



Brentor and Moor Safeguarding Policy and Guidance

April 2017

Introduction

Brentor and Moor Compassionate Neighbours is under the oversight of the Brentor Parochial Church Council for Safeguarding. As such we are committed to the support, nurture, protection and safeguarding of all, especially the young and vulnerable. We recognise that our work with children, young people and vulnerable adults is the responsibility of the whole church community. We are fully committed to acting within current legislation, guidance, national frameworks and the Diocesan Safeguarding procedures. We will also act in an open, transparent and accountable way in working in partnership with the Diocesan Safeguarding Adviser, Children and Adult Social Care Services, the Police, Probation Services and other agencies to safeguard children and vulnerable adults. We welcome staff and volunteers who are recruited in accordance with House of Bishops' Interim Guidelines on Safer Recruitment 2013. This means we will ensure that those who are employed or who volunteer to work with children, young people and vulnerable adults are suitable for the role, that they know what the role entails and that they are supported in carrying it out.'

Brentor and Moor Compassionate Neighbours is committed to the safeguarding and protection of all. The safety and wellbeing of children and vulnerable adults are paramount, adopting the following policies and advice:

1. Protecting All God's Children 2010
2. Responding to Domestic Abuse 2006
3. Responding well to those who have been sexually harmed 2011
4. Promoting a Safe Church - relating to the protection of vulnerable adults 2006
5. Interim Guidance Related to Safer Recruitment in the Church of England 2010
6. Diocese of Exeter – Safeguarding Policy and Guidance for Parishes 2014

We also aim to work within government guidance contained within:

1. Safe from Harm: a code of practice for safeguarding the welfare of children in voluntary organizations.
2. Working Together 2013.

This Safeguarding Policy is reviewed on an annual basis. The guidelines relate to all paid employees and volunteers.

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Those involved in regular work with 'vulnerable groups' as defined by the Disclosure and Barring Service (DBS)/House of Bishop's Policy will be asked to make an application for a DBS Disclosure.

For the Purpose of these Guidelines:

- A child is defined as anyone under the age of 18
- A vulnerable adult is defined as a person who is “18 or over who, by reason of mental or other disability, age, illness or other situation is permanently or for the time being unable to take care of him or herself, or to protect him or herself against significant harm or exploitation.
- The Parish Safeguarding Representative is an advisor to Brentor and Moor Compassionate Neighbours.
- The Co-ordinator is the designated Leader for Brentor and Moor Compassionate Neighbours (both paid employees and volunteers)
- Team Member – other members of the team (both paid employees and volunteers)

Our Commitment

1. We will carefully select, support and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration/membership of the relevant vetting and barring schemes.
2. We will respond without delay to every complaint made, that any adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
3. We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognizes the importance of understanding the needs of those who have been abused, including their feelings of alienation and/or isolation.
4. As far as we are able we will seek to protect survivors of sexual abuse from the possibility of further harm and abuse.
5. We will challenge any abuse of power, especially by anyone in a position of trust.
6. We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
7. We will follow legislation, guidance and recognised good practice.

It is the responsibility of everyone to uphold these principles. However, the Diocesan Safeguarding Team, alongside each Bishop’s office, the Chair of the Diocesan Safeguarding Management Group, and the remaining Senior Staff, will share the overall management of safeguarding across the Diocese, drawing in specialist support as needed to achieve the above.

General good practice for paid workers and volunteers

All activities will be under the leadership of the Co-ordinator who is approved by the Parish Safeguarding Representative. All paid workers and volunteers will:

- Be DBS checked as necessary.
- Be conversant with, and follow, all existing controls on relevant Risk Assessments relating to an activity.

- Check places of work for any possible hazards before the support commences, and report any problems to the Co-ordinator.
- Ensure they are conversant with the fire exits for the area of the building being used.
- Promote the safety and wellbeing of all, with a special vigilance in relation to the protection of children and vulnerable adults from harm, abuse or exploitation.
- Respect the privacy and confidentiality of all but share any information with regard to the protection of the vulnerable with the person to whom you are accountable e.g. Co-ordinator, Parish Safeguarding Representative, Parish Priest.
- Attend ongoing safeguarding training and be up to date with current practice and policies.
- Be prepared to consider that a person of any age or gender may pose a risk of harm to children or vulnerable people.
- In accordance with Data Protection Principles ensure that all documentation is securely stored in accordance with the Data Protection Policy. They will be accessed only by authorized individuals eg. Co-ordinator, Safeguarding Representative, Chairman and Vice Chairman of the Brentor and Moor Compassionate Neighbours and Priest-in-Charge. They will be kept for 5 years.

Protocol for activities involving older children, young people and vulnerable adults

The Co-ordinator will ensure that:

- Consent Forms are completed for all clients.
- Support given to clients will entail working one-to-one with potentially 'vulnerable adults'. This decision has been made jointly between the Co-ordinator, Safeguarding Representative and volunteer. Family members should be advised if the client is vulnerable.
- In situations in which a 'vulnerable adult' is considered to have the capacity to give informed consent to being alone with a member of staff or volunteer then that person should be DBS checked and the person to whom they are accountable should be given prior information about the planned event.
- When transport is needed for an activity the details will be organised by the Co-ordinator. Anyone 'transporting' a child or vulnerable adult should be DBS checked.
- Confidentiality should not be promised to any child or young person. If you are made aware of any pastoral issues regarding a child or vulnerable adult inform the Co-ordinator as soon as possible.

Overnight Support

In addition to the above Activity Team Leaders will ensure that:

- The Parish Safeguarding Representative is informed.
- A written risk assessment is carried out and shared with the Parish Safeguarding Representative.
- Adults sleep in separate but adjacent quarters to vulnerable adults.

What to do in the event of disclosure of abuse from a child or vulnerable adult

- If a child or vulnerable adult asks to speak with you confidentially you should respond positively but let them know that you may have to share information if you think they may be at risk or someone else may be at risk.
- Listen and allow the child or vulnerable adult to speak without interruption.
- Don't ask questions or probe but you may clarify points.
- Let them know what you are going to do.
- Observe and record any injury but do not examine.
- As soon as possible record the event. It is important to use the persons' own words. Sign and date the document. Do not investigate.
- Share information as soon as possible with the Safeguarding Representative or nominated person. An ideal process might be that the team member informs Safeguarding Representative, who informs the Priest-in-Charge. Priest-in-Charge then has a duty to inform the Diocesan Safeguarding Advisor. In the absence of the Priest in Charge the Safeguarding Representative will inform the Diocesan Safeguarding Advisor.
- If there is significant concern all citizens have a duty to inform the police and/or children's services without delay. Discussion with Children's Services can give guidance on whether or not the parent/guardians or carers should be advised of the disclosure.
- The Childline telephone number is on display on the Church notice boards. Childline workers are sanctioned to maintain confidentiality in relation to a child. They are skilled at helping them to take the next step.
- **Refer to Diocese 'What to do if you are worried about a Child or Vulnerable Adult is at risk of abuse' Page 7 – for detailed guidance.**

These guidelines aim to protect children and vulnerable adults. It is difficult to plan for every situation. If a staff member or volunteer finds themselves outside of guidelines at any point this should be reported as soon as possible to the relevant Safeguarding Representative – even if this is after the event.

Signatures

I have read and understood the above document. I am committed to complying with these guidelines and ensuring other members of the team do so.

Safeguarding Representative

Name..... Signature.....

Landline Number..... Mobile Number.....

Date.....

Chair of the Committee

Name..... Signature.....

Landline Number..... Mobile Number.....

Date.....

Useful Contacts

Diocese resources - <http://www.exeter.anglican.org/church-life/safeguarding/resources/>

Childline – 0800 1111

South West Child Protection Procedures www.swcpp.org.uk

Child Exploitation and Online Protection Agency www.ceop.org.uk

NSPCC Safe (Safe Activities for Everyone) Network www.safenetwork.org.uk

Children and Young Peoples Services (CYPS) area contact numbers:

Duty Social Worker 01392 384121

(9am - 5pm Monday to Thursday, 9am – 4pm Friday)

Out of hours for CYPS (Social Care):

5pm -9am and at weekends and public holidays, please contact:

Emergency Duty Service 0845 6000 388 (low-rate call)

The Devon Multi-agency Safeguarding Hub (MASH): 0345 155 1071

email: mashsecure@devon.gcsx.gov.uk

MASH Consultation Line 01392 388361/2

The MASH:

- Manages contacts and referrals received from any source (usually CYPS and Police 121A reports). Develops a document recording the concern information and all other available information in the Hubs within agreed timescales and makes an informed decision using all of the available information.
- Develops concern information into a referral to social care if services are required under section 17 or section 47 of The Children Act 1989.
- Liaises with the Early Response Service for children and young people who need services but do not meet The Children Act 1989 threshold.

Police Emergencies: 999

Police Non-Emergencies: 101

Devon Safeguarding Children Board (DSCB): 01392 386091

DSCB Office: 01392 386067

www.devonsafeguarding.org

Child Protection Chairs and Local Authority Designated Officers (LADO) for managing allegations against staff:

Allegations against staff Referral Co-ordinator: 01392 384964