



The Parish of Beccles St. Michael & St. Luke Safeguarding Policy for all Groups and Activities

This policy incorporates the Diocesan model Statement of Safeguarding and should be read in conjunction with Diocesan guidance on Safeguarding Policy. This policy should also be read in conjunction with the Parish E-Safety Policy.

Rector: Canon Rich Henderson

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Safeguarding Officer: Serena Emberley

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The term 'staff' in this document refers to both volunteers and paid workers.

We will:

- value children and young people as individuals, listen to them, treat them with respect and celebrate their achievements
- establish appropriate boundaries for behaviour that will protect children, young people and vulnerable adults and preserve their safety, without being oppressive or authoritarian
- carefully recruit and select all adults, whether paid or voluntary, in accordance with the Parish Safer Recruitment Policy
- expect all leaders to work in a professional way, and provide training to enable this
- provide a code of conduct for all staff
- provide a job description for all staff
- provide an assessment of risk for key roles when working with children, young people and vulnerable adults
- respond to concerns and allegations appropriately and in accordance with the National, Diocesan and Parish guidelines and policies
- appoint a Safeguarding Officer and an Alternate Safeguarding Officer.

The wider Church community

When there are concerns about the welfare of any child, young person or vulnerable adult, all adults in our church community are expected to share their concerns and allegations with the safeguarding officer or parish priest.

Dealing with allegations

No leader will investigate allegations or disclosures. The Safeguarding Officer (or the Alternate Safeguarding Officer) will be informed immediately. A written record of the allegations or disclosure will be prepared within 24 hours.

Records of all allegations and concerns will be made and kept as follows:

- With all names recorded, or the reason for a name not being recorded given in full
- With the date the allegation was made and the date the record was made clearly and accurately recorded (any additions to records must be re-dated).
- With the signature of the person making the record at the bottom of each page and at the end of the record and again under additions made.

All records of allegations will be kept in a secure filing cabinet and made available to any official agencies who become involved.

Any person who does not comply with all aspects of the Parish of Beccles Safeguarding Policy will not be allowed to work with children within the Parish.

Working with offenders

If it becomes known that a person in the parish (ie a person who attends church or church activities) has offended in a sexual nature against any person, the Bishop's Safeguarding Officer will be informed. The Officer will contact the police and Local Authority to formulate a risk management plan. If appropriate, the Bishop's Safeguarding Officer will draft an attendance agreement for the offender in consultation with the Parish Priest and in accordance with the risk management plan.

The Safeguarding Officer

The designated Safeguarding Officer is responsible for:

- monitoring and recording concerns
- ensuring that everyone who works with children or young people is aware of the Parish Safeguarding Policy and Code of Conduct
- making referrals about the welfare of children to Social Care without delay
- liaison with other agencies
- arranging training for all who work with children.

Confidentiality

In cases of disclosure of abuse, whether disclosure is by children or parents, information must be given to the Parish Safeguarding Officer, who may refer the disclosure to Social Care.

Allegations against staff

All allegations against staff will be passed to the Parish Safeguarding Officer and/or the Parish Priest. When any allegation of abuse is made against a person working with children, including volunteers, it is essential that the matter is handled in a way that provides protection for the child, but that also supports the person who is the subject of the allegation.

An allegation can be that a person has:

- behaved in a way that has harmed a child, or may have harmed a child
- possibly committed a criminal offence against or related to a child
- behaved in a way that indicated s/he may be unsuitable to work with children/young people

When any such allegation is made, then the same flowchart for referral should be followed, as with any concern of harm and the Bishop's Safeguarding Officer must also be informed at the earliest opportunity.

Any allegations against licensed clergy must be immediately reported to the Diocesan Bishop, or, in the event of his unavailability, the Bishop's Chaplain as well as the Bishop's Safeguarding Officer. The Churchwardens should also be informed if an allegation is made against the Parish Priest.

March 2012

Reviewed and amended: May 2014

Approved by the PCC: 5th June 2014

Reviewed May 2017

Amended April 2018 (Alternate Safeguarding Officer)

Next review May 2019

Reviewed August 2020

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