

# Poynton Parish Church

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St. George with St. Martin



## ***Safeguarding Policy for Children and Vulnerable Adults***

## Policy Statement and Principles

Poynton Parish Church is committed to the safeguarding of all children, young people and vulnerable church members and visitors. The PCC has adopted the House of Bishops' 'Promoting A Safer Church: Safeguarding Policy Statement for children, young people and adults (2017).'<sup>1</sup> Therefore, Poynton Parish Church is committed to the following safeguarding principles:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children 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.

## Scope

As outlined in the Church of England's *Promoting A Safer Church: Safeguarding Policy statement*, "[t]he care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all."

This Church Safeguarding Policy is therefore applicable to "...everyone associated with the Church, who comes into contact with children, young people and adults."

## Basis of policy and legal framework

Poynton Parish Church's Safeguarding Policy for Children and Vulnerable Adults (hereafter referred to as 'the Church Safeguarding Policy') is prepared in accordance with the following national Church of England policies from the House of Bishops<sup>2</sup> and government legislative framework:

- For child protection: Protecting All God's Children (4<sup>th</sup> edition, 2010), Promoting a Safer Church: Safeguarding Policy Statement for Children, Young People and Vulnerable Adults (2017) and the Parish Safeguarding Handbook (2018).
- For vulnerable adults' protection: Promoting a Safe Church (2006).
- Recruitment: Practice Guidance: Safer Recruitment (2016).
- Roles and Responsibilities: Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance (2017).
- Data Protection: Data Protection Act 2018 and the General Data Protection Regulation (GDPR).

The Parish Safeguarding Handbook reminds us there is nothing in Data Protection legislation that limits appropriate disclosure in order to protect a child, young person or adult who might be at risk; what matters is our information sharing should be reasonable and proportionate<sup>3</sup>.

This Church Safeguarding Policy is intended to be compliant and consistent with the national and diocesan policies and no contradiction is intended. In the event of inconsistency, the diocesan and national policies take precedence over this Church Safeguarding Policy.

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<sup>1</sup> This can be found at: <https://www.churchofengland.org/sites/default/files/2019-05/PromotingSaferChurchWeb.pdf> [Accessed 5th June 2019]

<sup>2</sup> These documents can be found at <https://www.churchofengland.org/more/safeguarding/policy-practice-guidance> [Accessed 8th May 2019]

<sup>3</sup> Pp27-28.

## Our values and beliefs

Every human being has a value and dignity which comes directly from God's creation of male and female in His own image and likeness. That image belongs to us by virtue of our creation and is not dependent on age, sex, health, mental health, social status or the like. Though that image is distorted by the fall, it is not destroyed and amongst other things this implies a duty to respect all people and to protect them from harm. We therefore believe that all people should be protected from harm.

A Christian approach to child protection will therefore ask both individuals and communities to create a safe environment for children, to act promptly on any complaints made, to care for those who have been abused in the past and to minister appropriately to those who have abused. The Church must take seriously both human propensities to evil but also the God-given resources of goodness.

A Christian approach to the protection of vulnerable adults begins by recognising that an individual remains fully human even if they are unable to exercise control or care over themselves, and even if they are unable to form or sustain relationships in a normal pattern. It will call individuals and communities to uphold in practice the dignity of a vulnerable adult, to offer support and help in an appropriate and timely way and to care for and to promote the well-being of those in need.

## Our responsibilities

In seeking to implement the Church Safeguarding Policy, the responsibilities of Poynton Parish Church include:

- Creating a safe and caring place for all.
- 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.
- Listening to and take seriously all who disclose abuse.
- Appointing a Church Safeguarding Team and a Lead Recruiter to work with the incumbent and PCC to implement and review policy, procedures and practice. This will include the following;
  - Safeguarding as a standing agenda item at each PCC meeting, with updates provided by the Church Safeguarding Team.
  - Displaying the contact details of the Church Safeguarding Team and relevant local and national authorities.
  - An annual review of the implementation of the Church Safeguarding Policy covering:
- Taking steps to protect children and vulnerable 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. The Church itself will never itself investigate incidents of suspected child abuse.
- Caring for and monitoring any member of the church community who may pose a risk to children and vulnerable adults – including those on the Sex Offenders Register whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensuring that health and safety policy, procedures and risk assessments and appropriate insurance for all activities are in place and that these are reviewed annually.

## Recruitment Procedure for Volunteers

Every volunteer wishing to serve in any ministry area involving children, young people or vulnerable adults must complete a screening process prior to serving and fulfil the following criteria:

- ✓ Must be in good standing with the church
- ✓ Must be 18 years of age or older.
  - Young people who are 14+ may assist with children's work, after discussion with the Youth and Children's Worker. Any volunteers in this capacity contribute towards the number of children not the number of adults with regards to ratios.

The responsibility for the appointment of volunteers resides with the PCC who exercise their authority through the incumbent, liaising with the Youth and Children's Worker for the relevant groups. In all cases the recruitment and appointment of volunteers for groups for children, young people and vulnerable adults will include the following:

A face to face conversation with the incumbent or designated ministry leader for the applicable area - e.g the Incumbent or Youth Worker. This can be informal but must happen. It will be supplemented by provision of a relevant job description, opportunity to go through the job description, discussion of previous experience (if any) of working with the intended group, and opportunity for the volunteer to ask any questions.



Completion of a Confidential Declaration Form, requiring the honest declaration of any criminal convictions. This should be returned to the Lead Recruiter in a sealed envelope for safe storage.



Completion of a Registration Form. Volunteers who are 14+ but under the age of 18 will need to have this form countersigned by parents. This will include a signed declaration of having read the relevant safeguarding policy.



Provision of two written references. Referees must not be relatives/partners, current parish clergy or church staff. Where a reference appears vague or raises concern the referee will be contacted to discuss the matter further.



Completion of a Disclosure and Barring Service (DBS) form of the applicable Enhanced level Disclosure. Details of how to do this will be sent via email. All DBS checks are made via thirtyone:eight with whom the Diocese of Chester have partnered to provide its Disclosure and Barring Service.



Volunteering may commence only once the satisfactory DBS Disclosure outcome has been received from thirtyone:eight. This will be confirmed by the Lead Recruiter.

## Data Protection

All completed records created as a result of the recruitment procedure will be kept securely and indefinitely. Poynton Parish Church will retain the following:

- Confidential Self-Declaration Form
- Two personal, written references (which will be available to the Diocesan Safeguarding Advisor for the Diocese of Chester should it be requested).
- Registration Form
- DBS Disclosure Certificate reference number
- Any additional notes related to the above.

## Key Safeguarding Roles

The PCC has overall responsibility for Safeguarding at Poynton Parish Church. This policy is maintained, reviewed and sanctioned by the PCC.

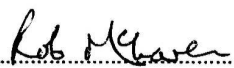
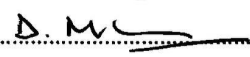
The Church Safeguarding Team have been given responsibility for Safeguarding within the church family from the PCC.

## Key Contact Details:

Church Safeguarding Team:	Mr J Hadfield (Safeguarding Lead and Recruiter): <a href="mailto:youth@poyntonparishchurch.org">youth@poyntonparishchurch.org</a> 07971380934 Mrs G Golding: <a href="mailto:gill.golding@mail.com">gill.golding@mail.com</a> 07730654766 Mrs H Brackenbury (Deputy Safeguarding Lead and Lead Recruiter): <a href="mailto:operations@poyntonparishchurch.org">operations@poyntonparishchurch.org</a> 07929150875 Mrs V Timothy (Recruiter): <a href="mailto:vickytimothy@hotmail.com">vickytimothy@hotmail.com</a> 07793544194
Diocesan Contacts:	Diocesan Vulnerability and Safeguarding Officer: Mrs Pauline Butterfield: <a href="mailto:Pauline.butterfield@chester.anglican.org">Pauline.butterfield@chester.anglican.org</a> 01928 718834 x221 PA to the Diocesan Vulnerability and Safeguarding Officer: Mr Stephen Ellis: <a href="mailto:Stephen.ellis@chester.anglican.org">Stephen.ellis@chester.anglican.org</a> 01928 718834 x261
National Contacts:	Thirtyone:eight (formerly known as CCPAS – the Church's Child Protection Advisory Service): 0303 003 1111 Action on Elder Abuse Helpline: 080 8808 8141 ChildLine: 0800 1111 NSPCC: Child Protection Helpline: 0808 800 5000

## Further Information

The information in this full policy has been separated into two further documents – one for children and young people, and one for vulnerable adults. Both of these documents provide further detailed information and details of procedures in place pertaining to the safeguarding of these groups.

Signed..........(Incumbent)  
Signed..........(Churchwarden)  
Signed.....(Churchwarden)  
Date.....22.07.2019.....