

# **The Parish of Wadsley**

## **SAFEGUARDING POLICY**

### **PROMOTING A SAFER CHURCH**

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 10<sup>th</sup> February 2022

#### **POLICY STATEMENT**

Wadsley Church takes the safety and well-being of all people, but especially children, young people and vulnerable adults, very seriously. It is the responsibility of all those associated with Wadsley Church to protect children, young people and adults from physical, emotional, sexual, financial, spiritual abuse, neglect and to report any such abuse that is discovered or suspected. Wadsley is fully committed to adopting and fulfilling good policies to ensure that the church's activities are of the highest possible standards.

#### **AIMS AND VALUES**

##### Young People

Wadsley Church aims to be a place where children have fun, learn, and thrive, in an environment where they know that they are valued and loved. Where appropriate, they will understand who God is, experience His love through Bible stories, worship, and prayer, and becoming life-long disciples, who in turn lead others to Jesus. We intend our church to be a place where children develop their God given potential. It is essential our church is a safe place at all levels for children and that they are treated with respect at all times.

##### Vulnerable Adults

We recognize that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some point in our lives. As members of this parish we commit ourselves to: - Respectful pastoral care for all adults to whom we minister; safeguarding of people who may be vulnerable, ensuring their well-being in the life of this church; promoting safe practice by those in positions of trust, and promoting the inclusion and empowerment of people who may be vulnerable.

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.

The Parish will:

- Create a safe and caring place for all.
- Display details of organisations who may be able to support anyone who is currently, or has in the past, experienced abuse of any kind.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures and inform Church House of the details of the PSO.
- 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. This may include DBS checks, confidential declarations, references and safeguarding training depending on the role.
- Ensure that there are always appropriate ratios of adults to children or young people, with a minimum of two adults with a group at any time.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.

**The Parish of Wadsley  
SAFEGUARDING POLICY  
PROMOTING A SAFER CHURCH**

- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs as well as displaying copies of this policy and our policy statement on Domestic Abuse.
- 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 a social media policy, health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Ensure that parental consent forms are completed and reviewed annually for anyone aged under 18 and that registers are taken for any groups or events where parents/guardians do not attend with their child/ren.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually and send updated policies to Church House.

**Church Bookings**

Any organisation working with children and young people or vulnerable adults seeking to book church premises will have it drawn to their attention that they are responsible for Safeguarding. They will be expected to confirm they have a Safeguarding policy and appropriate insurance and sign to this effect on the booking form. Individuals booking church premises for private functions will have Safeguarding drawn to their attention and sign on the booking form to accept that it is their responsibility to protect children at that function. Individuals booking private functions will have insurance liability drawn to their attention and sign to accept that they are responsible for safety issues beyond that of the building and fittings. This is the responsibility of the Treasurer and Bookings officer.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

This church appoints **Emily Kittle** as the Parish Safeguarding Officer

Incumbent .....

Churchwardens .....

Date:

**APPENDIX - SALTED**

Designated Safeguarding Lead: Emma Fenn

Designated Safeguarding Deputy: Abigail O'Brien

**SPECIFIC SAFEGUARDING RESPONSIBILITIES**

# **The Parish of Wadsley**

## **SAFEGUARDING POLICY**

### **PROMOTING A SAFER CHURCH**

**ATTENDANCE** Salted staff will be responsible for keeping a register of those attending sessions and for reporting this daily to the relevant school and/or Sheffield Council. Where students do not attend, reasonable efforts should be made to make contact with parents/carers and check young people are safe and well.

**COMMUNICATION WITH PARENTS** Parental consent forms, including emergency contact details, must be completed for all young people, and must be available to group leaders at any time. This applies whether meeting on church premises or elsewhere. Staff will also ensure that parents, carers and school contacts have the relevant contact details for SALT.ed staff.

**COMMUNICATION AND REPORTING CONCERNS** An independent party (Dan Brown or Emily Kittle) will be on hand if a young person wishes to make a complaint or discuss safeguarding concerns they may have. These people will be available to speak for the young person in such matters. A notice will be displayed in order to inform people about who this is and how to contact them. We will ensure that our safeguarding policy and all supporting documents are available to be viewed by children, young people, schools and parents. The bullying policy will be shared with young people and they will be asked to sign up to an agreed code of conduct.

**CONTACT WITH OTHER GROUPS OR SERVICES** We will take measures to ensure that contact between young people attending SALT.ed and either children or adults attending other groups is minimal, unless appropriately supervised in a pre-arranged activity, to ensure that all young people and vulnerable adults are protected. This is to minimise the mutual possible risk posed by young people to vulnerable adults and children, and possible unsuitable adults to young people.

**DATA PROTECTION** All information provided to the Church by young people, parents, the council or the school, will be kept confidential. General information will be kept for no more than two years after a lack of engagement with those involved. After this time, safeguarding information will be archived and stored in a locked cabinet. It can be requested by the respective parties. All electronic devices will be password protected and these passwords will only be shared with appropriate members of staff or group leaders. All physical copies of learner data will be locked away and keys will only be made available to appropriate members of staff.

**TRAINING AND REVIEW** All members of staff will attend Safeguarding training by the Diocese and/or the Local Authority. Safeguarding issues will be dealt with as they arise and policies will be discussed and reviewed in regular Team meeting. All volunteers will be briefed about their safeguarding responsibilities and trained in safeguarding policy and practice as part of their induction.

**INDIVIDUAL RISK ASSESSMENTS** Each young person will have an individual risk assessment based on their needs. This will be established in conversation with the key school contact and parents/carers, and reviewed and updated regularly and in response to any incident.

**CORONAVIRUS ADDENEDUM** Where remote working needs to take place as part of the SALT.ed project (such as in the case of Covid-19), staff will work from appropriate areas of their house that is not their bedroom and parents/carers will also be asked to make sure students are engaging with staff in an appropriate area of their house. Where possible children and young people should be in a semi-public area of the house, and the Wadsley Church staff member should be aware of anyone in their own home around them and make sure they are in a space away from others in the household, that could over hear the conversation. Video calls should be recorded. All safeguarding recording should be adhered to as usual and Wadsley Church GDPR policy continued to be followed. In the case of the setting being closed due to lockdown, isolation, confirmed cases or staffing issues due to Covid-19, staff will carry out Safe and Well checks as deemed appropriate in communication with the referring school and/or Sheffield City Council. All safeguarding procedures should be adhered to as usual and any concerns

**The Parish of Wadsley  
SAFEGUARDING POLICY  
PROMOTING A SAFER CHURCH**

passed on through the usual channels. Where other agencies are not operating as usual, any issues should be directed to the Sheffield Safeguarding Hub.

REFERENCE DOCUMENT Keeping children safe in education: for schools and colleges, DfE 2020