

## St Michael, Baddesley Clinton

# Safeguarding Policy

### Introduction

The parish of Baddesley Clinton is small with less than 250 residents. The PCC (Parochial Church Council) of St Michael, Baddesley Clinton therefore does not authorise any regular activities for children, young people or vulnerable adults. Neither does it authorise the church building to be used for any regular non-church activities which are organised primarily for children, young people or vulnerable adults. Neither does it authorise social media sites to be used in the name of the church, although it does maintain a church website and the Rector occasionally celebrates church activities through an X (formerly Twitter) account.

The PCC may occasionally authorise one-off events such as Open Days or Churchyard Activities. It may also occasionally authorise one-off non-church events (e.g. concerts) in the church building. All such one-off events will be agreed by the PCC in advance and reflected in the PCC minutes. The PCC would normally expect children, young people or vulnerable adults who attend such events to be accompanied by a parent, relative or friend who will take responsibility for them and any personal care they may need.

Similarly the PCC recognises that children, young people or vulnerable adults may come to worship in church, or attend parish functions, in which case they should normally be accompanied by a carer. We seek to provide a safe and welcoming environment. This policy is adopted to guard against any form of abuse by persons who act in the name of our parish.

### Policy Framework

In so far as they are relevant, this policy implements the expectations of the Church of England for PCCs expressed in:

- 1) Promoting a Safer Church; House of Bishops policy statement (2017)
- 2) Protecting all God's Children  
(Safeguarding policy for children and young people, 4<sup>th</sup> edition, 2010)
- 3) Promoting a Safe Church (safeguarding policy for adults, 2006)

Similarly, the PCC also adopts the safeguarding policies and practice guidance of Diocese of Birmingham.

## The Church Building

We commit to providing a safe physical environment.

A basic first aid kit and accident book is available in the cupboards under the tower.

In the event that an outside organisations is authorised to use the church premises for activities involving children, young people or vulnerable adults we would expect them to have their own safeguarding policy.

## Church Officers

A Church Officer is anyone appointed by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

The Parish Safeguarding Coordinator is Claire Hill of 165, Station Lane, Lapworth (Tel: 01564 782218). Claire will also act as Parish Domestic Abuse Contact - see the Parish Statement on Domestic Abuse.

The Parish Identity Verifier is Sophie Mathieson of 44, School Road, Hockley Heath, Solihull B94 6RA (Tel: 01564 783267)

Rector acts as the PCC Safeguarding Lead.

## Safe Recruitment

We commit to the safe recruitment of all new and current Church Officers.

The following assessment has been made of the Church Officer roles in the parish to determine appropriate DBS checks and safeguarding training requirements.

### **Safe Recruitment Requirements for Church Officers, St Michael's Baddesley Clinton**

<b>Role</b>	<b>DBS Check</b>	<b>Training Level</b>	<b>Comment</b>
Rector	Enhanced, regulated	Leadership	DBS done by Diocese
Reader	Enhanced, regulated	Leadership	DBS done by Diocese
Parish Safeguarding Coordinator	Enhanced, regulated	Leadership	
Churchwarden	Enhanced, not regulated	Foundations	
PCC member	Enhanced, not regulated	Foundations	
Sides Person	N/A	Basic Awareness	

DBS checks are made on appointment and renewed every three years. Diocesan procedures will be used.

Church Officers will be given clear instructions and information in respect of their role, adequate resources and support and regular opportunities for review.

Safeguarding Training is given on appointment and refreshed every three years. Basic Awareness, Foundations and Leadership refer to different Church of England safeguarding training modules.

Pastoral visits that are formally on behalf of St Michael's Church may only be conducted by the church officers above who have passed through diocesan procedure for DBS checks.

Policy Statement on the recruitment of ex-offenders: When recruiting to roles, the PCC will not discriminate unfairly against ex-offenders. The PCC recognises that there can be former convictions and cautions that the PCC is not entitled to know about. DBS checks will only be made where they are required. Disclosures following a DBS check or on a Confidential Self Declaration Form will be discussed with the Bishop's Safeguarding Adviser. They will not automatically result in non-appointment.

### Informing

We commit to informing the whole church community about our safeguarding policy. The policy will be available on the parish website. A copy will be displayed in church. Copies of the policy will be specifically passed to the Church Officers identified above. A "Need to Talk" poster will be displayed on the main noticeboard in church.

### Responding and Reporting Cases of Abuse

We recognise our responsibility to always respond to and report abuse in whatever context, inside or outside the church environment and will always listen to and take seriously any child, young person or adult who reports that they have been abused.

If there is an immediate danger or if medical attention is required we will immediately call the emergency services 999.

We will always report allegations of abuse and concerns about a child, young person or a vulnerable adult to the Parish Safeguarding Coordinator (unless the allegation is against the Parish Safeguarding Coordinator) and to the Bishop's Safeguarding Adviser.

We will always report all allegations of abuse against Church Officers to the appropriate statutory agency and to the Bishop's Safeguarding Adviser and co-operate with any investigation.

Serious safeguarding incidents must be reported to the Charity Commission, through the Bishop's Safeguarding Adviser and Diocesan Secretary. In accordance with CofE procedures the PCC delegates the reporting responsibility to the Diocesan Secretary. The PCC appoints the Rector, Churchwardens and Parish Safeguarding Co-ordinator as a PCC Trustee Reporting Sub-Group to make any such reports through the Bishop's safeguarding Adviser and Diocesan Secretary, to cooperate with investigations and to report back to the PCC. A member of the Sub-Group will not be involved in its discussions if that person is implicated in the serious incident.

We will keep all records in relation to safeguarding concerns, allegations and the recruitment of volunteers and paid workers securely.

### Dealing with Known Offenders

We will inform the Bishop's Safeguarding Adviser, and ensure appropriate supervision, of anyone who is known to have offended against a child, young person or a vulnerable adult who attends worship or activities organised by the PCC. We will follow all recommendations of the Bishop's Safeguarding Adviser in this regard.

### Safeguarding Action Plan

The PCC maintains a *Promoting a safer church action plan* through the on-line Safeguarding Dashboard, maintained by the Rector and the Parish Safeguarding Co-ordinator. Updated versions of the action plan are to be presented regularly to the PCC. The PCC adopts the action plans.

### Review

The policy will be reviewed each year to ensure that the policy is working effectively, that the identified Church Officer roles are still appropriate, and to ensure that it meets all current legislation, House of Bishop's and Diocesan policies and practice guidance.

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This updated policy was approved by the PCC on 11<sup>th</sup> September 2023.