

SAFEGUARDING CHILDREN

Policy and Procedures

The Parish of

NOTTINGHAM ST PETER AND ALL SAINTS

This policy is a framework that requires completion and regular review in your parish

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.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- 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.
- 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.
- 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 health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

The Parish Safeguarding Officer is:

Keith Mountford

who may be contacted at:

The Parish Office, St Peter's Centre, St Peter's Square, Nottingham NG1 2NW

Telephone: 0115 9483658

This statement was agreed by Nottingham St Peter and All Saints Parochial Church Council.

Date.....

Signed.....
(Incumbent)

Signed.....
(Lay Chair of PCC or Churchwarden.)

PROCEDURES FOR IMPLEMENTING THE PARISH POLICY

The parish of Nottingham, St Peter and All Saints

A copy of these procedures will be given to all youth and children's workers, volunteers and employees who have the responsibility for children or young people. They should sign a declaration afterwards saying that they have read and understood them.

i. Contacts

Our Safeguarding Officer is: Keith Mountford

Address:

The Parish Office
St Peter's Centre
St Peter's Square
Nottingham
NG1 2NW

Tel: 0115 9483658

ii. Contact details for the main leader of each children's group

Children's Group	Leader's Name	Address	Telephone number
St Peter's	Helen Hall	The Parish Office St Peter's Centre St Peter's Square Nottingham NG1 2NW	0115 9483658

iii. Contact Details for Named Person in each church

Church	Name Person	Address	Telephone number
All Saints' Church	Lorraine Smedley	The Parish Office St Peter's Centre St Peter's Square Nottingham NG1 2NW	0115 9483658
St Peter's Church	Lina Morgan	The Parish Office St Peter's Centre St Peter's Square Nottingham NG1 2NW	0115 9483658

iv. The following ratio of adults (over 18 years old) to children should be:

Age	Number of Leaders
0 to 2 years	1 person for every 3 children 1 : 3
2 to 3 years	1 person to every 4 children 1 : 4
3 to 8 years	1 person to every 8 children 1 : 8
Over 8 years	1 person for the first 8 children then 1 extra person for every extra 12 children

Each group is to have at least 2 adult youth workers present and a gender balance should be maintained in mixed gender groups.

In Junior Church groups at St Peter's there are always at least two adults present.

There is a National Safeguarding Policy for Bell Ringers.

1. Introduction:

This document outlines the diocesan procedures for safeguarding children and young people and dealing with allegations of abuse. These procedures aim to be in line with national policy, guidance from within the Anglican Church, and Local Authority multi-agency policies.

The overall policy of the Anglican Church for safeguarding children and young people is set out in "Protecting all God's children" (PGC). All parishes should have a copy of this for detailed reference (Southwell.anglican.org/resources/resources-safeguarding/national-resources/).

2. Our commitment:

The church, in all aspects of its life, is committed to and will champion the safeguarding of children, both in society as a whole and in its own community. It fully accepts, endorses and will implement the principle first enshrined in the Children Act 1989: the welfare of the child should be paramount.

PGC p 8:

'The Law and guidance cited is that for England and Wales and is up to date as at August 2010. The Church of England, in all aspects of its life, is committed to and will champion the safeguarding of children, both in society as a whole and in its own community. It fully accepts, endorses and will implement the principle first enshrined in the Children Act 1989: the welfare of the child should be paramount. The Church of England will foster and encourage best practice within its community by setting standards for working with children and young people and by supporting parents in the care of their children. It will work with statutory bodies, voluntary agencies and other faith communities to promote the safety and well-being of children. It is committed to acting promptly whenever a concern is raised about a child or about the behaviour of an adult or someone under the age of eighteen in a position of trust, and will work with the appropriate statutory bodies when an investigation into child abuse is necessary.

It is also committed to the support of those who have been abused and to listening to the voices of the survivors, who can help the Church learn lessons from the past.'

We are committed to actively work within the framework of good practice set out in the Nottingham and Nottinghamshire inter-agency framework of standards for good practice.

3. Identifying Abuse

Abuse is a violation of an individual's human and civil rights by any other person or persons.

Examples of Abuse:

National guidance identifies four examples of abuse in relation to children:

Physical abuse may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating or otherwise causing harm to a child. Physical harm may also be caused when a parent or a carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may also involve: seeing or hearing the ill-treatment of another, for example in domestic violence situations: serious bullying (including cyber-bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual abuse involves forcing or enticing a child or young person take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact. Including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbating, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;

- Ensure adequate supervision (including the use of inadequate care-givers);
or
- Ensure access to appropriate medical care or treatment.

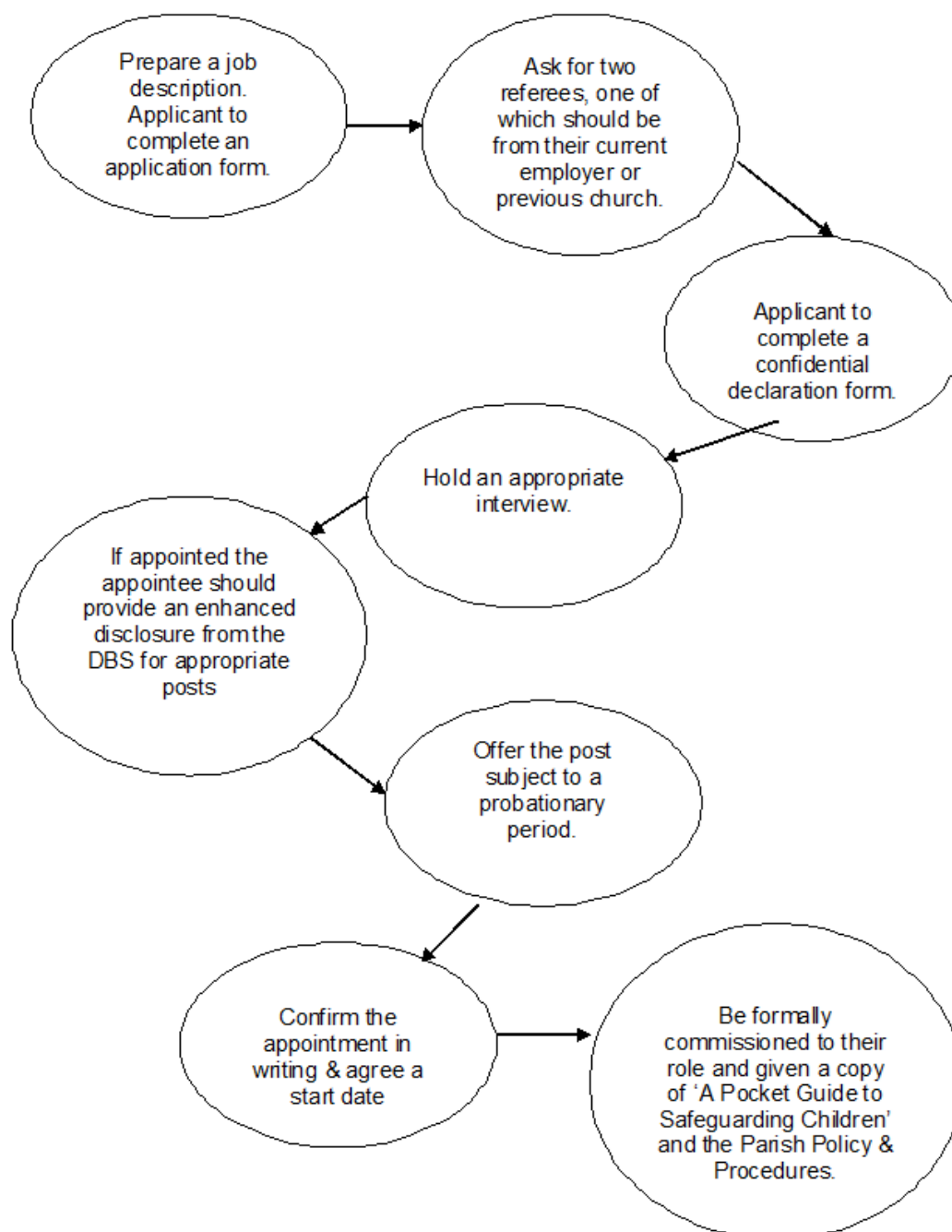
It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

4. Safe Recruiting

Those responsible for an appointment should follow the principles outlined on the next page when seeking to appoint someone to a post involving direct contact with children and young people. This follows the recommendations given by the Home Office in the Safe from Harm publication and the House of Bishops policies on safe recruitment.

The forms in the appendices section 12 of the handbook, Children and Young People First is the resource for this.

PROCEDURE TO FOLLOW WHEN APPOINTING VOLUNTEERS AND EMPLOYEES



5. Good Practice Guidelines

Every volunteer and paid worker with children and young people should be given a copy of the 'Pocket Guide to Safeguarding Children', which is available on request from the Diocesan Safeguarding Adviser. They should also be aware of Children and Young People First 2004 and specific good practice guidance is available from Protecting All Gods Children 2010, A5 Model Code of Safer Working Practice.

6. Procedure to follow in the case of suspicion and disclosure of abuse

Pocket Cards are a useful reminder of actions to take if:

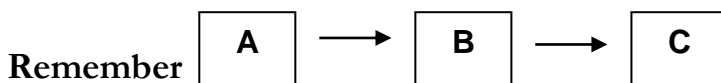
- there is an allegation of abuse
- you are concerned about a young person
- you are concerned about the behaviour of an adult
- it comes to your notice that someone may be committing abuse

In the first instance contact the Parish Safeguarding Officer.

The A to B to C process

'A' gives information to 'B' who contacts 'C'

Person having concern/taking disclosure	= A
Parish Safeguarding Officer/clergy/Paid Lay staff	= B
Safeguarding Adviser for Diocese	= C



Please **record** what you have heard, what your concerns are and what action taken. Children should be given every opportunity to learn that no-one has the right to do anything to them that makes them feel uncomfortable.

Nottinghamshire County now has a Multi-Agency Safeguarding Hub, designed to help agencies work together on safeguarding cases. The MASH is the **single point of contact for all professionals** to report safeguarding concerns. Passing information and concerns to the MASH is best done by the Diocesan Safeguarding Adviser. MASH Telephone: 0300 500 8090.

Nottingham City has a contact point in the city Telephone: 0115 915 5555.

7. Activities away from the church premises

- No child can be taken off-site for activities without the consent of their parent/guardian/ carer's permission.
- Details of the event must be given and permission slips with a request for medical details must be filled in.
- Before events take place please see your parish Safeguarding Officer to check over all the arrangement details.

- Seek the permission of the Parochial Church Council, following a risk assessment, for approval of the event so that it is covered by parish insurance or because of the nature of the activity additional insurance and safeguarding procedures may be required.
- When taking children off-site, a detailed programme and list of contacts should be left with someone in the parish.

The parish Safeguarding Officer has a sample of a form for such events.

8. Support, supervision and training of children's workers and youth workers.

Everyone should avoid working alone with children and there should always be more than one responsible adult available so that there is mutual supervision. Should one of the adults become ill or get called away, the other adult should call for additional help.

Children's and youth workers are given the opportunity to review their work with the leader of their group or another named adult. This will enable them to comment on the work they are doing, give suggestions, review and further develop their work, if they so wish, and to discuss training opportunities.

It is the responsibility of the Rector to deal with these issues.

From time to time our church may hold training events on Safeguarding. There will also be other training events held by the diocese which church staff, youth workers, volunteers and Safeguarding Officer may attend.

Information about forthcoming training events is available from the Diocesan Safeguarding Adviser about your training needs.

9. The passing on of information to new screeners and/or incumbents.

After a children's/youth worker or volunteer has resigned, information on their children's/youth work will be kept for an indefinite period, in case it is needed for references for a new position at another church or for working with children elsewhere.

Confidential/sensitive information will be passed on only by the incumbent (or a churchwarden during an interregnum). For advice please contact the Diocesan Safeguarding Adviser.

Passing on Concerns

If the PCC or church organisation has to remove someone from working with children and young people you **must** consult the Diocesan Safeguarding Adviser (Julian Hodgson Tel 01636 817983). We have a **legal duty** to refer certain information to the Disclosure and Barring Service (DBS) and consult the Local Authority.

10. Implementation of the Policy.

The Parish Safeguarding Officer will be responsible for monitoring the policy to see that it is being practiced. This includes: - ensuring that all helpers are aware of good practice guidance and making sure new work is properly risk assessed and all other tasks in the job description in CYPF 2004.

11. Procedure for regular reporting to the Parochial Church Council

The Parish Safeguarding Officer will report annually to the Parochial Church Council on safeguarding matters, new groups, new workers and training needs.

12. Training

Training is offered in the diocese.

13. Useful contacts

Diocesan Safeguarding Advisor

Julian Hodgson

Tel: 01636 817983

safeguarding@southwell.anglican.org

Nottinghamshire's Multi-Agency Safeguarding Hub (MASH) operates between the hours of 08:30-17:00 Monday to Thursday and 08:30-16:30 on Friday. If you require an urgent response outside of these hours, contact the Emergency Duty Team (EDT) on 0300 456 4546.

Nottingham City Council Child Social Care

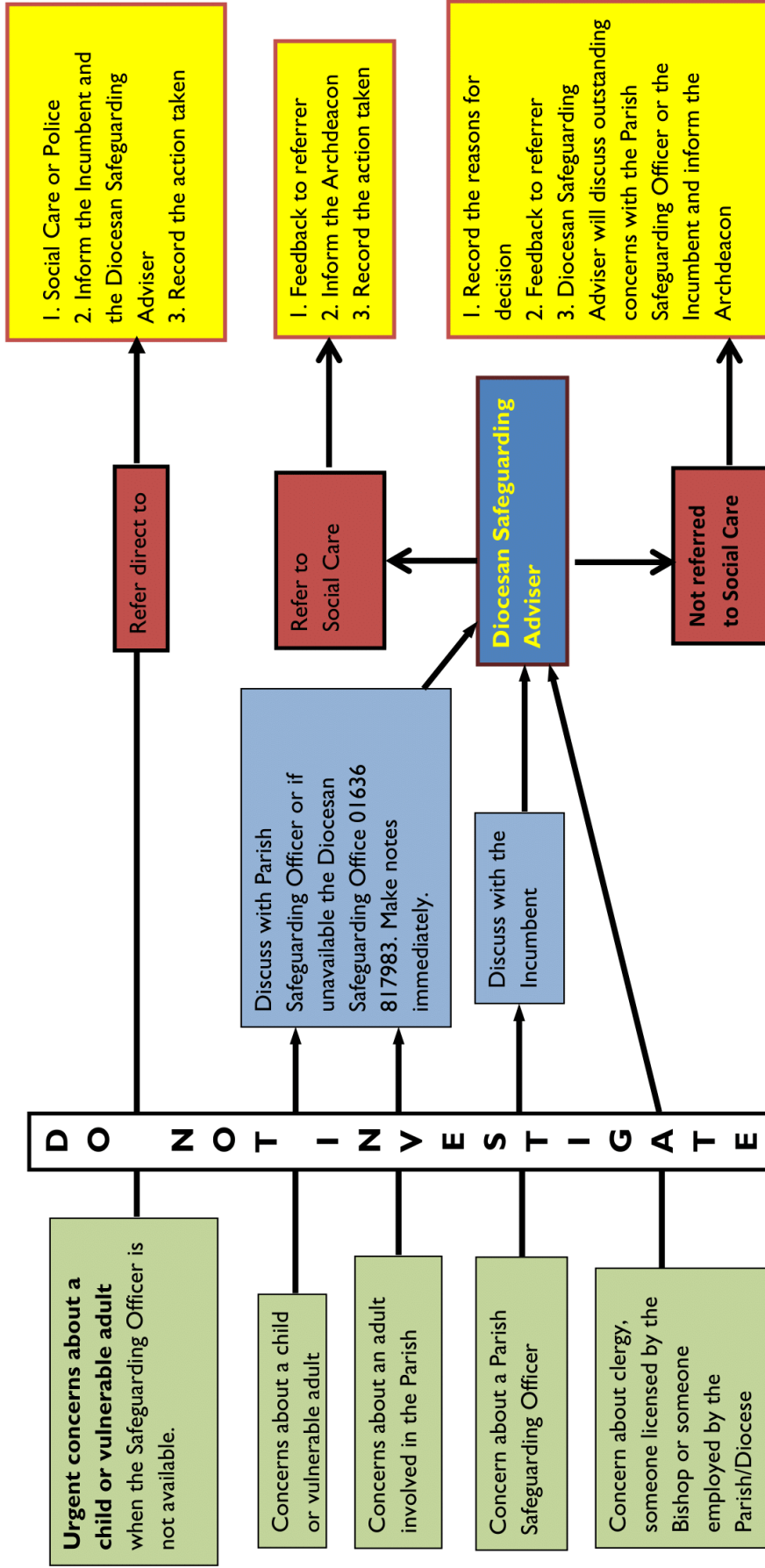
0115 876 4800 or e-mail candfdirect@nottinghamcity.gov.uk

Nottinghamshire Police,

In Emergency, 999

If less of an emergency Central Switchboard, 101

HOW TO ACT IF THERE IS A SAFEGUARDING ISSUE AT NOTTINGHAM ST PETER AND ALL SAINTS'



Parish Safeguarding Officer: Keith Mountford 0115 948 3658

Diocesan Safeguarding Adviser
 Julian Hodgson
 01636 817983
 julian.hodgson@southwell.anglican.org

The procedures and guidelines were last reviewed and agreed by the Parochial Church Council on 4th October 2023.

Signed by the incumbent:

Signed by the Lay Chair of the Church Council or a Churchwarden:

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Date for policy review

The children's and youth committee/leaders and the Parochial Church Council will review this Safeguarding Policy and how it is to be implemented by

Date: 4th October 2024

Please keep a copy for your parish records, give a copy to each of your children's and youth workers/volunteers and ensure that regular review takes place

For advice on completing this policy form please contact:

Diocesan Safeguarding Adviser: Julian Hodgson