Safeguarding Policy for the Parish Church of St John the Baptist, Chittlehamholt

The legal responsibility for the safeguarding of children and adults at risk of harm rests with the incumbent and the PCC (Parochial Church Council).

1. The PCC of the parish church of St John the Baptist, Chittlehamholt in the Diocese of Exeter, Devon has formally adopted the Diocesan Safeguarding Policy (May 2014) on Monday 24th October, 2016.

2. The PCC is committed to the support, nurture, protection and safeguarding of all, especially children and adults at risk of harm. We recognise that our work with children, young people and adults is the responsibility of the whole church community.

3. We are fully committed to acting within current legislation, guidance and national frameworks, as applicable and Diocesan safeguarding procedures.

4. We will act in an open, transparent and accountable way, working in partnership with the Diocesan Safeguarding Advisor, Children and Adult Social Care Services, the Police, Probation Services and other relevant agencies to safeguard children and adults at risk of harm.

5. The PCC will appoint a Safeguarding Officer who will be trained to take responsibility for the implementation of this policy.

5. We welcome staff and volunteers recruited in accordance with the House of Bishops’ Interim Guidelines on Safer Recruitment 2013. This means ensuring that all staff and volunteers are suitable for their roles, that they understand what their role entails and that they are supported to carry it out. All staff and volunteers will be vetted, trained and supervised appropriately. All will be conversant with this policy and that of the Diocese.

6. The PCC understands that the church community and the wider community we engage with, may now or at any time, include children or adults at risk of harm as defined in the Diocesan Safeguarding Policy (May 2014) and appropriate legislation.

7. All staff and volunteers working regularly and unsupervised with children and adults at risk of harm will undergo a DBS check, provide references if required as part of a risk assessment process, and attend safeguarding training every three years, as appropriate to their role and as determined by the Diocese.

8. All support staff and volunteers will be issued with the Diocesan flow chart of what to do if they have any concerns about the safety of a child or adult.

9. The PCC understands that any person may meet any of the following scenarios:

   a) a disclosure that has upset or harmed them
   b) someone else who may report something that has been told to them or that they believe about a person who may be harmed.
   c) someone showing signs of physical injury for which there appears to be no explanation.
   d) a person whose behaviour may suggest that they are being abused
   e) the behaviour or attitude of someone that may cause concern.
   f) a child who demonstrates concerning behaviour to other children.

To respond to these, or any other scenario that may cause concern, details of contact details for: the parish safeguarding officer, the diocesan safeguarding officer, the incumbent and statutory agencies will be displayed permanently in the church.
The normal first course of action will be to discuss the matter(s) with the incumbent and or safeguarding officer, as appropriate.

10. The PCC will co-operate fully with the diocese and other statutory agencies during any investigation of abuse, including any allegation made against any member of the church community.

11. When an allegation is made the parish safeguarding officer and/or incumbent will immediately take advice from the diocesan safeguarding officer and act with them to ensure appropriate pastoral care for everyone involved.

12. Members of the PCC, churchwardens and staff will work in partnership with the diocese and other agencies to provide (where it is safe to do so) appropriate care and supervision for any member of the church community known to have offended against a child or adult at risk of harm, or pose a risk to either.

13. This policy will be reviewed by the PCC annually.

14. Documents to be displayed in Church:
   a) Safeguarding contact details as identified in 9 above.
   b) the Childline telephone number
   c) the diocesan flow chart with information about how to respond to concerns.
   d) This policy document.
   e) The diocesan safeguarding policy is to be kept in the vestry. Please contact the incumbent of a churchwarden to see or obtain a copy. There may be a charge for printing a copy.

This policy was adopted by the PCC on Monday 24th October, 2017

Review due in Autumn 2017

Signed ........................................................................... incumbent.
The role of Parish Safeguarding Officer. This may be a shared role if appropriate.

The person(s) fulfilling the role should be:

- approachable, discreet and trustworthy
- a good listener
- able to keep confidentiality and to know when information needs to be shared
- willing and able to attend training as required
- non judgemental
- follow procedures
- able to keep accurate records
- able to work with external agencies as appropriate
- willing to have their contact details displayed in the church porch

The role requires close co-operation with the incumbent.

Training and support will be available from the Diocese.

The parish safeguarding officer is appointed by and accountable to the PCC.

The safeguarding officer will:

a) familiarise themselves with the relevant policies and procedures  
b) ensure that the safeguarding policy is implemented and reviewed annually  
c) keep up to date with statutory and diocesan requirements and changes to those requirements and guidelines.  
d) assist with the recruitment of volunteers and staff to ensure that all safeguarding procedures are followed.  
e) undergo a DBS check and ensure all necessary DBS checks are conducted.  
f) ensure all church activities comply with diocesan guidelines.  
g) keep records as appropriate  
h) be the first point of referral (with the incumbent) in any case of concern.  
i) work with the incumbent and/or the diocesan safeguarding team and other agencies to resolve concerns and accusations.