

**The Parish of St Matthew's Wolverhampton**  
**SAFEGUARDING POLICY & PROCEDURES**  
**PROMOTING A SAFER CHURCH**

The following policy was agreed at the Parochial Church Council (PCC) meeting held on:  
**18<sup>th</sup> March 2019.**

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.

This church appoints **Rebecca Crocker** as the Parish Safeguarding Officer.

Incumbent - Revd Matthew Hird

Churchwardens – Jack Hedger & Clare Spooner

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

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

Date 18/3/19

## **The Parish of St Matthew's Wolverhampton**

### **SAFEGUARDING POLICY & PROCEDURES**

#### **PROMOTING A SAFER CHURCH**

##### **Safeguarding Procedures**

1. The PCC will adopt the recommendations of the House of Bishops as published in 'Protecting all God's Children' (2010), 'Promoting a safe church' (2006), and 'Promoting a Safer Church (2017)'. These can be found as hard copies in the church office.
2. The PCC will ensure full compliance with Health and Safety Guidelines.
3. The PCC is directly responsible for the following groups which include children and young people:
  - a. JAM Groups (during Sunday morning worship, ages 0-14)
  - b. Baby & Toddler Group
  - c. BASIC Youth Group (age 12+)
4. Any groups that hire the Church Hall whose activity involves work with children, young people or adults who may be vulnerable, will satisfy the PCC (represented by the Hall Bookings Coordinator) that they have a safeguarding policy in place prior to commencing. If they do not have their own policy the Hall Booking Coordinator will present their own safeguarding policy for the group to implement.
5. Working with children and young people.
  - a. Leaders must be aged 18 or over working with children and young people. Under 18s may assist with leadership but must be supervised at all times.
  - b. Applicants will be required to follow the Safer Recruitment Process – as outlined in the 'Parish Safeguarding Handbook – Promoting a Safer Church', this includes the request of DBS through the Diocese of Lichfield.
6. Keyholders will also follow the Safer Recruitment Process.
7. All data taken in the recruitment process will be kept in accordance with the Data Privacy Policy.
8. The PCC requires the groups listed in Section 3 to provide, in writing, at least the following:
  - a. A list of current leaders and details of their roles, provision for training and support
  - b. When and where the groups meet, it's normal working patten and the age range it covers.
9. The PCC will provide leaders and those working in safeguarding access to guidelines and training in the understanding of child/vulnerable adult abuse.
  - a. This includes access to the Parish Handbook Sections 8-12, which outlines the procedures required for dealing with safeguarding situations.
  - b. Access to the safeguarding flowchart.
10. The PCC will publish visibly in church the 'Promoting a safer church' poster as well as the Diocesan Flowchart - these will also be sent to all PCC members and anyone who has been safely recruited.
11. The PCC will carry public liability insurance and will insure all leaders and staff for personal accident.
12. The PCC will review this policy annually in the month of March, it will be monitored by the Safeguarding Coordinator in the meantime.
13. The PCC will make a copy of this policy and it's procedures at the Archdeacon's visitation.