

## **Sawbridgeworth Parochial Church Council**

### **Safeguarding Policy**

Safeguarding means the action taken to promote a safer culture and environment.

The PCC shall promote the welfare of children, young people and adults, work to prevent abuse from occurring, seek to protect those that are at risk of being abused and respond well to those that have been abused.

The PCC shall take appropriate steps to maintain a safer environment for all and to practice fully and positively Christ's Ministry towards children, young people and adults. It shall respond sensitively and compassionately to their needs in order to help keep them safe from harm.

In accordance with the Church of England's affirmation of the 'Whole Church' approach to safeguarding, the PCC commits to consistent policy and practice across all Church bodies and Church Officers.

Every PCC member shall have completed at least Basic Awareness, Foundation (renewal every 3 years) and Raising Awareness of Domestic Abuse (renewal every 3 years) safeguarding training, and any other training stipulated in Guidance for PCC members.

The PCC shall seek to ensure that everyone associated with the Church, who comes into contact with children, young people and adults, understands that they have a role to play. Training shall be provided as appropriate and those involved with activities for children shall be subject to DBS checks. The Hall Hire Agreement and, where appropriate, employment contracts or contracts with individuals to provide services shall include a safeguarding clause. There shall be a statement on safeguarding on the Church's website, and a commitment to safeguarding should be expressed in all adverts for paid personnel.

The PCC shall take care to identify where a person may present a risk to others and shall offer support to them while taking steps to mitigate such risks.

The PCC shall appoint a designated Safeguarding Officer, who can be contacted about any safeguarding matter. Concerned persons can also speak to the Vicar or Assistant Priest.

The Safeguarding Officer shall assist the PCC in ensuring that volunteers adhere to this policy and comply with all relevant regulations and guidelines. They shall:

- Be responsible for ensuring the PCC complies with the safe recruitment process
- Collate and clarify the precise details of any allegation or suspicion, and pass this information to the Diocesan Safeguarding Adviser
- On those occasions when it may be necessary, immediately inform the local Children, School and Families department or the Police, inform the Diocesan Safeguarding Adviser as soon as is practicable, and give due consideration to seeking medical attention as a priority
- Report regularly to the PCC and ensure such records are kept as are appropriate
- Arrange safeguarding training and refresher training, ensure DBS checks are undertaken, and monitor the expiration of safeguarding licences
- Alert the Vicar and Churchwardens if DBS checks and training are outstanding, sufficiently ahead of deadlines for action to be taken to ensure compliance
- Keep up to date with safeguarding matters of relevance to the PCC

The PCC shall consider the regular reports of the Safeguarding Officer and any additional action that should be taken. It shall review this policy at least annually and shall receive an annual report from the licensed ministers on their state of compliance, including upcoming renewal deadlines.