shaking, holding/restraining, burning/scalding, suffocating, causing ill-health

b) Emotional: verbal attacks, continual criticising, taunting, shouting, threatening or rejecting behaviour, creating danger, fear or panic – including by telephone, email, social media and internet

c) Sexual: enticing or forcing a person into sexual activities, when consent or understanding is not clear

d) Discrimination: action based on ability/disability, age, beliefs, gender, ethnicity, or lifestyle

e) Financial: deception, fraud or theft when a person may not realise he or she is being exploited

f) Neglect: failure to prevent harm or provide for basic physical needs

3. IMPLEMENTATION - ADMINISTRATION

3.1 The PCC must appoint a Safeguarding Co-ordinator who should have, or obtain, clearance and then:

(a) advise PCC on relevant information provided by the diocese and by the Disclosure and Barring Service

(b) arrange applications for clearance for church members responsible for children and vulnerable adults

(c) be the first point of contact in the event of any concerns arising

(d) attend relevant training sessions

(e) provide reports as requested by the PCC

3.2 The chair, churchwardens and secretary of the PCC must ensure that all PCC members, and all who have regular responsibility for children and vulnerable adults on behalf of the church, are made aware of this policy and receive an individual copy of it. All who are responsible for activities involving children or vulnerable adults are in "a position of trust" and abuse of this is a criminal offence. A copy of this policy must be displayed in each church, and on the church website.

3.3 The PCC must sanction all groups that will be active within the church, be responsible for the training and induction of group leaders and helpers, and ensure that the Safeguarding Co-ordinator is informed of clearances required. No appointment can be confirmed before clearance is received and no leader or assistant may work unsupervised until clearance is received.

3.4 The PCC must receive a copy of the safeguarding policy of any group wishing to hire any part of the church.

3.5 The Diocese requires that the PCC

- (a) displays copies of the Diocesan flow chart, showing procedures to follow in the event of any concerns
- (b) follows the guidelines of Diocesan policy on safeguarding
- (c) carries public liability insurance of at least £5M and insures all leaders and staff for personal accident
- (d) supplies a copy of this policy to the diocese

4. IMPLEMENTATION - PREVENTATIVE ACTION

The following are offered as *guidelines* to minimise the chance that actions meant in a supportive way are not misunderstood or misinterpreted. It is better to avoid unfounded suspicions or allegations than to try to counter them later. These guidelines refer specifically to church members in the context of children and vulnerable adults involved in church-related activities (that is, not to relationships with family and friends).

4.1 Consider wellbeing and safety in the planning and development all activities.

4.2 Explain the standards of behaviour required and encourage participants to accept responsibility for their own performance, behaviour and safety.

4.3 Work in an area where all activities can be seen by others, whenever possible; leave room doors open.

4.4 Avoid all unnecessary physical contact - like hugging, holding, touching, kissing, and picking up. If physical contact is necessary keep it formal, and touch only hands or arms. Have a witness for any first aid given.

4.5 Avoid being alone with a child or vulnerable adult whenever possible. If this is unavoidable make another adult or a family member aware of the situation e.g. a car journey, taking to the toilet.

4.6 Avoid personal relationships with a child or vulnerable adult.

4.7 Avoid appearing to show favouritism towards particular individuals.

4.8 Avoid any suggestive or inappropriate remarks, even if intended as a joke – misinterpretation is so easy. This applies to electronic communication as well as the spoken word.

4.9 Do not take children or vulnerable adults to your home.

4.10 Do not take photos/videos without parental consent and the subject being appropriately dressed.

4.11 Maintain confidentiality about sensitive information

4.12 Report any incidents that might involve (alleged) abuse – see diocesan flow chart – and keep a written record of facts (not opinions) you report, to whom made, and when.

5. IMPLEMENTATION - RECOGNISING POSSIBLE SIGNS OF ABUSE

5.1 An individual may disclose information or it may be given by a third party.

5.2 Physical injuries may be visible e.g. bruises, burns, falls, limping.

5.3 Significant *changes* in behaviour may be apparent e.g. avoids contact/becomes withdrawn, (or very aggressive), unusual appearance or lack of personal care, weight change, inappropriate clothing, tearfulness, lack of money.

6. IMPLEMENTATION - HOW TO RESPOND IF CONCERNED

6.1 Inform the Vicar or Safeguarding Co-ordinator. For an emergency situation you can contact Police or Social Services. See Diocesan flow chart in church for further information.

6.2 You are advised to refer any concern - BUT IF A CHILD OR ADULT STARTS TALKING TO YOU ABOUT ABUSE:

- a) stay calm, listen, be sympathetic, take what is said seriously, try not to interrupt (may not talk again), let them recall what is important to them
- b) try to be re-assuring, 'you have been right to talk about this', 'it is not your fault'
- c) DO NOT press for more detail, DO NOT make promises you cannot keep ('it won't happen again'), DO NOT agree to keep secrets ('but I can keep it confidential and tell only those who need to know'), DO NOT be judgemental ('why didn't you run away?'), DO NOT contact any alleged abuser.
- d) record facts given in writing as soon as you can, with details of who you contacted, when and how.

ADOPTED BY PCC on 27 JANUARY 2016
TO BE REVIEWED ANNUALLY

CONFIRMED BY CHAIR OF PCC THE REVD. CANON TONY KAUNHOVEN

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