



Seven Saints Team
NEW BURY WITH GREAT LEVER

Parish Safeguarding Checklist

The Seven Saint Team Ministry, recognise that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people. The Church is particularly vulnerable to these people. Creating and maintaining a safeguarding culture will discourage them from becoming involved for the wrong reasons and make it difficult for them to harm or abuse children or adults if they do.

To assist with the creation of a safeguarding culture each PCC (or equivalent charitable body) must:

Appoint:

-  At least one appropriately experienced designated Parish Safeguarding Officer (PSO) to work with the incumbent and PCC. This PSO should be a lay person. The PSO may also be the DBS administrator for church officers who work with children or vulnerable adults but if not, the PCC should appoint another individual. The PSO should be supported, trained, and given a copy of the parish safeguarding policy and procedures;

Safer Recruit, Support and Train:

-  Ensure that all church officers who work with children, young people and/or vulnerable adults are:
 - recruited following the House of Bishops' Safer Recruitment practice guidance.
 - aware of and work to House of Bishops' safeguarding guidance (includes both policies and practice guidance).
 - attend diocesan safeguarding training at least every three years.
-  Provide appropriate insurance to cover for all activities undertaken in the name of the PCC which involve children and vulnerable adults.

Display:

-  A formal statement of adoption of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement'. This should be signed on behalf of the PCC.
-  Contact details of the PSO, Churchwarden and any other local leaders.
-  Contact details for the Diocesan Safeguarding Team – including phone, email, and website details.
-  Information about where to get help with child and adult safeguarding issues, domestic abuse, and key helplines e.g., ChildLine, alongside of Safeguarding in parishes-who's who'
-  Provide access to a hard copy of the Diocese Safeguarding Manual – Team Safeguarding Manual kept at St George's

NA - Provide access to a hard copy Parish Safeguarding Handbook (Currently being updated via the Diocese safeguarding Team)

Respond:

-  Create an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly, and consistently.
-  Have a procedure in place to deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser.
-  Report all safeguarding concerns or allegations against church officers to the Diocesan Safeguarding Adviser.
-  To ensure that known offenders or others who may pose a risk to children and/or vulnerable adults are effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser.
-  Comply with all data protection legislation especially regarding storing information about the 'church workforce', including volunteers and any safeguarding records.
-  Ensure that an "activity risk assessment" is completed and reviewed regularly for each activity, which is associated with either children or vulnerable adults, and run in the name of the Church.

Review and Report Progress:

-  The PSO should regularly report on safeguarding in the parish. Safeguarding should be a standing agenda item at each PCC meeting. At the APCM the PCC should 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.

Other points to consider:

Are you working in an LEP?

-  If working within Local Ecumenical Partnerships (LEPs), agree which denomination or organisation's safeguarding policy to follow, including where to seek advice in urgent situations in line with the practice guidance. This decision should be ratified both by the bishop and other appropriate church leaders in the partnership and shared with the DSA; in the event of a specific safeguarding concern, ensure that all the LEP partners are notified.

Irrespective of this choice all abuse cases arising in Church of England settings must be notified to the Diocesan Safeguarding Team.

Hire out your church premises?

-  Any hire agreement with any person/body wishing to hire church premises must contain a provision whereby the person/body hiring the premises agrees to comply with the relevant safeguarding guidance issued by the House of Bishops and the diocese (see separate Model Safeguarding Provision that can be attached to any Hire of Church Premises Agreement).
-  The hire agreement should also contain a provision whereby all those hiring church premises are required to ensure that children and vulnerable adults are always protected, relevant staff have had appropriate DBS checks and that all reasonable steps have been taken to prevent injury, illness, loss, or damage occurring.

 Ensure that all those hiring church premises carry full public liability insurance for this or are covered through the church insurance (for example hire for a children's party).

Do you have a clergy vacancy?

NA - During an interregnum, the PCC must, working with the churchwardens, ensure that all information about safeguarding matters is securely stored before passing the information on to the new incumbent. The departing incumbent must give the safeguarding information to the Parish Safeguarding Officer who can pass the information on to the new incumbent when he/she takes up his new role.

 **If you have a concern and need to make contact about a safeguarding issue** **Seven Saints Safeguarding Officers:**

Deb Lyons – 07731 996925 – deblyons123@hotmail.co.uk & Lesley Durosomo – 07792 308513 – lesleydurosomo1@gmail.com

Diocesan Safeguarding Contact Details:

You can seek further advice by contacting our reception on 0161 828 1400 and asking to speak to a member of the Safeguarding Team.

The team is available between the hours of 9am until 5pm, Monday to Friday.

If you have a safeguarding referral or enquiry, please email safeguarding@manchester.anglican.org

Outside office hours

For urgent safeguarding enquiries outside of office hours (see below), please call our partners Thirtyone:eight on 0303 003 1111 (option1) for confidential advice, guidance and support.

Websites for further support

www.nspcc.org.uk (national Society for the prevention of cruelty to children)

www.womensaid.org.uk (Female domestic abuse charity)

www.restoredrelationships.org (Christian domestic abuse charity)

www.mankind.org.uk (Male domestic abuse charity)

www.stopitnow.org.uk (child safeguarding organization)

www.scie.org.uk (Social Care Institute for Excellence)

www.ceop.police.uk (child exploitation and online protection command)

www.elderabuse.org.uk (adult safeguarding charity)

www.ageuk.org.uk (adult safeguarding charity)

www.barnardos.org.uk (child protection charity)

www.theclewerinitiative.org (modern slavery charity)

www.modernslavery.co.uk (modern slavery charity)

www.macsas.org.uk (survivor advocacy charity)

Helplines for further support

- **NSPCC** - For adults concerned about a child **0808 800 5000**
- **ChildLine** - For children and young people on **0800 1111**
- Action on **Elder Abuse** helpline **0808 808 8141**
- 24-hour National **Domestic Violence** Helpline **0808 2000 247**
- **NAPAC** – Offer support and advice to adult survivors of childhood abuse **0808 801 0331**
- **Stop It Now** – preventing child sexual abuse **0808 1000 900**
- **Cruse** – bereavement helpline **0808 808 1677**