

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

Previous versions of this policy were accepted on: September 2020, 10th February 2022, 20th July 2023, 18th July 2024, 24th September 2025

This version of the Safeguarding Policy was approved by the PCC on the 15th January 2026

This policy is due for re-evaluation by the: 16th January 2027

The Parish of Wadsley SAFEGUARDING POLICY PROMOTING A SAFER CHURCH

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 15th January 2026

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, psychological abuse, abuse of power, 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.

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

- 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 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.

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

Priest In Charge 

Churchwardens  

Date: 15th January 2026

The Parish of Wadsley SAFEGUARDING POLICY PROMOTING A SAFER CHURCH

Safeguarding Procedures

These procedures apply to anyone coming into contact with children, young people or vulnerable adults during their work or volunteering with Wadsley Parish Church. All workers, whether paid or voluntary, working for church-based organisations, will be informed of the policy by the vicar, the Safeguarding Officers and group leaders. They will be expected to accept the policy and guidelines and work according to the requirements.

Recognising signs of abuse

All staff or volunteers working with children, young people or vulnerable adults will complete Basics and Foundations safeguarding training which covers recognising signs of abuse. Further information can be found at:

<https://learning.nspcc.org.uk/child-abuse-and-neglect>

<https://www.nhs.uk/conditions/social-care-and-support-guide/help-from-social-services-and-charities/abuse-and-neglect-vulnerable-adults/>

Responding to concerns

If anyone is in immediate danger you must contact 999

If you have a concern about a child or vulnerable adult or if a disclosure is made to you, you should report this to

Emily Kittle – Parish Safeguarding Officer safeguarding@wadsleychurch.com 07719477547

Rev. Dan Brown – Vicar danbrown@wadsleychurch.com 07723009488

This must be done as soon as possible and within 24 hours of a disclosure or recognising potential signs of abuse.

Cause for Concern forms are available in on the safeguarding noticeboard in Church to be used to record concerns or disclosures.

Concerns or disclosures should be kept confidential – this means that only people who need to be made aware should be told. This would normally be the PSO and/or Incumbent, Diocesan Safeguarding Officer and any registered bodies who may be involved as a case progresses.

You can also contact the Diocesan Safeguarding Advisors if you do not wish to speak to Dan or Emily - their details are on our website and on the safeguarding notices in the Church and Church hall.

It is the responsibility of the PSO or Incumbent to contact the Diocesan Safeguarding Advisors, within 24 hours, where concerns or disclosures are raised about, or disclosed by, children, young people or vulnerable adults and

The Parish of Wadsley SAFEGUARDING POLICY PROMOTING A SAFER CHURCH

to follow their guidance. If it is not possible to contact a DSA, for example over a weekend, then thirty one:eight should be contacted on 0303 003 11 11 and their advice should be followed.

If an allegation is made against a staff member or volunteer working with children, young people or vulnerable adults the PSO, PCC and Incumbent will follow all guidance given by the Diocesan Safeguarding Advisors and the Diocese of Sheffield and that person will be asked to step down from the role until a resolution is reached.

Safeguarding Information

Safeguarding cards with the Church of England guide to reporting concerns are available for any member of the Church in the purple safeguarding folder in the Church office and on the safeguarding board in Church. Each PCC member is also given a card.

Blank sheets for reporting any concerns or allegations are also kept in this folder.

The Safer Church document is displayed on the Safeguarding notice board.

Supervision of Children and Young People

We will carry out DBS checks as appropriate, following DBS guidelines, on all volunteers or employees who work with Children or young people to ensure that no unsuitable adults have unsupervised access to children. We will also ensure that there is always more than one adult present supervising groups of children. Where more than one activity is taking place at once in the same space we will take measures to avoid members of the different activities coming into contact unless appropriately supervised in a pre-arranged activity, to ensure that all young people and vulnerable adults are protected. We will also follow national guidelines regarding ratios of adults working with under 18s.

Registration and Parental Consent

All groups working with under 18s will keep a register of those attending each session, including any adults at sessions, whether leaders, parents or other adults responsible for a child or young person. Parental consent forms, including emergency contact details, must be completed for all unaccompanied participants under 18, and must be available to group leaders whenever the group meets. These forms must be completed annually to ensure that any change in information is available for group leaders. This applies to all groups, whether meeting on church premises or elsewhere. It is the responsibility of the children's or youth worker as appropriate to gain parental consent for photographs and videos, using the principles in the Diocesan Guidelines (as per the [CofE Safeguarding E-Manual](#)). This information will be stored as per Wadsley Churches Data Protection Policy and are

The Parish of Wadsley

SAFEGUARDING POLICY

PROMOTING A SAFER CHURCH

stored digitally using the Churchsuite system. Permissions should be checked before sharing any photos as parents/carers may change this information online at any time during the year.

Insurance The PCC will ensure that there is adequate insurance cover for all activities for children and young people.

Recruitment All recruitment to paid or voluntary positions will follow the guidelines laid out in the Church of England's Safer Recruitment and People management Guidance. This will include an application process, taking references, role descriptions and DBS checks where relevant.

Activity Review Group leaders and helpers should always have the opportunity to feedback following activities they have been involved in. This may be in a formal team or individual meeting or through an informal conversation or message following the activity. Any feedback should be carefully considered by the ministry lead, particularly where it relates to health and safety or safeguarding, and any necessary changes put into place prior to the next activity.

Bullying Wadsley Church recognises its duty of care and responsibility to safeguard all participants from harm and, as such, will not tolerate bullying. The church will ensure that all reported incidents are investigated and responded to, with the involvement of parents or carers where appropriate. It is the responsibility of the PCC to ensure that all employees and volunteers are given access to information, guidance and/or training on the prevention of bullying.

Fire Regulations and Security All group leaders will be aware of fire regulations and the position of fire extinguishers. They will be vigilant as to the presence of anyone on the premises during the meetings of the groups who is not a part of their activity and should know who to contact if there is someone onsite that is not expected to be there. They should know who to contact in an emergency relating to the building. Signs will be available in both the Church and the Church hall with contact details for the relevant people.

Food Hygiene If any group is involved in the preparation or selling of food, at least one leader should have completed a basic food hygiene and safety course to ensure good practice is followed.

First aid and accidents When running activities where under 18s are present without a responsible adult we will have at least one adult present who has a valid first aid certificate. In the event of an accident, an incident and accident report form should be completed. This should be kept securely in a marked file. Parents/Carers and the youth or children's worker as appropriate should also be informed of any incident occurring to children and young people. This is the responsibility of the group leader. We will have a nominated person with first aid responsibility

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

at all events – but this person may not be a first aider, rather will be in charge of pointing people to the first aid kit if needed.

Social Media All those using social media, text messaging and e-mail to communicate with children and young people and/or vulnerable adults will adhere to the Diocesan guidelines. Best practice is to communicate with young people through a parent or responsible adult and not to use private messages but rather to use group message with another leader to communicate with the group as a whole. See Wadsley Social Media Recommendations and Diocese of Sheffield Social Media Policy. Anyone who is an administrator for Youtube, Whatsapp, Instagram or Facebook or with website login details, will sign the Wadsley social media administrator agreement.