



## Safeguarding Policy 2018/2019

### St Peter's Wolvercote & All Saints' Wytham

This policy was adopted by St Peter's Wolvercote Parochial Church Council (PCC) on 10/07/2018 and by All Saints' Church PCC meeting on 19/09/2018. It has been updated Feb 2019 to include Kathy Day's role as All Saints' Wytham Safeguarding Link.

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 establishment of safe, caring communities which provide a loving environment where there is a culture of 'informed vigilance' as to the dangers of abuse.

*How we will do this:* We will adopt the "House of Bishops Promoting a Safer Church" safety policy statement (1)

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 Disclosure and Barring Service (DBS) criminal records checks.

*How we will do this:* We will comply with Safeguarding recommendations made by the Church of England and Diocese of Oxford (2, 3)

a) We will set up a Safeguarding Team (4, 5) to include:

- i) Safeguarding Officer to co-ordinate and take over-all responsibility and who is responsible for arranging and recording Safeguarding Training
- ii) Safeguarding Lead for under 18s
- iii) Safeguarding Lead for vulnerable adults
- iv) Children's and Youth Advocate
- v) Parish DBS Lead

b) We will consider both paid and volunteer workers with children, young people and vulnerable adults to be in a position of trust and will be required to participate in good safe practice. This will entail:

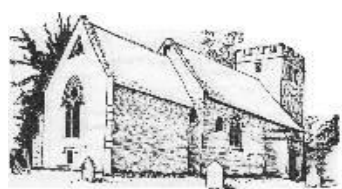
- i) DBS record check in discussion with the Parish DBS lead at recruitment and 5-yearly (6)
- ii) Completion of a Volunteer Agreement Form
- iii) Training in Safeguarding:
  - Church of England Basic Awareness of Safeguarding on-line course, C0, (7)
  - Diocesan C1 Foundation Training face to face or on-line
  - C2 Leadership training where appropriate
- iv) Reading and acting in accordance with:
  - *Good Practice Guide for Church Workers with Children and Young People* (8)
  - *Good Practice Guide for Church Workers with Vulnerable Adults* (9)
- v) Agreement to the church maintaining records under the General Data Protection Regulation



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- c) The Safeguarding Officer will: i) provide appropriate support to those who have difficulties with training e.g. accessing a computer; ii) arrange in-house training by the Diocesan Volunteer Safeguarding Training Team and: iii) keep a record of training completion.
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, diocese and local authority in any investigation and we will have a clear reporting in place.  
*How we will do this:*
- We will use the Church of England 'Promoting a Safer Church' poster (10) to give contact details of the Safeguarding Officer, incumbent and Diocesan Safeguarding Adviser. This will be displayed in church and on its website
  - Any safeguarding concerns, irrespective of the status of the person., should be reported to the group leader, Safeguarding Officer, incumbent and Diocesan Safeguarding Adviser (8, 9)
  - Since the Diocesan Safeguarding Team are not an emergency service, in urgent cases a child at risk will be referred to the Local Authority Social Care Services and an adult to the Local Authority Adult Protection Service
4. We will seek to work with anyone who has suffered abuse, developing with him or her an appropriate ministry of informed pastoral care.  
*How we will do this:*
- We are committed to responding in a compassionate and supportive way (11)
  - We will seek advice from the Diocesan Safeguarding Adviser who will direct further action and may recommend referral to an Authorized Listener
  - In discussion with the Diocesan Safeguarding Adviser, the vicar will arrange appropriate pastoral support from within the Parish teams
5. We will seek to challenge any abuse of power, especially by anyone in a position of trust.  
*How we will do this:*
- We will encourage the reporting of concerns to a member of the Safeguarding Team who will have the responsibility to act. All such concerns will be reported to the vicar who will take advice from the Diocesan Safeguarding Adviser
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.  
*How we will do this: (11)*
- We will endeavour to offer pastoral care and support to any member of the church community who presents a known risk whilst taking steps to protect others
  - We will seek the direction of the Diocesan Safeguarding Adviser and collaborate with the relevant statutory agencies



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- We will set up a support group within the church with safeguarding responsibilities to include the Incumbent, Safeguarding Officer and a Church Warden in discussion with the DSA
- We will use the *Oxford Diocese Model Agreement with an Offender* as a basis for a contract of behaviour and guidance from (3)
- We will report behaviour of concern promptly to the Diocesan Safeguarding Adviser and statutory agencies

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

*How we will do this:*

- The Safeguarding Team will be familiar with the safeguarding recommendations of the Church of England and Diocese of Oxford and undergo regular training
- The Safeguarding Officer will report annually to the PCC and respond promptly to concerns
- The PCC will support a culture of safety awareness in the church at all levels
- Safeguarding contact details will be readily accessible
- Leaders of the children, young people and those involved in Pastoral Care with vulnerable adults will clearly understand their positions of trust and the responsibility involved.
- Parents/ guardians of under 18s will be asked to complete Parental Consent Forms for their children / wards with contact details
- Sharing information will take priority over confidentiality and General Data Protection Regulation where persons are at risk of harm (12)
- We will arrange suitable insurance cover for church activities
- We will provide a declaration of safeguarding provision for users of church premises

8. We will advise the Diocese which Registered Body we use to process applications for Disclosure and Barring Service criminal records checks.

*How we will do this:*

We use the on-line Access Personal Checking Services Ltd (APCS) as recommended by the Diocese. The APCS confirm directly with the person applying for a disclosure if it is clear. If there is a blemished or positive disclosure this goes directly to the DSA who will advise the Parish DBS lead.

9. We will review this policy annually, check that our policies are up to date, and supply a copy of the updated policy statement to the Diocesan Safeguarding Adviser.

*How we will do this:*

The Safeguarding Officer will take responsibility for these actions and report to the PCC.

#### **Safeguarding Team (July 2018)**

**Interim Safeguarding Officer:** Anne Dorman 07582 486175 [stpeterschurchfamilies@gmail.com](mailto:stpeterschurchfamilies@gmail.com)

**All Saints' Wytham Safeguarding Link:** Kathy Day

[k.day10@btinternet.com](mailto:k.day10@btinternet.com)



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### St Peter's Wolvercote & All Saints' Wytham

**Safeguarding Lead for under 18-year olds:** Anne Dorman [stpeterschurchfamilies@gmail.com](mailto:stpeterschurchfamilies@gmail.com)

Telephone: 07582 486175

**Safeguarding Lead for Vulnerable Adults:** Diana Clews [dianaclews@hotmail.com](mailto:dianaclews@hotmail.com)

**Children's Advocate:** Jack Sobey email contact address [stpeterschurchfamilies@gmail.com](mailto:stpeterschurchfamilies@gmail.com)

**Parish DBS Lead:** Rev. Joanna Coney [Joanna.coney@googlemail.com](mailto:Joanna.coney@googlemail.com)

Signed: Parish Priest/Incumbent: Revd Charles Draper

Churchwarden (St Peter's Wolvercote): Michael Daniel, Wendy Sobey

Date: 10 July 2018

#### References

1. Promoting a Safer Church. Safeguarding policy statement for children, young people and adults. Published in 2017 for the House of Bishops of the General Synod of the Church of England. [www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)
2. Safeguarding Training and Development Practice Guidance. *Church of England House of Bishops 2017* [www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)
3. Safeguarding Handbook for the Protection of Children and Vulnerable Adults [https://www.oxford.anglican.org/wp-content/uploads/2013/02/Safeguarding\\_Handbook\\_PDF.pdf](https://www.oxford.anglican.org/wp-content/uploads/2013/02/Safeguarding_Handbook_PDF.pdf)
4. Diocese of Oxford Parish Safeguarding Roles <https://www.oxford.anglican.org/mission-ministry/safeguarding/guidance-and-good-practice/>
5. Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance. *Church of England House of Bishops 2017 (Chapter 3)*
6. <https://www.oxford.anglican.org/mission-ministry/safeguarding/disclosure-and-barring-service/> 7. <https://safeguardingtraining.cofeportal.org/>
8. Good Practice Guide for Church Workers with Children and Young People <https://www.oxford.anglican.org/wp-content/uploads/2013/02/Good-Practice-Guide-for-Work-withChildren.pdf>
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11. Responding well to those who have been sexually abused. Policy and guidance for the Church of England 2011 [www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)
12. Seven golden rules for information sharing HM Government Information Sharing: Guidance for practitioners and managers [www.ecm.gov.uk/informationsharing](http://www.ecm.gov.uk/informationsharing)