

Three Valleys Benefice

Benefice Safeguarding Policy

Contents

Safeguarding Principals	Page 2
The Policy	Page 4
Safeguarding Roles	Page 6
The Team Rector, Clergy Team, Benefice Council and PCCs	Page 6
Benefice Safeguarding Officer	Page 7
Parish Safeguarding Officer	Page 8
Churchwarden	Page 9
Flowchart for the Church Noticeboard	Page 10
Notice for the Church Noticeboard	Page 11
Useful Contact Details	Page 12

Safeguarding Principals

We are directed that every organization that works with children should have a clear policy on safeguarding children and a clear referral process for passing on information if anyone is worried about a child. This should include risk assessment for activities and a clear 'duty of care' for staff and volunteers.

For more information and guidance contact Diocese Safeguarding Officer. The policy outlined below should be understood as deriving from the Church of England's 'Promoting a Safer Church' and not competition with or contradiction of it.

Children and Young People. The ideal for all children as stated in many Government documents in the last few years is that all children should:

- * Feel cared for, safe and secure
- * Are healthy, happy and free from poverty
- * Get a good education, allowing them to fulfil their potential and achieve their ambitions
- * Are well prepared for adulthood and the world of work, making a positive contribution

The Children Act 1989 tells us that:

The welfare of the child is paramount.

A child is considered to be anyone up to the age of 18

The local authority has a duty to provide services to children in need. This includes children with disabilities or whose welfare is likely to be impaired without the provision of services. (section 17)

The Local Authority has a duty to investigate allegations of abuse (section 47)

All organisations working with children should work in partnership

Safeguarding children is also enshrined in international legislation.

The UN Convention on The Rights of the Child 1989

The Children Act 2004 instructs that:

- A Children's Commissioner is appointed in England to be a **champion** for the rights of children
- Every Local Authority is to set up a Local Safeguarding Board
- Every Local Authority is to identify one individual to deal with allegations of abuse by staff who care for children. Local Authority Safeguarding Officer (LADO)

Working Together To Safeguard Children 2015

The agreed definition of abuse is:

"Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by others, for example via the internet. They may be abused by an adult or adults or another child or children"

There are four broad categories of abuse:

- Physical
- Sexual

- Neglect
- Emotional
- Other forms of abuse include; spiritual, radicalisation, child sexual exploitation, domestic violence, female genital mutilation

Archbishop Justin Welby said:

“I believe that the safeguarding of children and vulnerable adults should be the highest priority of all parts of the Church, and that any failings in this area must be immediately reported. There are no excuses for shortcomings”.

The Care Act 2014

Other principals;

Safeguarding is;

- How we treat each other
- Enabling all people, especially those who are vulnerable to pursue faith journeys
- Giving people choices, independence, and the opportunity to contribute their gifts
- Keeping safe and protecting from harm all who may be vulnerable
- Taking special care in relationships
- Safeguarding is everyone’s responsibility

Vulnerable adults

Empowerment

People being supported and encouraged to make their own decisions and informed consent.

Prevention

It is better to take action before harm occurs.

Proportionality

The least intrusive response appropriate to the risk presented.

Protection

Support and representation for those in greatest need.

Partnership

Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

Accountability

Accountability and transparency in safeguarding practice

The Policy

The following policy was adopted and agreed at the Parochial Church Council meeting held on

1. We are committed to:
 - The care, nurture of, and respectful pastoral ministry with, all children and all adults.
 - The safeguarding and protection of all children, young people and adults when they are vulnerable.
 - The establishing of safe, caring communities which provide a loving environment where there is a culture of 'informed vigilance' as to the dangers of abuse.
2. We will carefully select and train all those with any responsibility within the Church, in line with safer recruitment principles, including the use of Criminal Records disclosures.
3. We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, co-operating with the police and local authority in any investigation and we will have a clear reporting procedure in place.
4. We will seek to work with anyone who has suffered abuse, developing with him or her an appropriate ministry of informed pastoral care.
5. We will seek to challenge any abuse of power, especially by anyone in a position of trust.
6. We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
7. In all these principles we will follow statute, guidance and recognised good practice.
8. We will advise the Diocesan Safeguarding Adviser if we receive a Disclosure which is 'blemished' or 'positive'.
9. We will review this policy annually and check that our policies are up to date.
10. We will ensure that a copy of this policy will be made easily available for anyone who wishes to see it.

The Parish Safeguarding Officer(s) of _____ is:

Name

Address.....

.....

Telephone

email.....

The Three Valleys Benefice Safeguarding Officer is

Name

Address.....

.....

Telephone

email.....

Signed

Parish Priest/Incumbent.....

Churchwarden

Churchwarden

Date

Safeguarding Roles

The Team Rector, Clergy Team, Benefice Council and PCCs

The Team Rector, Clergy Team, Benefice Council, PCCs and congregations all have a duty of care to ensure the well-being of the vulnerable in the church community. The Three Valleys Benefice is committed.

1. To adopt and implement the House of Bishops' Policy on Safeguarding Children or the Joint Safeguarding Principles and produce a Benefice Policy and Procedure on safeguarding children and adults who may be vulnerable. A dated copy will be sent by email to the Diocesan Safeguarding Officer. Whilst the Three Valleys Benefice has a policy that may be used by the parishes legal responsibility continues to rest with the individual parish.
2. To appoint a Benefice Safeguarding Officer and Parish Safeguarding Officers (the 'Designated Persons' with special responsibility for safeguarding children and adults, to work with the incumbent and the PCC to implement policy and procedures. In this benefice a Safeguarding officer may act for more than one parish. It is recommended that the Parish Safeguarding Officer should also be the Designated Person for Safeguarding Vulnerable Adults.
3. To ensure that the Parish Safeguarding Officers and anyone having regular contact with children and vulnerable adults is appointed according to Diocesan Safer Recruitment Guidelines, is trained and supported, provided with a copy of the parish safeguarding policy and code of practice for church workers.
4. To deal promptly with allegations or suspicions of abuse in accordance with the Disclosures and Allegations policy in consultation with the Diocesan Safeguarding Officer.
5. To display the Diocesan and Parish Safeguarding Policy and Procedures, the contact details of the Parish Safeguarding Officer named person on church premises and wherever possible on the church website
6. To ensure that known offenders or others who may pose a threat to children and young people are effectively managed and monitored in consultation with the Diocesan Safeguarding Officer.
7. That during an interregnum, to ensure that information about all safeguarding matters is securely stored before passing on to the new incumbent. The departing incumbent should give the information to the Parish Safeguarding Officer who will inform the new incumbent when they take up the post.
8. To ensure that there is appropriate insurance cover for all activities involving children undertaken in the name of the parish;
9. To review the implementation of the safeguarding children and adults' policy, procedures and good practice, at least annually.

Benefice Safeguarding Officer

The role of the Benefice safeguarding officer is to:

1. Implement and monitor the recommended Benefice Policy and Procedure on Safeguarding Children and Vulnerable Adults, encouraging good practice and working closely with the Incumbent on all safeguarding matters.
2. Oversee the operation of the operation of the Benefice Policy.
3. Ensure that up to date information is disseminated to the Parish Safeguarding Officer.
4. To ensure that a list is compiled and update annually of the names of paid and voluntary workers at Benefice level and ensure that full recruitment procedures have been followed for each of them.
5. To advise Parish Safeguarding Officer, as may be required, what to do in the event, of, any suspicions or allegations of abuse which may arise in the Benefice churches, including allegations against clergy, or licensed commissioned ministers and to inform immediately and subsequently liaise with the Diocesan Safeguarding Adviser. No investigation is to be undertaken by the Safeguarding Officers.
6. To report annually on safeguarding matters to the Benefice Council and send annually by e-mail a copy of the Parish Safeguarding Children and Vulnerable Adults Policy and Procedure to the Diocesan Safeguarding Adviser
7. To attend Diocesan Safeguarding Children and Vulnerable Training and undertake other safeguarding training as opportunity arises.

Parish Safeguarding Officer

1. To ensure that your parish implements the Benefice Policy and Procedure on Safeguarding Children and Vulnerable Adults, encouraging good practice and working closely with the Incumbent and Benefice Safeguarding Officer on all safeguarding matters.
2. In accordance with Diocesan Safer Recruitment Guidelines, to contribute to the appointment of all volunteers and PCC employees in regular contact with children and vulnerable adults; to obtain necessary criminal records and renew these appropriately.
3. To compile and update annually a list of names of paid and voluntary workers and ensure that full recruitment procedures have been followed for each of them.
4. The Parish Safeguarding Officer will usually act as the “Lead Recruiter” as defined by Churches Child Protection Advisory Service
5. To actively encourage volunteers and PCC employees to undertake safeguarding training, and keep a record of training taken
6. To receive, but not to investigate, any suspicions or allegations of abuse which may arise in the church(es) they represent, including allegations against clergy, or licensed commissioned ministers and to inform immediately and subsequently liaise with the Diocesan Safeguarding Adviser.
7. To keep a log of incidents, allegations or concerns which arise, storing records safely and securely in a locked cabinet, with access restricted to the Parish Safeguarding Officer and the incumbent
8. To send and update by e mail their contact details to the Diocesan Office.
9. To report annually on safeguarding matters to the PCC and send annually by e mail a copy of the Parish Safeguarding Children and Vulnerable Adults Policy and Procedure to the Diocesan Safeguarding Adviser
10. To attend Diocesan Safeguarding Children and Vulnerable Training and undertake other safeguarding training as opportunity arises.

Churchwarden

In co-operation with the Team Rector, Clergy team, the PCC and the Parish Safeguarding Officer, to:

1. ensure, in the period of an incumbency vacancy, that the incumbent's safeguarding roles are fulfilled, in co-operation with the PCC and Parish Safeguarding Officer
2. pay attention to the specific needs of children and adults who may be vulnerable when undertaking routine Health and Safety inspections and Risk Assessments
3. ensure that risk assessments are carried out before new activities are undertaken (regular and one-off)
4. ensure that all parish activities are adequately insured
5. receive complaints and grievances, and ensure that the parish has procedures for responding to them
6. ensure that the guidelines for activities with children and adults who may be vulnerable are followed in all parish activities
7. ensure that safeguarding requirements are included in all booking arrangements with organisations and individuals
8. answer questions regarding safeguarding as they arise in the Archdeacon's Articles of Enquiry and Parish Visitations, and address specific advice which may be given

Safeguarding Flowchart: what to do, by whom and by when

A Safeguarding concern is reported, or identified, by someone within the parish or anonymously.
Firstly, is the child or adult at **IMMEDIATE** risk?

YES

If the person is at immediate risk of physical harm - or needs medical attention - dial 999 to contact the Ambulance Service and/ or the Police. Follow any advice given.

As soon as possible (and within 24 hrs) follow the process in green on the right.

Parish Contacts:

NO

If the concern is about a member of the clergy...

Inform the PCC Safeguarding Rep, who **MUST** seek advice on the next steps from the Diocesan Safeguarding Adviser, Heather Bland, via 07500 664800 or heather.bland@salisbury.anglican.org.

If the concern is about a member of the laity...

Inform the Parish Clergy and the PCC Safeguarding Rep

Formally report to the Diocesan Safeguarding Adviser

Record the concern (who, what, when where, why, how?) within 24 hrs of an issue being raised, and file it securely in the parish office. Send a copy to the Diocesan Safeguarding Adviser.

SAFEGUARDING

In The

Three Valleys Benefice

The named people in this parish to contact for any person in need of protection, child or adult, or with concerns for those persons are:

Telephone Number _____

Telephone Number _____

Date

Useful Contacts:

Parish Safeguarding Officer: _____

Tel: _____

Benefice Safeguarding Officer: Louise Sandy, Tel: 01963 210256

Diocesan Safeguarding Officer: Heather Bland, Tel: 01722 411922

Diocesan Safeguarding Website page: [https://
www.salisbury.anglican.org/parishes/safeguarding](https://www.salisbury.anglican.org/parishes/safeguarding)

Local Authority Designated Officer (LADO)

Dorset has a single Local Authority Designated Officer (LADO) to:

- be involved in the management and oversight of individual cases which meet the threshold;
- provide advice and guidance to employers and voluntary organisations;
- liaise with the police and other agencies;
- monitor the progress of cases to ensure that they are dealt with as quickly as possible, consistent with a thorough and fair process.

This LADO role is undertaken by Patrick Crawford at Dorset County Council. You can contact the LADO on 01305 221122.

Team Rector: Tony Gilbert: 01935 873044

Team Vicar: Richard Kirlew: 01963 23570