



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 Church of England safeguarding policy statement is based on 5 foundations and offers six overarching policy commitments. The PCC of St. Peter & St. Paul, Kimpton are committed to these foundations and policy commitments.
4. The foundations (further explanation of these can be found [here](#)) are:
 - Gospel
 - Human Rights and the Law
 - Core Principles
 - Good Safeguarding Practice
 - Learning from the past
5. The policy commitments (further explanation of these can be found [here](#)) are:
 - 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

6. 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 and any vulnerable adults who come to our church. 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.
7. All authorised clergy, bishops, archdeacons, licensed readers and lay workers, churchwardens and PCCs must have 'due regard' to safeguarding guidance issued by the House of Bishops. We will also be directed by the St Albans diocese safeguarding team.
8. 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.
9. 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

10. 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.
 - the [Parish Safeguarding Handbook](#).
 - the Diocese's [policy](#) on recruitment of ex-offenders.

- the Diocese's [Code of Safer Working Practice](#) with Children, Young People and Vulnerable Adults.

11. We also use Diocesan [resources](#) where we need to in order to implement these policies.

Specific roles

12. Simon McCullough is the PCC's nominated Child Protection Co-ordinator, Lead Recruiter 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.
13. Carly Tindle is the PCC member who is registered as a recruiter with thirtyone:eight the organisation which administers Disclosure and Barring Service (DBS) checks on behalf of the Church of England and will ensure all necessary criminal record checks are undertaken.
14. A list of contact information to report safeguarding concerns is included at Appendix B.

Review

15. This policy is subject to regular review by the PCC. However, we recognise that it is people who protect and not policies and procedures.
16. The Parish Safeguarding Officer will regularly report on safeguarding in the parish and will discuss any safeguarding concerns with the incumbent. The Parish Safeguarding Dashboard will be updated to reflect the current status of safeguarding arrangements. 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 – September 2025

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 clergy, PCC members, volunteers and parishioners

All in St. Peter & St. Paul, Kimpton should:

- Treat all children, young people and vulnerable adults with the respect and dignity befitting their age.
- Watch their own language, tone of voice and body language.
- Learn to control and discipline children, young people and vulnerable adults without physical punishment. This is illegal for children's workers.
- Ensure that another adult is informed if a worker needs to take a child to the toilet.
- Toilet breaks should be organised for young children.
- If known in advance, seek a parent's permission if a child, young person or vulnerable adult is to be seen on his or her own; another adult must be nearby and the child, young person or vulnerable adult must know this.
- Ensure that each group includes a female helper.
- Ensure that children and young people know that they can speak to an independent person (the Parish Safeguarding Officer) in the parish or contact Childline if they need to talk to someone.

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;
- Contact the Parish Safeguarding Officer for further advice; and
- Ensure the Parish Safeguarding Officer contacts 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.

September 2025

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

Mobile: 07443 452195

Email: mccullough_s@sky.com

PCC Recruiter – Carly Tindle

Telephone: 01438 832848

Mobile: 07740 552643

Email: carly.tindle@sky.com

APPENDIX C

Parish Statement on Domestic Abuse

All forms of domestic abuse are wrong and must stop. We are committed to promoting and supporting environments which:

- ensure that all people feel welcomed, respected and safe from abuse;
- protect those vulnerable to domestic abuse from actual or potential harm;
- recognise equality amongst people and within relationships;
- enable and encourage concerns to be raised and responded to appropriately and consistently.

We recognise that:

- all forms of domestic abuse cause damage to the survivor and express an imbalance of power in the relationship;
- all survivors (regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity) have the right to equal protection from all types of harm or abuse;
- domestic abuse can occur in all communities;
- domestic abuse may be a single incident, but is usually a systematic, repeated pattern which escalates in severity and frequency;
- domestic abuse, if witnessed or overheard by a child, is a form of abuse by the perpetrator of the abusive behaviour;
- working in partnership with children, adults and other agencies is essential in promoting the welfare of any child or adult suffering abuse.

We will endeavour to respond to domestic abuse by:

In all our activities:

- valuing, listening to and respecting both survivors and alleged or known perpetrators of domestic abuse.

When concerns are raised:

- ensuring that those who have experienced abuse can find safety and informed help;
- working with the appropriate statutory bodies during an investigation into domestic abuse, including when allegations are made against a member of the church community.

In our care:

- ensuring that informed and appropriate pastoral care is offered to any child, young person or adult who has suffered abuse;
- identifying and outlining the appropriate relationship of those with pastoral care responsibilities with both survivors and alleged or known perpetrators of domestic abuse.

If you have any concerns or need to talk to anyone please contact Simon McCullough