



St Michael's ALDBOURNE

St Nicholas's BAYDON

All Saints FROXFIELD

St Michael's AXFORD

St Mary's CHILTON FOLIAT

Holy Cross RAMSBURY

WHITTON TEAM MINISTRY SAFEGUARDING POLICY

The Whitton Team Benefice PCC has formally adopted the House of Bishops' *Promoting a Safer Church; Safeguarding Policy Statement*.

A copy of this Statement, together with the Team's own Safeguarding Policy and Handbook and various supporting documents, is held in the Team Office.

The Team's designated Safeguarding Representative is Mrs Marianne Adey. Any queries should be addressed to her or to a member of the clergy. Contact details for these persons, as well as the Diocesan Safeguarding Representative and various helplines, are given on the church noticeboards.

Whitton Team Ministry
Team Office
Back Lane
Ramsbury

Date: April 2019

This version (Number 5) replaces and supersedes all previous versions.

The Church of England, along with the whole Christian community, believes each person has a value and dignity which comes directly from God's creation of male and female in God's own image and likeness. Christians see this as fulfilled by God's recreation of us in Christ. Among other things, this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

The National Safeguarding Policy, "Promoting a Safer Church", adopted by Salisbury Diocese, affirms the Diocese's commitment to:

- The care, nurture of, and respectful pastoral ministry with all children and all adults;
- The safeguarding and protection of all children, young people and adults;
- The establishing of safe, caring communities which provide a loving environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse.

To this end:

- We will carefully select, support and train all those with any responsibility within the Church, in line with the principles of Safer Recruitment. We will respond without delay to every complaint made, that any adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognises the importance of understanding the needs of those who have been abused, including their feelings of alienation and / or isolation.
- We will seek to protect survivors of abuse from the possibility of further harm and abuse.
- We will seek to challenge any abuse of power, especially by anyone in a position of respect and responsibility, where they are trusted by others.
- We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of our Church community known to have offended against a child, young person or adult who is vulnerable.

In all these principles we will follow legislation, guidance and recognised good practice.

The Whitton Team Ministry is a single parish that comprises six churches in the Diocese of Salisbury:

- Aldbourne St Michael,
- Baydon St Nicholas,
- Chilton Foliat St Mary,
- Froxfield All Saints and
- Ramsbury Holy Cross with Axford St Michael.

The Team is committed to the safeguarding and protection of all and affirms that the needs of children or of people when they are vulnerable are paramount. We recognise that none of us is invulnerable but that there is a particular care for those whose vulnerability is increased by their age, by situations, by disabilities or by reduction in capacities. It is recognised that this increased vulnerability may be temporary or permanent and may be visible or invisible, but that it does not diminish our humanity; this Policy therefore seeks to affirm the gifts and graces of all God's people.

The Policy addresses the safeguarding of individuals and aims to support the Church in operating in line with legislation and good practice, and providing a safe, supportive and caring community for all, including children, young people, vulnerable adults, survivors of abuse and those affected by abuse.

The Whitton Team recognises the serious issue of the abuse of children and vulnerable adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual or institutional abuse or neglect. It acknowledges the effects these may have on people and their

development including spiritual and religious development. It accepts its responsibility for ensuring that all people are safe in its care and that their dignity and right to be heard is maintained. It accepts its responsibility to support, listen to and work for healing with survivors, offenders, communities and those who care about them. It takes seriously the issues of promotion of welfare so that each of us can reach our full potential in God's grace. The Whitton Team commits itself to respond without delay to any allegation or cause for concern that a child or vulnerable adult may have been harmed, whether in the church or in another context. It commits itself to challenge the abuse of power of anyone in a position of trust.

The Whitton Team commits itself to the provision of support, advice and training for lay and ordained people that will ensure that people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

The Whitton Team affirms and gives thanks for the work of those who are workers with children and vulnerable adults and acknowledges the shared responsibility of all of us for safeguarding children and vulnerable adults who are on our premises. The Whitton Team appoints

Mrs Marianne Adey

as Team Safeguarding Representative and supports her in her role, which is to:

1. support and advise the clergy and the churchwardens in fulfilling their roles
2. provide a point of reference to advise on safeguarding issues
3. promote safeguarding best practice within the churches of the Whitton Team Ministry.

The Team's Safeguarding Policy has been developed in conjunction with the *national policy document "Promoting a Safer Church"*, revised in May 2017 and adopted by the Diocese. The Guidelines contained in the Whitton Team Benefice Safeguarding Handbook have been created to support this Policy and should be read in conjunction with it. A full copy of *"Promoting a Safer Church"* is kept at the Team Office for reference, together with copies of:

- *Responding Well to Domestic Abuse 2017.*
- *Responding well to those who have been Sexually Abused. Policy and guidance for the Church of England.* 1st edition 2011
- *Safer Recruitment Practice Guidance (2016)*

1. Purpose

The purposes of this safeguarding policy are to ensure that procedures are in place and people are clear about their roles and responsibilities regarding children and vulnerable adults in our care and using our premises. It is to be read in conjunction with *"Promoting a Safer Church"* (2017).

2. Good Practice

We believe good practice means that:

- i. All people are treated with respect and dignity.
- ii. Those who act on behalf of the Church should not meet or work alone with a child or vulnerable adult where the activity cannot be seen unless this is necessary for pastoral reasons, in which case a written note of this will be made and kept noting date, time and place of visit.
- iii. The premises of each church will be assessed for safety for children and vulnerable adults. Risk assessment reports will be given annually to the PCC in written form, signed by either the Churchwardens or the designated Health & Safety representative of that church, using the form in the detailed Guidelines (Form SG 6.7– Risk Assessment) and the church's own H&S checklist (see specimen form SG 6. 17). This will include fire safety procedures. The PCC

will consider the extent to which the premises and equipment are suitable or should be made more suitable.

- iv. Any driver using his or her own vehicle for the transportation of children or vulnerable adults is responsible for ensuring the vehicle is roadworthy and comprehensively insured. (Drivers must check with their Insurance Company regarding any requirement to inform them of this use of their vehicles.)

3. Appointment and training of workers (paid or voluntary)

Workers will be appointed according to the principles of “Safer Recruitment” and after completion of an application form and a satisfactory DBS (Disclosure and Barring Service) disclosure. Each worker will be expected to read and take note of the Whitton Team Ministry Safeguarding Summary (available from the office), and to undertake Safeguarding training and/or any other training appropriate to the level of responsibility they are carrying, as agreed with the Team Safeguarding Representative(s).

4. Pastoral visitors

Specifically, Lay Pastoral Assistants (LPAs) and Pastoral Visitors (PVs) should receive Safeguarding training as soon as possible after their appointment. They should be familiar with the Safeguarding Summary. They should meet regularly with other pastoral visitors for appropriate training and support.

5. Guidelines for working with children, young people and vulnerable adults

The Guidelines are included in the Whitton Team Ministry Safeguarding Handbook and are reviewed annually. The Handbook is obtainable from the Team Office and is available to each worker with children, young people and vulnerable adults, outlining good practice. A summary of the Guidelines will be issued to workers.

6. Events with church groups off the premises

Adequate staffing and insurance will be ensured for such events. Notification of the event will be given to the appropriate PCC/LCC in advance.

7. Electronic safety

The E-safety Guidelines are included in the Whitton Team Ministry Safeguarding Handbook and are reviewed annually.

8. Other groups on church premises

Where church premises are hired or lent for outside use the hirer/user will be required to sign an agreement. If the group includes young people or vulnerable adults they will be given a copy of the summary of the Guidelines used within the Benefice, referred to above.

9. Complaints procedure

It is hoped that complaints can be dealt with internally by individual group leaders. However, a complaint may be made to the Team Safeguarding Representative (TSR). If a complaint is made to another person, it should be passed as soon as possible to the TSR who will arrange to meet with the complainant and attempt to resolve the complaint. If the complaint cannot be resolved, consideration will be given to invoking the complaints procedure of the Church of England. Details of the TSR(s), along with helpline numbers e.g. Childline, Parentline Plus, Action on Elder Abuse, Domestic Violence Forum, will be displayed in all the places under the control of the PCC/LCCs where work with young or vulnerable people takes place.

The Diocesan policy is available at <http://www.salisbury.anglican.org/parishes/safeguarding/what-to-do>

10. Review

This policy will be reviewed annually by the PCC.

11. The Safeguarding Handbook

The Handbook contains this policy, together with guidelines for working with children, young people and vulnerable adults. It will be reviewed yearly by those who lead work with children and vulnerable adults. The TSR(s) will notify the PCC and LCCs each year that this has taken place, and a log of review dates will be kept in the Master Copy of the Handbook, to be kept in the Team Office. A hard copy is available in each of the churches of the Team