



Safeguarding Policies for the Tas Valley Churches



..... Church **Children & Young People Safeguarding & Protection Policy**

This statement was adopted by.....(church)

at a Parochial Church Council / Trustees meeting held on

Within our church we recognise all children and young people as individuals. It is our duty to ensure the wellbeing of all children and young people in the church community. It is our Children and Young People Safeguarding and Protection Policy to: -

1. Ensure that safeguarding procedures are in place and can be found easily, with the use of flowcharts available to assist with this.
2. Have a Benefice-wide Named Person who has special responsibility for the policy's implementation. The Named Person will respond promptly to any allegations or suspicions of abuse. They will co-operate with the appropriate authorities in any investigation. They will be assisted in our church by a Safeguarding Officer. The responsibilities of these officers is outlined in a separate document
3. Ensure that the PCC or Trustees make all appointments which involve working with children. Appointees should be trained and supported with formal pastoral or care responsibilities. DBS checks and Confidential Declaration Form should be completed and updated as highlighted in the Diocesan guidelines and in line with the "Roles for Regulated Activities" grid in the appendix to this document.
4. Provide guidelines for managing known offenders in the church community.
5. Ensure that health and safety policies, procedures, along with adequate insurance cover, are in place.
6. Ensure that all work carried out with children occurs in a safe environment.
7. As a minimum we adopt the guidelines of the Church of England and the Diocese of Norwich. Where promoted by best practice we will exceed these guidelines.

This policy will be implemented by supporting, resourcing, training and regular over-viewing those people who undertake work with children and young people.

Signed by: -

Named person:(Corinne Boyce) Tel. No.470263

PCC / Trustee Safeguarding Officer:.....Tel no.

PCC / Trustee:.....

Date:.....

How will we achieve the aims of our Children and Young People Safeguarding and Protection Policy

Safeguarding:

- Formalise the recruitment process.
- The volunteer/applicant should be given a “Working Agreement” stating their role.
- DBS checks to be completed, where appropriate, based upon role definitions relating to Regulated Activities.
- Completion of a Confidential Declaration Form by all people working in our church community.
- DBS checks to be renewed every 3 years, Confidential Declaration Forms to be renewed every year.

Training and support: -

- Attend Diocese Safe Training, for all workers based upon role profile. To be renewed every 3 years.
- Attend Norfolk County Council Safe Training, for all workers based upon role profile. To be renewed every 3 years.
- ‘Dealing with Abuse’ for key workers.
- Disability Awareness training for Church Disability Advocates.
- Line management support should be given for all workers.

Improvement: -

- All churches to have a Disability Advocate.
- Have a register of people, role, training, checks and qualifications (relevant). To be kept and updated by the Named Person and used proactively keep checks and qualifications up to date. Can also be used to find potential people to help at church activities.
- Provision of simple flowchart procedures for disclosures.
- Named Person proactive in implementing policy in parishes so that they become the sole person to contact

The backing of the clergy and the PCC's / Trustee's in implementing these policies is paramount. It should also be highlighted that responsibility of the PCC's / Trustee's to conform, implement and review these policies.



..... Church **Vulnerable Adults Safeguarding and Protection Policy**

This statement was adopted by(church)

at a Parochial Church Council/ Trustees meeting held on

Within our church we recognise all people as individuals and understand that at some time in our lives we may become vulnerable. It is our Vulnerable Adults Safeguarding and Protection Policy to: -

1. Offer respectful pastoral ministry to all adults, including people who have suffered abuse.
2. Have a named person who will respond, without delay, to any complaint made that an adult has been harmed. Co-operating with the appropriate authorities in any investigation.
3. Carefully select and train those people with formal pastoral or care responsibilities, ensuring that where appropriate a DBS check and Confidential Declaration Form are in place and kept current. (See the "Roles for Regulated Activities" grid in the appendix to this document.)
4. Challenge any abuse of power by anyone in a position of trust.
5. Promote accessibility, inclusion and empowerment of people, irrespective of their state of vulnerability.
6. As a minimum we adopt the guidelines of the Church of England and the Diocese of Norwich, where promoted by best practice we will exceed these guidelines.

This policy will be implemented by supporting, resourcing, training and regular reviewing those people who undertake work amongst people who may be vulnerable.

Signed by: -

Named person:(Corinne Boyce) Tel. No.470263

PCC / Trustee Safeguarding Officer:.....Tel no.

PCC / Trustee:.....

Date:.....

How will we achieve our Vulnerable Adults Safeguarding and Protection Policy

Safeguarding: -

- Formalise the recruitment process.
- The volunteer/applicant should be given a “Working Agreement” stating their role.
- DBS check, where appropriate, based upon role definitions relating to Regulated Activities.
- Completion of a Confidential Declaration Form by all people working in our church community.
- DBS checks to be renewed every 3 years, Confidential Declaration Forms to be renewed every year.

Training and Support: -

- Attend Diocese Safe Training, for all workers based upon role profile. To be renewed every 3 years.
- Attend Norfolk County Council Safe Training, for all workers based upon role profile. To be renewed every 3 years.
- ‘Dealing with Abuse’ for key workers.
- Disability Awareness training for Church Disability Advocates.
- Line management support should be given for all workers.

Improvement: -

- All churches to have a Disability Advocate.
- Have a register of people, role, training, checks and qualifications (relevant). to be kept and updated by the Named Person and used proactively keep checks and qualifications up to date. Can also be used to find potential people to help at church activities.
- Provision of simple flowchart procedures for disclosures.
- Named Person proactive in implementing policy in parishes so that they become the sole person to contact

The backing of the clergy and the PCC's / Trustee's in implementing these policies is paramount. It should also be highlighted that responsibility of the PCC's / Trustee's to conform, implement and review these policies.

APPENDIX Tas Valley Team Ministry - Roles relating to Regulated Activities

Role	DBS	Confidential Declaration	NCC SAFE	Diocese SAFE
A) All who hold the Bishop's license or ministers (paid or unpaid) commissioned by a church or churches to work with people (clergy, readers AWAs, evangelist etc)	✓	✓	✓	
B) Church warden	✓	✓		✓
C) Cell Leader (at least one person per cell)	✓	✓		✓
D) Main leader of children/ youth group or activity	✓	✓	✓	
E) Assistant leader of children's/ youth group or activity (never alone with children/ vulnerable adults)	✓	✓		✓
F) People who do not work directly with children or vulnerable adults but who by virtue of their association with church work may be in contact with children/ vulnerable adults and perceived as "safe" by parents, carers etc eg. coffee stop leaders, flower arrangers, leaders of adult-only choirs, PCC members		✓		
G) Anyone who may find themselves on their own with children or vulnerable adults in the course of their work on behalf of the church (eg choir leaders/ if children may arrive to to the activity before adults)	✓	✓		✓
H) For people who help with a voluntary activity, on an occasional basis eg a person helping at holiday club, will need a confidential declaration form and will need to be supervised by a leader who has been fully checked.		✓		
I) Named person/ deputy named person	✓	✓	✓	
I) PCC members and Trustees responsible for recruitment of workers with children/ vulnerable adults and the sponsoring of events for children/ vulnerable adults	✓ at least 3	✓ all		
- For one off presence at an activity eg a parent staying at Sunday School with their child, no checks will be required but the main leader must ensure that such volunteers are always accompanied by a leader who has been fully checked.				