Parish Safeguarding Policy

St. Bartholomew's

Wickham Bishops with

St. Nicholas, Little Braxted

The Parochial Church Council (PCC) of St Bartholomew, Wickham Bishops & St Nicholas, Little Braxted here takes seriously its responsibility to protect and safeguard the welfare of children and vulnerable adults.

This Safeguarding Statement applies to all who make up the church 'workforce' which includes all clergy, holders of Bishop's licence or permission, those commissioned or authorised by the Bishop, those, paid or unpaid, who hold positions of responsibility in a parish and work with children or vulnerable adults, and those with representational parish ministry, for example; churchwarden, organist, server & choir members

For the purposes of this document the term 'Parish' is used to denote the PCC and Incumbent who are together responsible for ensuring that diocesan safeguarding policies and procedures are implemented.

For the purposes of this document a child is anyone under the age of eighteen years.

Policy

1.The St Bartholomew, Wickham Bishops & St Nicholas, Little Braxted PCC has adopted the Church of England's Parish Safeguarding Handbook, "Promoting a safer church Oct. 2018, revised August 2019

A copy of the full relevant policy is obtainable on the Church of England's website:

www.churchofengland.org/safeguarding and a hard copy is kept accessible in St Bartholomew's Church Vestry.

2. The Parish Safeguarding Officer (PSO) at St Bartholomew, Wickham Bishops & St Nicholas, Little Braxted is Norma Hayward and she has been appointed by the PCC.

Record Keeping

- Remember any records may be required by the police for use in court proceedings, so it is important that the guidelines below are followed closely.
- Write your record as soon as possible after the event.
- Record the date and time that you made the record.
- Make sure your name and role are included in the record
- Sign and date the record
- Make sure that the record is legible (use black ink) and kept in a safe place (for example a locked filing cabinet).
- Make sure that the record is accurate, balanced and objective.
- Include facts and observations.
- Do not sanitise any language, it is important to use the words the child or adult uses.
- If you want to record locations/details of injuries use a body map diagram.

A 'Safeguarding Sheet' is available on the safeguarding pages of the diocesan website to guide you through recording your safeguarding concerns, conversations or other issues.

These sheets are also available in the Red Box File in the vestry.

Taking Action

If you are aware of a safeguarding concern you should take the following steps:

Ensure the safety of any victims. In an emergency situation call 999

• Inform the Diocesan Safeguarding Team:

01245 294444

- This should be done within 24 hours of the disclosure being made,but you should still contact the DST even if it has been longer than 24 hours.
- Make a record
- write down what has happened or what has been said and store your record securely.
- If an allegation is made against anyone in the church (including the incumbent) **do not** speak to this person about the allegation.
- Suspicions must not be discussed with anyone other than the Parish Safeguarding Officer, Chair of PCC or in the absence of these, a named deputy, known to the PCC secretary.

Statement of Commitment

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others

To bring this about the Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.

- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

The most important point to bear in mind is, if in doubt about any safeguarding matter contact the Diocesan Safeguarding Team (DST) whose job it is to offer advice, guidance and support in all situations in which a child or adult may be at risk. For this purpose the DST can be contacted at any time on;

01245 294444

Parish Safeguarding Officer (PSO)
Name: Norma Hayward
Contact Details: 01621 852010, 07821 984865,
jhaywa@globalnet.co.uk

Diocesan Safeguarding Team
Contact Details: 01245 294444 (24/7) or email: safeguarding@chelmsford.anglican.org

Safeguarding contact details for Essex County Council

Children's Services: 0345 603 7627
Urgent & 24 hrs contact 0345 606 1212
escb@essex.gov.uk

Adult Services: 0345 603 7630
Urgent & 24 hrs contact 0345 606 1212

National Helplines

Childline: 0800 1111

NSPCC: 0808 800 5000

Domestic Violence Helpline: 0808 2000 247

MACSAS (Ministers and clergy sexual abuse survivors):
08088 01 03 04 www.macsas.org.uk

Mencap Learning Disability Helpline: 0808 808 1111

VOICE UK (For people with learning disabilities who have experienced crime or abuse): 0808 802 8686

StopItNow! (For anyone who may need help preventing abuse, even in themselves): 0808 1000 900

Women's Aid (Seeking to end domestic violence against women and girls): 0808 2000 247www.womesaid.org.uk
Samaritans: 116 123