



# Parochial Church Council

## SAFEGUARDING POLICY

The PCC of Swindon New Town considers the safety and protection of children, young people and vulnerable adults to be of great importance. This policy is in accordance with the Diocese of Bristol Safeguarding Policy. There is a Swindon Local Children's Safeguarding Board (LCSB), the website of which gives details of local emergency contacts and other helpful information ([www.swindonlcsb.org.uk](http://www.swindonlcsb.org.uk)).

Adherence to this policy is intended to protect children, young people and vulnerable adults from harm, and adults from any allegation of inappropriate behaviour. **It is to be used in conjunction with the PCC's Safeguarding Code of Practice.**

1. All appointments will be for a 12 month period, to be reviewed and confirmed annually from the date of appointment, by the PCC.
2. Two nominated people will be appointed by the PCC to serve as Safeguarding Representatives, their names and photographs will be displayed on each church noticeboard.
3. Role descriptions will be created as the need arises.
4. All activities will be adequately insured, in respect of both children, young people and vulnerable adults work, through the Ecclesiastical Insurance Group Parish insurance policy.
5. The PCC's policy and code of practice will be available for inspection to all those using church premises or attending church worship.
6. Access to confidential information will be restricted to clergy, the nominated Safeguarding representatives, the Bishop of Bristol and his representatives. Such information will be stored securely in both paper form and electronically and will be stored in accordance with current guidelines.
7. Responses and disclosures, suspicions or allegations of abuse will be in accordance with Diocesan policy.
8. Provision for the safe upkeep of premises, for the training of leaders and helpers, and for the general furtherance of this policy will be made by the PCC.
9. This policy and its implementation will be reviewed annually by the PCC at the PCC meeting which falls closest to the anniversary of its adoption.

### Children and Young People

In accordance with the Diocese of Bristol "Safe and Sound" guidelines, as a PCC we are committed to:

- a. developing the spiritual and social life of children and young people in a secure environment.
- b. encouraging their knowledge of and commitment to the Christian faith.
- c. the development of their personal qualities including concern for others, teamwork and independence.

**Anyone involved on behalf of the church with children and young people in the following areas must have a DBS (Disclosure and Barring Service) check:**

- Leading children's teaching groups in any of the churches of the parish
- Leading activities specially aimed at children and young people

### Safeguarding of Vulnerable Adults

Safeguarding adults within the Church is based on sound pastoral care and good practice. Understanding the needs of people with vulnerabilities will enhance pastoral ministry.

In accordance with the Diocese of Bristol Safeguarding Adults guidelines, as a PCC we are committed to:

- a. Respectful pastoral ministry to all adults within our church community.
- b. The safeguarding and protection of vulnerable people within our church community.
- c. Careful selection and training of all those with any pastoral responsibility within the parish, including the use of Disclosure and Barring Service where legal and appropriate.

- d. Responding without delay to any complaint made that an adult for whom we were responsible has been harmed, cooperating with police and the local authority in any investigation.
- e. Seeking to offer informed pastoral care to anyone who has suffered abuse, developing with them an appropriate healing ministry.
- f. Challenging any abuse of power by anyone in a position of trust.
- g. Caring for and supervising any member of our church community known to have offended against a vulnerable person.

**Anyone involved on behalf of the church, either alone or in a leadership capacity, in any of the activities listed below must have a DBS check**

- Home visits to elderly or vulnerable people for the purpose of pastoral visiting, taking communion, etc
- Activities which are specifically aimed at vulnerable adults, e.g. lunch club
- Visiting parishioners in a care home
- Visiting parishioners in their own homes

**New Activities**

Any new activity must be notified to the Safeguarding Officer and approved by one of the following:

- The Parochial Church Council
- Two officers of the Parochial Church Council, who must report to the PCC at the meeting following the approval

**Notification of DBS Checks:**

- Since June 2013, DBS stopped sending a copy of the DBS Disclosure to Registered Bodies and sends them only to the applicants. It is therefore very important that **all criminal record disclosures must be shown to the nominated person in the parish.**
- Those with clear disclosures (i.e. ABSOLUTELY NO INFORMATION UPON THEM BEYOND THE ADDRESS AND ROLE APPLIED FOR and “None Recorded” or “Not Requested”, where applicable) can be cleared for the role that they are being asked to undertake and can start appropriately.
- The Nominated Person must notify the Diocese by e-mail of the name of the worker/volunteer, the date of clearance and the certificate number.
- The names of those with a clear disclosure must be reported to your PCC Secretary so that their names can be brought to the attention of the PCC at its next meeting.

**This Policy was adopted at a meeting of the Parochial Church Council on \_\_\_\_\_**

**It will be reviewed within three years from this date.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_