

Safeguarding Children and Young People

Policy and Procedures

The Parish of St Leonard, Wollaton

Principles of the House of Bishop's Policy for Safeguarding Children

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Principles

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.

We will carefully select and train all those with any responsibilities within the Church, in line with safer recruitment principles, including the use of the Disclosure and Barring Service.

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.

We will seek to work with anyone who has suffered abuse, developing with him or her an appropriate ministry of informed pastoral care.

We will seek to challenge any abuse of power, especially by anyone in a position of trust.

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.

In all these principles we will follow legislation, guidance and recognised good practice.

This principle statement will be renewed annually and progress in carrying it out will be monitored by **The Safeguarding Coordinator who is: Rosie Dewinton**

She may be contacted at: **slsafeguarding@outlook.com**

This statement was agreed by **St Leonard's, Wollaton Parochial Church Council.**

Date 11 March 2019

Signed.....(Incumbent)

Signed.....(Lay Chair of PCC or Churchwarden)

PROCEDURES FOR IMPLEMENTING THE PARISH POLICY

The parish of St Leonard, Wollaton

A copy of these procedures will be given to all youth and children's workers, volunteers and employees who have the responsibility for children or young people. They should sign a declaration afterwards saying that they have read and understood them.

1. CONTACTS

Our Safeguarding Coordinator is **Rosie Dewinton**

Tel: **s1safeguarding@outlook.com**

2. Contact details for the main leader of each children's/youth group

Group Name	Leader's Name	Contacted via	Tel. No.
Youth Leader		Parish Office	0115 8372420
Parents and Toddlers	Anne Scothern	Parish Office	0115 8372420
Dads and Kids		Parish Office	0115 8372420
Scramblers Climbers Navigators	Chris Pearse	Parish Office	0115 8372420
Junior Choir & Music Group	Peter Price	Parish Office	0115 8372420
Work in schools	Carol Charmbury	Parish Office	0115 8372420
Messy Church	Sally Smith	Parish Office	0115 8372420

3. The following ratio of adults (over 18 years old) to children should be:

Age	Number of Leaders
0 to 2 years	1 person for every 3 children 1 : 3
2 to 3 years	1 person to every 4 children 1 : 4
3 to 8 years	1 person to every 8 children 1 : 8
Over 8 years	1 person for the first 8 children then 1 extra person for every extra 12 children

Each group is to have at least 2 adult youth workers present and a gender balance should be maintained in mixed gender groups.

Our uniformed organisations follow their own recommendations and rules.

There is a National Safeguarding Policy for Bell Ringers.

1. Introduction:

This document outlines the diocesan procedures for safeguarding children and young people and dealing with allegations of abuse. These procedures aim to be in line with national policy, guidance from within the Anglican Church, and Local Authority multi-agency policies.

The overall policy of the Anglican Church for safeguarding children and young people is set out in "Protecting all God's children" (PGC). All parishes should have a copy of this for detailed reference. Please see link

<http://www.churchofengland.org/media/37378/protectingallgodschildren.pdf>

2. Our commitment:

The church, in all aspects of its life, is committed to and will champion the safeguarding of children, both in society as a whole and in its own community. It fully accepts, endorses and will implement the principle first enshrined in the Children Act 1989: the welfare of the child should be paramount. (PGC p 8)

We are committed to actively work within the framework of good practice set out in the Nottingham and Nottinghamshire inter-agency framework of standards for good practice.

Documents providing more detailed guidance are listed out in section 9 below.

3. Identifying Abuse

Abuse is a violation of an individual's human and civil rights by any other person or persons.

Examples of Abuse:

National guidance identifies four examples of abuse in relation to children:

- (i) **Physical abuse** may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating or otherwise causing harm to a child. Physical harm may also be caused when a parent or a carer fabricates the symptoms of, or deliberately induces, illness in a child.
- (ii) **Emotional abuse** is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may also involve: seeing or hearing the ill-treatment of another, for example in domestic violence situations: serious bullying (including cyber-bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- (iii) **Sexual abuse** involves forcing or enticing a child or young person take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact. Including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbating, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

(iv) **Neglect** is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care-givers); or
- Ensure access to appropriate medical care or treatment.

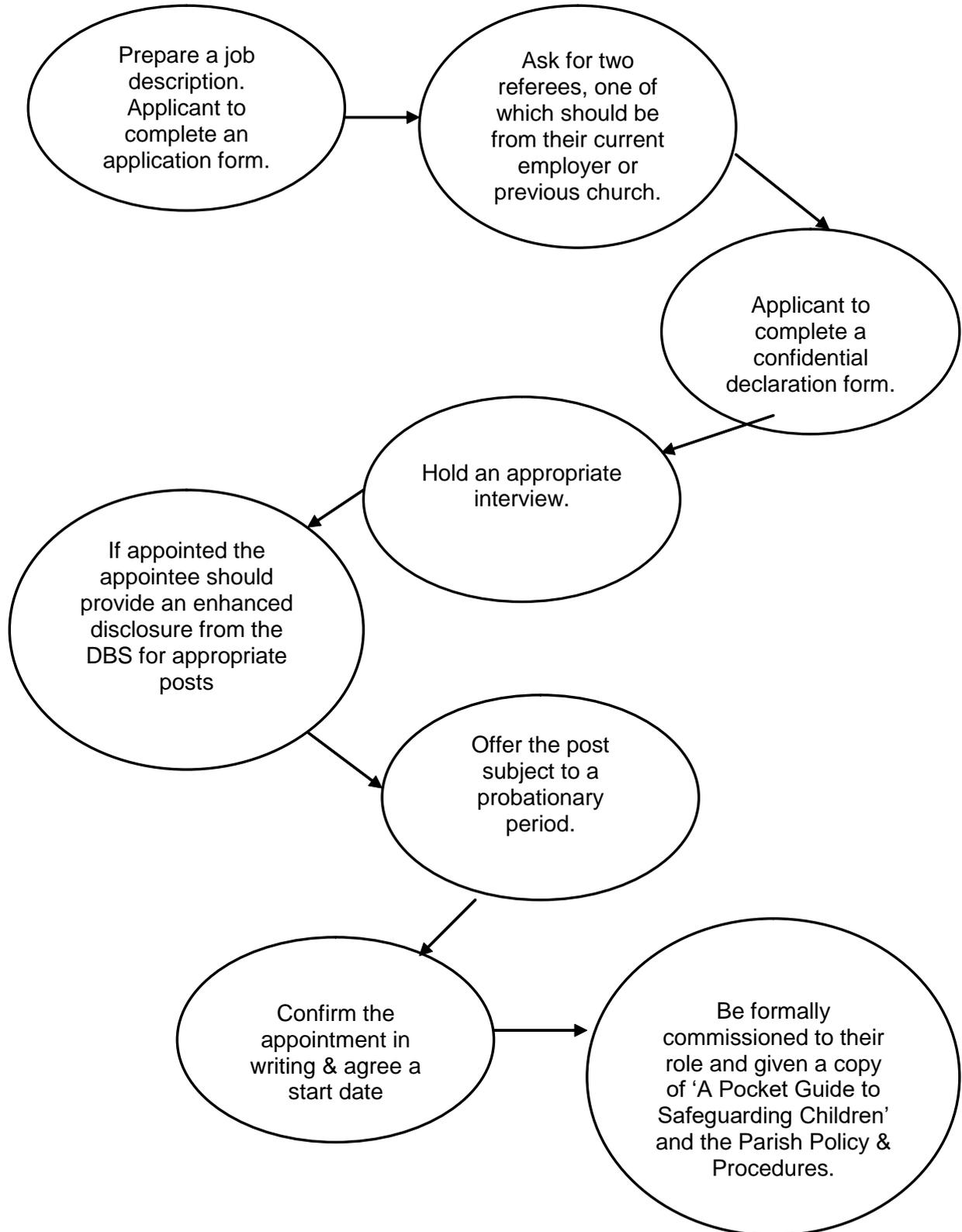
It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

4. Safe Recruiting

Those responsible for an appointment should follow the principles outlined on the next page when seeking to appoint someone to a post involving direct contact with children and young people. This follows the recommendations given by the Home Office in the Safe from Harm publication and the House of Bishops policies on safe recruitment.

The forms in the appendices section 12 of the handbook, Children and Young People First is the resource for this

**PROCEDURE TO FOLLOW
WHEN APPOINTING
VOLUNTEERS AND EMPLOYEES**



5. Good Practice Guidelines

Every volunteer and paid worker with children and young people should be given a copy of the 'Pocket Guide to Safeguarding Children', which is available on request from the Diocesan Safeguarding Adviser. They should also be aware of Children and Young People First 2004 and specific good practice guidance is available from Protecting All Gods Children 2010.

6. Procedure to follow in the case of suspicion and disclosure of abuse

Pocket Cards are a useful reminder of actions to take if:

- there is an allegation of abuse
- you are concerned about a young person
- you are concerned about the behaviour of an adult
- it comes to your notice that someone may be committing abuse

The A to B to C process

'A' gives information to 'B' who contacts 'C'

Person having concern/taking disclosure = A
Parish Safeguarding Coordinator/clergy/Paid Lay staff = B
Safeguarding Adviser for Diocese = C



Please **record** what you have heard, what your concerns are and what action taken. Children should be given every opportunity to learn that no-one has the right to do anything to them that makes them feel uncomfortable.

Nottinghamshire County now has a Multi-Agency Safeguarding Hub, designed to help agencies work together on safeguarding cases. The MASH is the **single point of contact for all professionals** to report safeguarding concerns. Passing information and concerns to the MASH is best done by the Diocesan Safeguarding Adviser. MASH Telephone: 0300 500 8090. Nottingham City has a contact point in the city Telephone: 0115 915 5555.

7. Activities away from the church premises

- No child can be taken off-site for activities without the consent of their parent/guardian/carer's permission.
- Details of the event must be given and permission slips with a request for medical details must be filled in.
- Before events take place please see your parish Safeguarding Coordinator to check over all the arrangement details.
- Seek the permission of the Parochial Church Council, following a risk assessment, for approval of the event so that it is covered by parish insurance or because of the nature of the activity additional insurance and safeguarding procedures may be required.
- When taking children off-site, a detailed programme and list of contacts should be left with someone in the parish.

The parish Safeguarding Coordinator has a sample of a form for such events.

8. Support, supervision and training of children's workers and youth workers.

Everyone should avoid working alone with children and there should always be more than one responsible adult available so that there is mutual supervision. Should one of the adults become ill or get called away, the other adult should call for additional help.

Children's and youth workers are given the opportunity to review their work with the leader of their group or another named adult. This will enable them to comment on the work they are doing, give suggestions, review and further develop their work, if they so wish, and to discuss training opportunities.

From time to time our church may hold training events on Safeguarding. There will also be other training events held by the diocese which church staff, youth workers, volunteers and safeguarding Coordinator may attend. When was there training taken up and when is it planned to re-run it.

Information about forthcoming training events is available from the Diocesan Safeguarding Training Adviser.

9. The passing on of information to new screeners and/or incumbents.

After a children's/youth worker or volunteer has resigned, information on their children's/youth work will be kept for an indefinite period, in case it is needed for references for a new position at another church or for working with children elsewhere.

Confidential/sensitive information will be passed on only by the incumbent (or a churchwarden during an interregnum). For advice please contact the Diocesan Safeguarding Adviser.

Passing on Concerns

If the PCC or church organisation has to remove someone from working with children and young people you **must** consult the Diocesan Safeguarding Adviser (Donna Bernard-Carlin Tel 0115 9603010). We have a **legal duty** to refer certain information to the Disclosure and Barring Service (DBS) and consult the Local Authority.

10. Implementation of the Policy.

The Parish Safeguarding Coordinator will be responsible for monitoring the policy to see that it is being practised. This includes: - ensuring that all helpers are aware of good practice guidance and making sure new work is properly risk assessed and all other tasks in the job description in CYPF 2004.

11. Procedure for regular reporting to the Parochial Church Council

The Parish Safeguarding Coordinator will report annually to the Parochial Church Council on safeguarding matters, new groups, new workers and training needs.

12. Training

Training is offered in the diocese.

SAFEGUARDING CHILDREN AND YOUNG PEOPLE

The procedures and guidelines were last reviewed and agreed by the Parochial Church Council on 11 March 2019

Signed by the incumbent:

Signed by the Lay Chair of the Church Council or a Churchwarden:

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Date for policy review

The children's and youth committee/leaders and the Parochial Church Council will review this Safeguarding Policy and how it is to be implemented by **30th November 2019**

Diocesan Safeguarding Adviser: Donna Bernard-Carlin
Email: donna.bernard-carlin@southwell.anglican.org
Diocese of Southwell and Nottingham, Jubilee House, 8 Westgate,
Southwell, Nottingham, NG26 OJH

Appendix 1

House of Bishops 2016

Practice Guidance: Safeguarding Learning and Development Framework

Section 2: Principles

2.1 Creating a culture of safety. In each of the House of Bishops' policies, we commit ourselves to a culture of safety, which prevents abuse, manages risk, and responds well to serious situations, to victims and survivors and to offenders and those who pose risk. In order to create such a culture, we have to ensure that consistent and sound learning of the highest quality is offered to those who work with children and adults in every Christian community, and at every stage of ministry. A healthy Christian community is one which ensures and nurtures the wellbeing of all. Safeguarding needs therefore to be embedded in aspects of the life and ministry of the Church, and safeguarding learning and development is seen in this context.

2.2 Statutory mandate. We are required to ensure that staff, paid and voluntary, are offered appropriate supervision and support, including safeguarding training, in order that they are competent to carry out their responsibilities for safeguarding and promoting the welfare of children and adults; and creating an environment where staff feel able to raise concerns and feel supported in their safeguarding role; and that they are familiar with their responsibilities, and procedures to be followed if they have concerns about a child's or adult's safety. Learning in the church context must be consistent with statutory agency training and practice, taking account of the specific roles and context of the church environment.

2.3 Theology of safeguarding. Churches have some distinctive features as communities and institutions. One of these is the use of theology to understand their identities, purposes and activities. It is essential that churches understand safeguarding as a theological imperative, rooted in the nature and love of God, and outworking in basic commitments to giving equal worth to all, practising reciprocal pastoral care, and treating those who are most vulnerable with respect and love. Thinking through issues raised by safeguarding is also likely to raise distinctively theological questions in a church context.

Appendix 2

House of Bishops 2016

Practice Guidance: Safeguarding Learning and Development Framework

The church context

3.1 Safeguarding children and adults

Referrals of abuse to Statutory Children's Services are categorised as: physical abuse; sexual abuse; emotional abuse (including witnessing domestic violence and also web-based abuse); neglect. Referrals of abuse to Statutory Adult Services are categorised as physical abuse; domestic violence; sexual abuse; psychological abuse; financial or material abuse; modern slavery; discriminatory abuse; organizational abuse; neglect and acts of omission; self-neglect⁶. The church environment includes both adults and children, and in addition must consider spiritual / ritual abuse.

These categories of abuse apply equally to abuse taking place within a church context by church officers, and to abuse occurring within the community or family. Indeed, in the latter case victims may bring their experiences to the church seeking help and support.

When children and adults have specific vulnerabilities this greatly increases their risk of abuse. The Care Act 2014 emphasises that the core purpose of adult care and support is to help people to achieve the outcomes that matter to them in their life, by promoting wellbeing. "Wellbeing" is a broad concept, and it is described as relating to the following areas in particular:

- personal dignity (including treatment of the individual with respect);
- physical and mental health and emotional wellbeing;
- protection from abuse and neglect;
- control by the individual over day-to-day life (including over care and support provided and the way it is provided);
- participation in work, education, training or recreation;
- social and economic wellbeing;
- domestic, family and personal;
- suitability of living accommodation;
- the individual's contribution to society.

In the church context, adult vulnerability may be identified through specific conditions, such as disability or health, or because of specific situations, for example because of the power imbalance between a priest and people for whom he or she has a duty of care.

3.2 Responding well to survivors

Safeguarding training needs to address the needs of both children and adults, who may come to the church for help arising from abuse experienced within the community or in families (where the majority of abuse takes place).

Training needs to equip leaders to respond sensitively to each person reporting abuse, whilst also taking the safeguarding action that is required to protect others. It also has to address the reality of the abuse of adults by those in positions of authority within the Church, especially clergy at any level of seniority.

3.3 Blurred boundaries in communities: grooming opportunities

Christian communities are 'open communities'. We encourage people to belong and to befriend and care for one another; some of this happens outside the confines of the church, in places where church officers have little control. Church communities are vulnerable to those who seek to harm

others, because of the opportunities for grooming not just children, but also their families, their priests and leaders, and whole church communities.

Training needs to encourage a culture of 'respectful uncertainty'. Training for different church roles needs to include safer working practices which emphasise the importance of maintaining proper boundaries at all times.

3.4 Safe working practice for leaders

Most church leaders are volunteers, and most are not trained professionally to work with children or adults. It is unreasonable to expect from leaders a safeguarding response equivalent to that of a safeguarding professional. To do so would be dangerous practice, since the primary obligation is to refer safeguarding concerns to statutory agencies for investigation. For their own protection as well as for the protection of those in their care, leaders need guidance on safe working practice, which includes knowing when they should be concerned, from whom they should seek advice, and when and how to refer.

3.5 Managing risk

Statutory sector training takes account of the fact that many services are managing high risk people. However the mission and beliefs of the Church are different to the aims and objectives of statutory services. Within the Church, all are welcomed, including those who pose risk; and in most situations, church officers will be unaware of any risks posed. The Church is therefore uniquely challenged to provide a safe environment for all whom attend, especially children and those who are vulnerable.

3.6 Needs of participants in training

The vulnerabilities, resilience and competence of those participating in training need to be taken into account. Many workers are volunteers with no previous safeguarding experience, and a significant number of those who lead have experienced abuse themselves (it is a regular experience for at least one person to disclose abuse to trainers during a church safeguarding training session). No-one should be unduly distressed or undermined by church training.

In addition, participants need the opportunity to explore with the trainer and one another the particular and complex challenges which they face in their work with children and adults who may be vulnerable.

Training also provides a valuable opportunity to develop a trusted working relationship between the Safeguarding Adviser and parish officers.

Core church safeguarding training therefore needs to be face to face, with a listener available⁹, so that a response can be made to any immediate need.

Participants in training are also likely to need some opportunity to reflect on the relationship between safeguarding issues and their beliefs as articulated in theological language if safeguarding learning is to become thoroughly integrated with their behaviour, relationships and culture in the life of the church (see 2.3 above).

3.7 Specialist training needs

Church leaders may also need specialist training about various elements of vulnerability, such as issues of sexual abuse; inclusion and management of sexual offenders; supporting survivors; addiction; mental health; physical disability; ageing; domestic abuse / violence; spiritual abuse; e-safety (to include bullying) for children and young people. Beyond the requirements of core safeguarding training, high quality training across a whole range of subjects needs to be made available.