

Parish of St David's Church, Moreton-in-Marsh with St Mary's Church, Batsford

Safeguarding Policy (Revised February 2015)

Staff = Claire, Ben, Steve, or a paid youth and children's worker.

Leader / team member = any volunteer who serves in any area of the youth and children's work.

Items which are particularly relevant to those working with children are highlighted

1. The PCC accepts the Diocesan policy on working with Children and Young people (downloadable in full <http://www.gloucester.anglican.org/parish-life/safeguarding/safeguarding-resources-/safeguarding-resources-.php>)
2. The PCC seeks to provide a caring, warm and consistent atmosphere and environment in which children and young people can develop and grow, and in which they can learn about the Christian faith in safety. Children and young people will be treated as individuals and with equal concern.
3. The PCC appoints Ben Thompson and Claire Mason to be responsible for implementing and monitoring the PCC's policy on the PCC's behalf.
4. Therefore the PCC:
 - I. Recognises the following areas of work with children and young people in the areas of **Sunday Club (all groups), Pathfinders, Crèche, Bridge, Big Fish, Family Service orchestra, Open the Book, Women's Bible Study crèche, Mums and Tots, Jam Club, Holiday Clubs, Messy Church and all youth / children's weekends away or days away (including the church weekend away).**
 - II. Will ensure that everyone involved in the care of children and young people, whether through paid employment or volunteer roles are personally made aware of the diocesan policy and the PCC policy.
 - III. Will ensure that everyone involved in the care of children and young people (*existing and in the future from the date the PCC policy is accepted*) will be interviewed by the parish priest, or appropriate other and asked to complete the disclosure form which will be checked by a diocesan countersignatory. (It will be strictly confidential and, except under compulsion of law will be seen only by the above named person or those acting on the Bishop's behalf).
 - IV. Will ensure that everyone applying to be involved in the care of children and young people will be interviewed by the Rector, or appropriate other.
 - V. Will ensure that completed forms are appropriately held in church records. All information on workers with children and young people should be kept locked away safely and confidentially.
 - VI. Will ensure it reviews its employment and volunteer recruitment practices so that every position sets out clearly what level of disclosure (where appropriate) applies, that no one is active in that role until the required disclosure has been received, and any subsequent risk assessment has been completed satisfactorily.
 - VII. Will ensure that candidates for a paid post or volunteer position submit in writing any convictions or other disqualifying behaviour that might be revealed in the disclosure process in order to assist the recruitment decision process. (This information will only be taken into account when relevant to the post in question. It should be submitted in an envelope clearly marked 'Private and

confidential' and handed to the person specifically identified for this purpose in the recruitment process).

- VIII. Will ensure that it complies with the rolling programme of (DBS) rechecks that are administered through the diocese.
- IX. Will ensure everyone involved in working with children and young people are clear of the nature of the work they have agreed to do and the name of the person to whom they are responsible as well as how to respond to allegations. A template is provided in appendices 4 and 5.
- X. Will ensure that training opportunities are encouraged.
- XI. Will ensure that the PCC (or designated PCC members) and the Diocesan Human Resources Manager are informed of the names of those who work with children and young people and will be notified of any changes.
- XII. Nominates Judith Hartridge to be the Safeguarding Co-ordinator to whom all cases of suspected or alleged abuse must be reported immediately.
- XIII. Will make adequate provision for insurance cover for all activities for children and young people in line with the House of Bishop's guidance.
- XIV. Will make a copy of this policy available to all employees and volunteers of this church, and to parents/guardians.
- XV. Will review this policy annually and ensure that a copy of this policy will be presented to the Archdeacon at the Visitation.
- XVI. Will ensure that any individual organisation renting/using its' premises for activities involving children and young people, are aware of their own individual responsibilities to have appropriate safeguarding policies and processes in place.
- XVII. Will inform the statutory agency of any suspected criminal offenders or concerns that we are made aware of in respect of our contact with children and will inform and work closely with the Diocesan Human Resources Manager and all statutory agencies throughout.
- XVIII. Will treat applicants who have a criminal record fairly and not discriminate because of a conviction (see the policy in Appendix 8).
- XIX. Will offer informed pastoral care to any child, young person or adult who has suffered abuse and provide them with details of local and national support agencies.
- XX. Will work closely with the diocese to ensure that we effectively supervise and support any member of our church community known to have offended against a child.
- XXI. Will work closely with the diocese in ensuring appropriate people are trained and updated on good practice, legal changes etc.
- XXII. Will ensure that a copy of this policy will be displayed on the parish notice board alongside a ChildLine poster which can be downloaded from www.nspcc.org.uk free of charge.

Further information about Safeguarding at St David's and St Mary's can be found in two other documents:

- Safeguarding Reference Documents (including Diocesan policies and guidelines)
- Good Practice in Caring for Children (including information about ratios, parental consent, good practice and abuse)