



Policy for Safeguarding Children, Young People and Vulnerable Adults

1. This policy is in line with the policy of St Albans Diocese which is to accept and follow the House of Bishops' 'Promoting a Safer Church' policy statement (published in 2017). The policy has been developed after reflection on the community we serve and the needs of those who join together in worship.
2. The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all.

Principles

3. The PCC of St. Peter & St. Paul, Kimpton are 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; and
 - Responding to those that may pose a present risk to others.

Our responsibilities

4. As a PCC, we accept that, through those who work for our Church, we are responsible for children who are entrusted to us by their parents. This applies in the church building, on church property, other premises being used and during church activities. Responsibility extends to travel between places, when it is organised by the church. The PCC will also have due regard to safeguarding guidance issued by the House of Bishops and St Albans Diocese.
5. In particular, we will:
 - Carefully recruit, select and train all those with any responsibility for children within the Church in line with the House of Bishops' Safer Recruitment practice guidance, including the use of criminal records

disclosures and registration with the relevant vetting and barring schemes;

- Respond without delay to every complaint made which suggests that an adult or child may have been harmed, co-operating with the police and local authority in any investigation; and
- Seek to challenge any abuse of power, especially by anyone in a position of trust.

6. In addition we will:

- Seek to promote informed pastoral care with anyone who has suffered abuse, developing, with him or her, appropriate support; and
- Seek to offer pastoral care and support, including supervision and referral to proper authorities, of any member of our church community known to have offended against a child or vulnerable adult.

Supporting policies

7. This policy is supported by the following policies:

- our Code of Safer Working Practice which is at Appendix A.
- our statement on domestic abuse which is at Appendix C (separate).
- guidance from the St Albans Diocese on working with children at Appendix D (separate).
- guidance from the St Albans Diocese on supporting vulnerable adults at Appendix E (separate).

Specific roles

8. Simon McCullough is the PCC's nominated Child Protection Co-ordinator and Parish Safeguarding Officer (PSO) who will work with the incumbent and PCC to implement policy and procedures. The PSO will ensure that any concerns about a child or the behaviour of an adult are appropriately reported both to the statutory agencies and to the Diocesan Safeguarding Officer and the police or local authorities where this is advised.
9. Kate Clayton is the PCC member who is registered as a recruiter with the Churches' Child Protection Advisory Service (CCPAS) Disclosure Service and will ensure all necessary criminal record checks are undertaken.
10. A list of contact information to report safeguarding concerns is included at Appendix B.

Review

11. This policy is subject to regular review by the PCC. However, we recognise that it is people who protect and not policies and procedures.

12. The Parish Safeguarding Officer will regularly report on safeguarding in the parish. Safeguarding will be a standing agenda item at each PCC meeting. At the APCM the PCC will provide an annual report in relation to safeguarding. In the PCC's annual report will be a statement which reports on progress and a statement as to whether or not the PCC has complied with the duty to have 'due regard' to the House of Bishops' guidance in relation to safeguarding.

Approved by the PCC – July 2019

Developed by Simon McCullough (Parish Safeguarding Officer)

A handwritten signature in black ink that reads "Simon McCullough". The signature is written in a cursive style with a prominent flourish at the end of the name.

APPENDIX A

Code of Safer Working Practice

Guidelines for Individual Workers

All individual workers for St. Peter & St. Paul, Kimpton should:

- Treat all children and young people with respect and dignity;
- Ensure that your own language, tone of voice and body language is respectful;
- Always aim to work in sight of another adult;
- Ensure another adult is informed if a child needs to be taken to the toilet;
- Ensure that children and young people know who they can talk to if they need to speak to someone about a personal concern;
- Respond warmly to a child who needs comforting, but make sure there are other adults around;
- If any activity requires physical contact, ensure that the child and parents are aware of this and its nature beforehand;
- Administer any necessary First Aid with others around;
- Obtain consent for any photographs/videos to be taken, shown or displayed; and
- Record any concerning incidents and give information to a member of the Parish Safeguarding Officer.

Guidelines for PCC members

PCC members who are made aware of concerning incidents should:

- Always make notes of any child protection or other concerning incident; and
- Contact the Diocesan Safeguarding Officer (Jeremy Hirst) for advice (see list of contacts).

Registration

A registration form should be completed for every child or young person who attends activities. The form should be updated as required and include the following:

- Name and address;
- Date of birth;
- Emergency contact details;
- Medical information;
- Any special needs including activities the child is unable to take part in;
- Consent for emergency medical treatment; and
- Consent for photographs and videos if relevant.

Recommended staffing levels

Each group will have at least two adults and where possible one male and one female.

Social media

There will be no use of photographs of children without the express permission of their parents.

Venue

We will ensure:

- Venues are warm, well lit and clean;
- Toilets are available for children to use;
- Appropriate space and equipment is available for any intended activity;
- Groups have access to a phone in cases of emergency;
- Adults are aware of fire procedures; and
- A first aid kit is available.

Transport

Transport of children for church organised activities is a rare event in Kimpton. All those who drive children on church organised activities should have held a full and clean driving licence for over two years.

July 2019

APPENDIX B

Key contacts for Safeguarding Concerns

If any individual has any concerns about the safeguarding of children or vulnerable adults then the PCC of St Peter and St Paul ask that these concerns are reported immediately. All information will be treated confidentially and investigated thoroughly. A 'Promoting a Safer Church' poster with key contact details will be displayed in the church and Church House.

St Albans Diocese

Diocesan Safeguarding Adviser – Jeremy Hirst

Telephone: 01727 818107

Mobile: 07867 350886

Email: safeguarding@stalbans.anglican.org

Kimpton PCC

Child Protection Co-ordinator and Parish Safeguarding Officer – Simon McCullough

Telephone: 01438 832591

Mobile: 07443 452195

Email: mccullough_s@sky.com

PCC Recruiter – Kate Clayton

Telephone: 01438 831026

Mobile: 07806 561946

Email: ksclayton@btinternet.com