



## POLICY AND PROCEDURE FOR SAFEGUARDING CHILDREN AND ADULTS

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<b>Prepared by:</b> Fr Staffan Dawkins	<b>Approved by:</b> PCC of St Paul's & St John's Tottenham	<b>Date Next Review Due:</b>	May 2025
<b>Date Prepared:</b> March 2024	<b>Date Approved:</b>		

<p><b>PURPOSE:</b></p> <p>This policy and procedure will help SSPJ church officers and employees to:</p> <ul style="list-style-type: none"> <li>• Recognise signs of abuse, including harm or neglect</li> <li>• Know what to do if abuse is suspected/identified</li> <li>• Be aware of sources of further information and advice (See Appendix 1)</li> </ul>	<p><b>SCOPE:</b></p> <p>The 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 document sets out the safeguarding children, young people and vulnerable adults' policy of the Parish of St Paul's and St John's Tottenham. It has been informed by the Joint Safeguarding Statement between the Church of England and the Methodist Church.</p>
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<h2>1. INTRODUCTION</h2>
<p>The Parochial Church Council is responsible for the safety of children, young people and vulnerable adults on church premises and in church sponsored activities elsewhere. We have complied with the duty to have due regard to section 5 of the Safeguarding and Clergy Discipline Measure 2016.</p> <p>Our Parochial Church Council has a legal and moral duty to the children, young people and vulnerable adults in our parish; we also have a duty to our youth leaders (when there are youth leaders in post). A person working regularly with young people will be asked to make a declaration relating to any previous criminal convictions (a criminal record will not necessarily disqualify them: it depends on the type of offence against children). These recommendations apply to those who are involved in activities such as choirs as well as youth clubs and Sunday School.</p> <p>A DBS check should be carried out for anyone who has substantial opportunity for unsupervised access to children, young people and vulnerable adults. This DBS will be carried out by St Paul's and St John's, Tottenham, DBS officer alongside the parish's evidence checker. The checking system is automatically part of the parish's recruitment process.</p> <p>Safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect (definition from CQC website). Church officers have a professional, legal, moral and Christian duty to protect all vulnerable individuals, regardless of age (birth to death) from harm, abuse or neglect and to work with other organisations and authorities to</p>

safeguard these individuals.

This policy and procedure describe how to recognise people who may be subject to abuse (defined as including harm or neglect in this procedure) and know what action to take when presented with evidence of abuse. Please refer to the Church of England policy on Promoting a Safer Church for more information. <https://www.churchofengland.org/sites/default/files/2019-05/PromotingSaferChurchWeb.pdf>

**Promoting a Safer Church:**

This Safeguarding of children and adults' policy should be used in collaboration/conjunction with the:

**House of Bishops' Policies 'Promoting a Safer Church' (2017)** (See Appendix 4)

**'Protecting All God's Children' (2010)** (See Appendix 6)

**Principles of the House of Bishops' Policy for Safeguarding Children** (See Appendix 7)

**Promoting a Safer Church:**

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation 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.

Principles we are committed 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 when they are vulnerable
- The establishing of safe, caring communities which provide a loving environment where there is a culture of 'informed vigilance' as to the dangers of abuse.

**Diocesan Safeguarding Policy 'Promoting a Safer Diocese' (2018).**

The Church of England safeguarding policy statement is based on five foundations and offers six overarching policy commitments:

- 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.

In agreement with the House of Bishops, this policy applies to all Church Bodies\* and Church Officers†. Full understanding of, and adherence to, this policy should lead to a deepening in the understanding of, and respect for the rights of children, young people and vulnerable adults as people of faith in the life of the Church.

## 2.TYPES OF ABUSE

1. Abuse is a violation of an individual's human and civil rights by any other person or persons. It can be deliberate or unintentional and can occur in any setting. It can take many forms including the following:
- Physical abuse - including hitting, slapping, pushing, kicking, misuse of medication, restraint, or inappropriate sanctions.
  - Sexual abuse - including rape and sexual assault or sexual acts to which the adult has not consented, could not consent (e.g. because of alcohol, drugs or lack of mental capacity) or was pressured into consenting, including grooming, internet grooming and pornography and child sexual exploitation (see [Child sexual exploitation | Haringey Council](#))
  - Female Genital Mutilation (FGM) - all procedures that involve partial or total removal of the external female genitalia or other injury to the female genital organs for non-medical reasons (see [Haringey Safeguarding Children Partnership - Female Genital Mutilation \(FGM\) \(haringeyscp.org.uk\)](#))
  - Psychological abuse - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks, bullying in schools, the workplace, online or elsewhere.
  - Financial or material abuse - including theft, fraud, internet scamming, coercion in relation to an adults' financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions and benefits
  - Discriminatory abuse - including forms of harassment, slurs or dissimilar treatment because of race, gender, gender identity, age, disability, sexual orientation or religion (Equalities Act 2010)
  - Neglect and acts of omissions - includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating
  - Self-Neglect - including a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding
  - Domestic Abuse - including psychological (coercion or control), physical, sexual, financial, emotional abuse; so called honour based violence; FGM, forced marriage
  - Modern slavery – including slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment  
<https://www.gov.uk/government/collections/modern-slavery>
  - Radicalisation - involving vulnerable people in terrorist activities
  - Organisational abuse - Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, or in relation to care provided in one's own home, for example. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation

This list is not exhaustive and there may be other types of abuse taking place in society.

2. The following people may be at risk of being abused:

- People with care and support needs, regardless of age e.g.
  - o Those with learning or physical disability
  - o Those with mental health disabilities including dementia
  - o Elderly, frail individuals (including those in care homes)
  - o Those who are visually impaired, or profoundly deaf
  - o Adults who are temporarily ill
  - o Patients where the main carer is a substance misuser
  - o Children
- Those who are subject to discrimination or maltreatment due to issues related to age, culture or race (including honour crimes, forced marriage, FGM)
- Anyone at risk of various vulnerabilities related to drugs and alcohol
- Those who are subject to or at risk of child sexual exploitation
- Those who are subject to or at risk of radicalisation
- People in abusive relationships or those at risk or subject to domestic abuse / violence

The above list is not exhaustive.

### **3.WHO CARRIES OUT THE ABUSE?**

1. The person who is responsible for the abuse is often well known to the person abused. It is not always intentional. They could be:

- a relative
- a paid carer or volunteer
- a friend or group of friends, neighbour or boyfriend/ girlfriend
- another resident or service user
- a health care worker, social care or other worker
- an employer
- an occasional visitor or someone who is providing a service
- someone who deliberately exploits vulnerable people

## 4. SIGNS THAT MAY INDICATE A CONCERN

Detecting whether there is abuse can be difficult and signs and symptoms that appear to indicate abuse or neglect may have an innocent and rational reason behind them.

Abuse may not necessarily take the form of inflicting obvious physical harm as it can also be caused by many other factors such as neglect, discrimination, deception, fraud, emotional or psychological harm.

All church officers and church members have a duty to report concerns following a review of the circumstances or where they believe abuse is taking place.

The following are examples of abuse/neglect that may present, or be apparent, in a church or community:

- Physical signs or actions indicating abuse such as bruising, scratches, friction burns, pushing, grabbing, inappropriate smacking or verbal abuse (usually a child)
- Requests for dressings or treatments for wounds in unusual places
- Multiple injuries at different stages of healing
- Injuries in unusual places, e.g. neck, armpit, behind ears, soles of feet
- Bite marks, scalds, fingertip bruising
- Injuries blamed on siblings
- Age or condition of injuries inconsistent with account given by adult if the abused person is a child
- Prescribed and over-the-counter (OTC) medicines being given inappropriately or in excessive amounts-frequent requests for a repeat. Conversely, medicines which are intended to be taken regularly may be omitted, resulting in a worsening medical condition.
- Inappropriate medicines being given by the carer/parent, for example, a church officer or church member may overhear that a parent has administered their own medicines to a child or is giving antihistamines regularly to sedate a child
- Continually ignoring advice to refer to either a doctor or hospital
- The child/vulnerable adult seems to always have different symptoms of varying illnesses
- Lack of concern for the person at risk, and possibly even aggression towards them
- A vulnerable person being openly humiliated or intimidated
- Evidence of inappropriate sexual relationship between child and adult
- Requests for treatment for genital infections or urinary tract infections, and other signs, such as love bites
- Evidence of malnutrition and inadequate clothing
- Evidence of substance or alcohol misuse, especially in those who care for others, such as parents of young children
- Poor hygiene
- Child/vulnerable adult appearing withdrawn

- Intoxicated carer who is unaware of the presence and actions of the person under their care.
- Evidence of self-harm
- Inappropriate verbal or physical abuse in church or community settings
- A person with learning difficulties/ mental illness asking to purchase items which they seem unlikely to use or on behalf of other people
- A young person asking to purchase items which seem to be unsuitable for their age group or very expensive items

People may also provide you with a statement or direct evidence of abuse, or may ask for help, such as discussing their own or a relative's FGM or their fear of a relative.

## 5.WHAT TO DO IF ABUSE OR NEGLECT IS IDENTIFIED OR SUSPECTED

1. If the vulnerable person is in immediate danger contact the police on 999.

2. Church officers are not expected to investigate situations of potential abuse, but must report it straight away to the parish safeguarding officer, children's champion, diocesan safeguarding clerk or relevant safeguarding authorities to minimise risks to children and vulnerable adults.

3. Local Authorities have their own specific guidance and lists of contacts and these should **ALWAYS** be referred to:

Contact the Safeguarding Adults team (Adult Social Services):

- Telephone: 020 8489 1400
- Email: [safeguardingadultduty@haringey.gov.uk](mailto:safeguardingadultduty@haringey.gov.uk)

Please use the local authority safeguarding alert form: [safeguarding\\_alert\\_form\\_july\\_2023\\_0.doc\(live.com\)](#)

Information that would be helpful:

- Why you are concerned
- The name, age and address of the adult at risk
- If anyone lives with them
- If they're getting help from any organisation
- Who may be doing the abuse

Don't delay in reporting abuse if you're not sure about some of these details.

Ensure that all church officers know how to access the relevant Local Authority Safeguarding webpages for adults and children. These documents are available on Local Authority or Council websites and often also on the London Diocese website.

These safeguarding documents contain contact details for named local safeguarding leads. The action plans are graded into different actions according to the type of abuse and also the level of potential or actual harm (for example low, significant, very significant, critical).

4. For concerns relating to radicalisation, see [Haringey Prevent | Haringey Council](#)

### **Haringey Prevent Strategy**

Haringey's Prevent strategy aims to reduce the risk of radicalisation.

It also focuses on protecting communities and supporting people who may be at risk of being recruited or radicalised by extremists.

There's no specific type of person who is vulnerable to radicalisation. Prevent relies on community support to identify and protect people.

Haringey's Prevent priorities are:

making sure people at risk of supporting terrorism are identified early and offered help and guidance

training and supporting staff in key services so they can recognise when someone may be at risk and respond appropriately

raising community awareness of Prevent issues and increasing confidence in the local approach

providing advice and support about travel to conflict zones

applying the Prevent strategy equally to all forms of terrorist ideology

### **More information**

Find out more about the [Prevent programme on the Home Office Prevent website](#)[External link](#).

You can also:

[read the Haringey community safety strategy](#)

[find your local Safer Neighbourhoods Team on the Met Police website](#)[External link](#)

[check the current UK threat level on the MI5 website](#)

- Share - get advice or share your concern with external agencies e.g. children's social care, local adult safeguarding team or with the national police Prevent line (0800 011 3764)  
It is advisable that the person (or their parents/guardian) of a Prevent referral is made aware of the referral and the concerns. Call 999 where a person poses an immediate risk of harm to themselves or others.

5. If you suspect or have evidence of Child Sexual Exploitation and child safeguarding concerns please contact Haringey children social services, or the Multi-Agency Safeguarding Hub (MASH) [Haringey Safeguarding Children Partnership - Haringey Multi-Agency Safeguarding Arrangements \(haringeyscp.org.uk\)](#) MASH enables the sharing of information so that risks to children can be identified early. It links services such as schools, GPs, police, ambulance and social care. Contact numbers and further information will be on Haringey Council website if it is appropriate to contact them-but usually church officers would contact Haringey social services or the police in the first instance.

6. If you suspect Modern Slavery, the Modern Slavery Helpline (08000 121 700) provides confidential advice and support whether you are sure or not that someone is a victim.



If you suspect mistreatment of workers, report your concerns to the Gangmasters and Labour Abuse Authority (GLAA) (0800 432 0804) or by email [intelligence@glaa.gsi.gov.uk](mailto:intelligence@glaa.gsi.gov.uk)

7. For situations where a church officer or member of the congregation is suspected or identified as causing abuse, contact the Parish Safeguarding Officer at [safeguarding@sspittottenham.co.uk](mailto:safeguarding@sspittottenham.co.uk), telephone: 02039359608 or the Diocesan Safeguarding clerk at [michelle.burns@london.anglican.org](mailto:michelle.burns@london.anglican.org), telephone: 02038375082, in addition to any other actions required to fulfil professional and/or legal requirements as described in points 5.1-5.6 and Section 6 below.

## 6. CONSIDERATIONS WHEN REPORTING CONCERNS

1. Was a crime committed, for example sexual intercourse in under 13s, or under 16s with one partner being much older, or FGM to a young girl? If so, the police should be informed (on phone number 101 if not urgent or 999 (point 5.1) as well as social services. For FGM, it is a criminal offence to:

- perform FGM (including taking a child abroad for FGM)
- help a girl perform FGM on herself in or outside the UK
- help anyone perform FGM in the UK
- help anyone perform FGM outside the UK on a UK national or resident
- fail to protect a girl for whom you're responsible from FGM

2. You do not need to be absolutely certain of abuse to speak to your parish safeguarding officer or Diocesan safeguarding clerk or to call your local children's or adult safeguarding team. Information is usually gathered from many sources, and your report may form one part of a bigger picture.

3. Obtain consent before disclosure of personal information if possible (e.g. disclosure to social services or safeguarding team). Discuss your concerns with the person and/or their representative and seek their consent, explaining that one possible outcome may be an enquiry led by the local council social care team, who will support the person who has been abused.

Where the person is not willing or able to freely give their consent (possibly because they do not have capacity) The Mental Capacity Act of 2005 (MCA) provides a statutory framework for people who lack capacity to make decisions or take actions for themselves, and others may have to make those decisions on their behalf. When they do this, they should not deprive the person who lacks capacity of their liberty, unless it is essential to do so in the person's best interests and for their own safety.

Consent to share information about their circumstances, you will need to consider the following:

- Are there any children or adults at risk, or is there a potential risk to other people?
- To what extent is the person able to make a particular decision or take a particular action for themselves to protect themselves at the time the decision or action needs to be taken?
- If the person or other people are at risk of harm if you do not report your concerns, it is your duty of care to report.

If you must report the abuse/neglect without consent, inform the person who has been abused that you must do this and explain why, if appropriate.

If the person does not consent to information sharing you may also consider the following factors with them in supporting them to make an informed decision.

- How severe/serious is the harm/potential harm caused?
- What is the impact/potential impact on the person's independence, health and wellbeing?
- Is the abuse likely to be repeated or escalate?
- Is there evidence that the person may be subject to intimidation, threats or coercion?

If you remain unsure as to what action to take you should discuss this with the London Diocese Safeguarding team ([michelle.burns@london.anglican.org](mailto:michelle.burns@london.anglican.org), telephone: 02038375082).

4. Any suspicions should not be discussed with the alleged perpetrator

5. Consideration should be given to both the individual confidentiality

6. Consider whether other people are in danger

7. Consider who is involved or suspected — a healthcare professional, carer, relative or friend, and how are you going to proceed.

8. Consider whether this has been previously reported and who else might be aware of the situation, for example, other professionals.

9. Consider whether there is robust evidence, or whether it is word-of-mouth (different actions may be necessary)

10. How long has the abuse been going on?

11. If in doubt as to whether you should report an incident or suspicions of abuse, telephone the Diocesan Safeguarding team or the local authority adult or child safeguarding lead and discuss the incident with them.

## 7.RECORD KEEPING

1. Suspicions of suspected abuse or neglect should always be fully documented

2. Where abuse is identified or suspected, record the following (or as much information as possible if full information is not known):

- The name and address of the abused/neglected person, as well as their age and ethnicity
- The nature of their vulnerability (age, disability etc.)
- Whether the family has been informed, if appropriate
- Description of events including when (date and time) and where the incident took place and the nature of your concerns
- The name of the person who reported the concerns, and relationship to person, if applicable
- Contact details for that person's GP, if known
- Any details known about the alleged perpetrator
- Signposting details, if applicable.

The rationale for reporting should also be recorded, as this will help to provide any evidence that any disclosure of confidential information was done to safeguard the vulnerable person, and that the Parish safeguarding officer or other parish officers were fulfilling their duty.

3. If a verbal report was made by phone to the Diocesan safeguarding clerk or team or to the local authority children and adult safeguarding team, a written report of your concerns will usually be required following a report via phone.

This report (containing the information above) will normally be requested within 2 working days of the call.

4. If a decision to NOT report is made, then this too needs to be fully documented.

5. Document any feedback from the local authority child or adult safeguarding team.

## 8.TRAINING

1. Every 3 years, all parish/church officers must complete/renew the following:

Role	Basic	Foundation	Leadership
Incumbents and clergy, including those with PTO	Y	Y	Y
Licensed Lay Ministers, e.g. Readers	Y	Y	Y
Parish workers with children/vulnerable adults (paid or volunteer)	Y	Y	N
Leaders/Supervisors of work with children/vulnerable adults (paid or volunteer)	Y	Y	Y
Parish Safeguarding Officers	Y	Y	Y
Church Operations Managers	Y	Y	N
Churchwardens	Y	Y	Y
PCC Members	Y	Y	N

- 2. All training can be accessed via [Home | Safeguarding: Training Portal \(cofeportal.org\)](https://www.homeoffice.gov.uk/guidance/online-learning/online-learning-portal)
- 3. Prevent has e-learning on radicalisation at:  
<https://www.elearning.prevent.homeoffice.gov.uk/edu/screen1.html>
- 9. Domestic abuse training is available at: <https://uksaysnomore.org/learn/domestic-abuse/>
- 10. Church officers should also know where to signpost vulnerable individuals to for help and a list of local organisations may be useful (see Appendix 1 below).

I have signed to say that I have read the procedure and understand its implications.

NAME	SIGNATURE	DATE

Signed:

.....  
Reverend Staffan Dawkins – Incumbent

.....  
Mr Sammy Duah – Churchwarden

.....  
Miss Kathleen Brown - Churchwarden

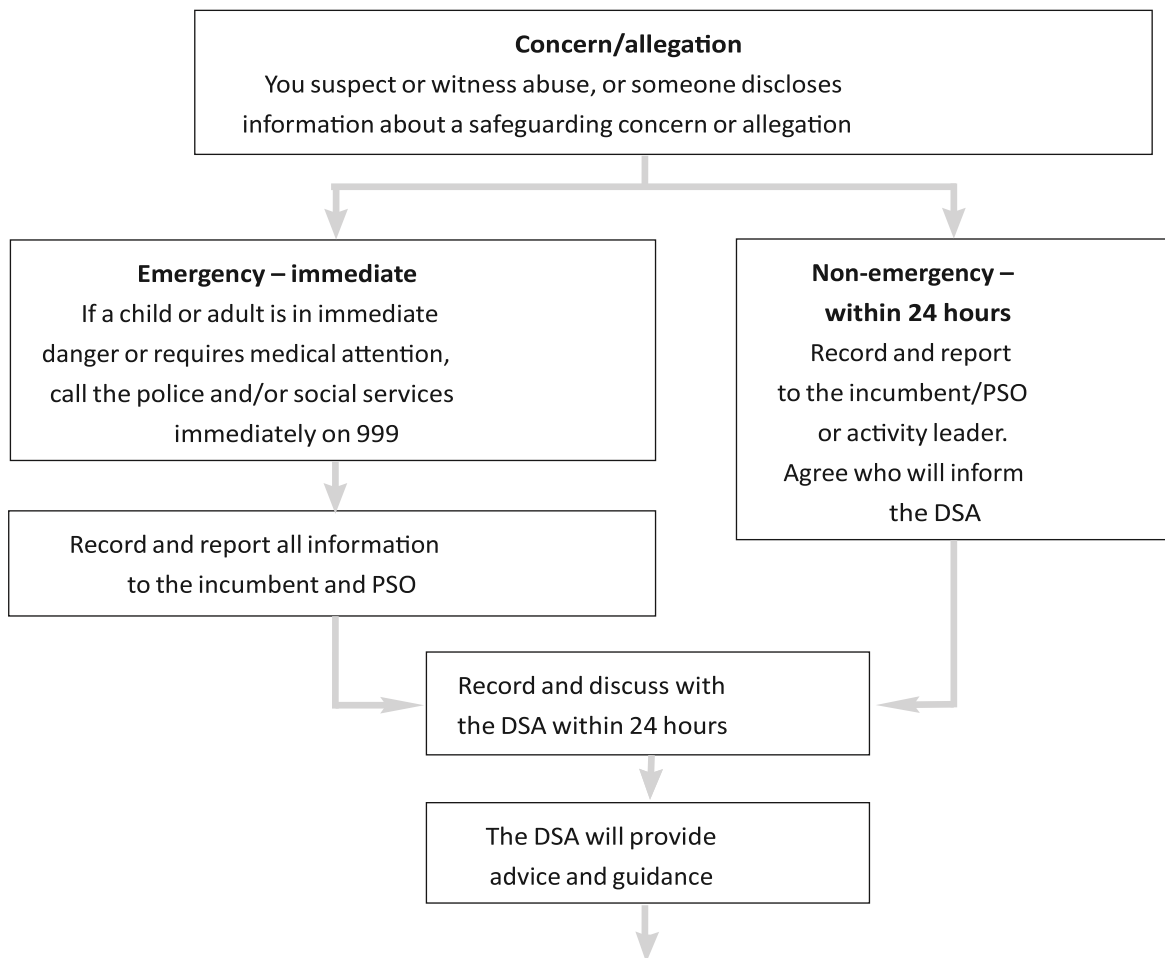
## Appendix 1

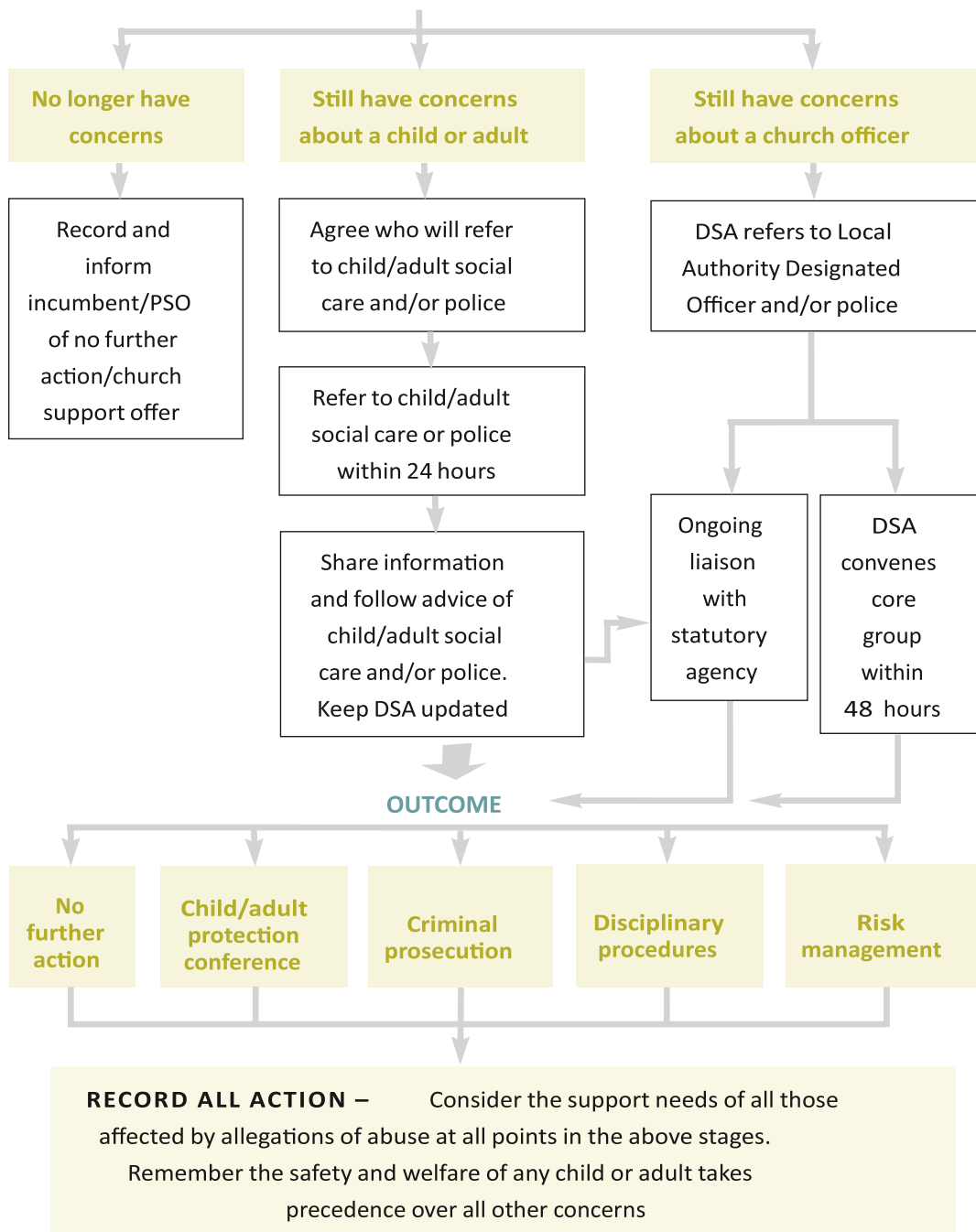


### Important Telephone Numbers for Safeguarding

Police (all non-emergency enquiries)	101
Local Authority (LA) Children's Services/Social Care	0208 489 4470 0208 489 0000
LA Adults Social Care	0208 489 1400
LA Out of hours emergency Social Care duty Team	0208 489 0000
Haringey Local Authority Designated Officer (LADO)	0208 489 1400
CHILDLINE	0800 1111
FAMILY LIVES (previously Parentline)	0808 800 222
Action on Elder Abuse	080 8808 8141
Domestic Violence Helpline (for females) Mankind (for males)	0808 2000 247 <b>01823 334244</b>
Stop It Now! (Lucy Faithfull Foundation)	0808 1000 900
Diocesan Safeguarding Adviser	020 7932 1224
CCPAS 24 hour helpline	0845 120 4550 (mention you're from the Diocese of London!)
ThirtyOne:Eight	0303 003 1111

# Responding promptly and appropriately to every safeguarding concern or allegation







## The Parish of ST PAUL'S & ST JOHN'S, TOTTENHAM SAFEGUARDING POLICY STATEMENT 2024

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 17<sup>TH</sup> March 2024

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In accordance with the **House of Bishops' Policy Statements 'Promoting a Safer Church' (2017)** and **'Protecting All God's Children' (2010)** and the **Diocesan Safeguarding Policy 'Promoting a Safer Diocese' (2018)** 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 Church Safeguarding Officer (CSO) 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 **Yaa Asantewaa** as the Church Safeguarding Officer and **Kim Kendall-Johnson** as the Children's Champion

Incumbent: **Father Staffan Dawkins**

Churchwardens: Sammy Duah and Kathleen Brown

Date: 17<sup>th</sup> March 2024

16.05.19 v1



Signed by:

*S.Dawkins*

.....

Reverend Staffan Dawkins  
Incumbent/Parish Priest

Sammy Duah...*S.Duah*.....  
Churchwarden

Kathleen Brown...*K.Brown*.....  
Churchwarden

Date: 17<sup>th</sup> November 2024



# Promoting a Safer Church

## The Church of England's Safeguarding Policy for children, young people and adults

### Introduction

The care and protection of children, young people<sup>1</sup> and vulnerable adults<sup>2</sup> 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 document sets out the safeguarding children, young people and vulnerable adult's policy of the Church of England. It has been informed by the Joint Safeguarding Statement between the Church of England and the Methodist Church, with whom we work jointly on many aspects of safeguarding policy on a covenant basis.

The Church of England safeguarding policy statement is based on **5 foundations** and offers **6 overarching policy commitments**:

- 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.

This policy applies to all Church Bodies<sup>3</sup> and Church Officers<sup>4</sup>. Full understanding of, and adherence to, this policy should lead to a deepening in the understanding of, and respect for, the rights of children, young people and vulnerable adults as people of faith in the life of the Church.

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<sup>1</sup> The phrase "young people/person" means any individual(s) aged 14 to 17 years old

<sup>2</sup> Section 6 Safeguarding and Clergy Discipline Measure 2016 defines a 'vulnerable adult' as "...a person aged 18 or over whose ability to protect himself or herself from violence, abuse, neglect or exploitation is significantly impaired through physical or mental disability or illness, old age, emotional fragility or distress, or otherwise; and for that purpose, the reference to being impaired is to being temporarily or indefinitely impaired..." The full text of the 2016 Measure can be found here:- <https://www.publications.parliament.uk/pa/jt201516/jtselect/jtecc/79.pdf>

<sup>3</sup> Church Bodies includes PCCs, diocesan bodies, cathedrals, religious communities, theological training institutions and the National Church Institutions. This policy will apply to the whole of the provinces of Canterbury and York (including the Diocese in Europe subject to local variations/modifications). There is also an expectation that the policy will apply to the Channel Islands and Sodor and Man unless there is specific local legislation in a jurisdiction that would prevent adoption.

<sup>4</sup> A "Church Officer" is anyone appointed/elected by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

Under section 5 of the Safeguarding and Clergy Discipline Measure 2016<sup>5</sup>, all authorised clergy, bishops, archdeacons, licensed readers and lay workers, churchwardens and PCCs must have ‘due regard’ to safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). A duty to have ‘due regard’ to guidance means that the person under the duty is not free to disregard it but is required to follow it unless there are cogent reasons for not doing so. (‘Cogent’ for this purpose means clear, logical and convincing.) Failure by clergy to comply with the duty imposed by the 2016 Measure may result in disciplinary action.

This Policy Statement is supported by more detailed Practice Guidance and Reference documents which can be downloaded from: <https://www.churchofengland.org/clergy-officeholders/safeguarding-children-vulnerable-adults.aspx>

Building on this, Church bodies may provide additional local procedures and guidance in line with the House of Bishops policy and practice guidance.

## Safeguarding Policy Statement of the Church of England

The Church of England, its Archbishops, Bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the Church.

Safeguarding means the action the Church takes to promote a safer culture. This means we will 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. We will take care to identify where a person may present a risk to others, and offer support to them whilst taking steps to mitigate such risks.

The Church of England affirms the ‘Whole Church’ approach to safeguarding. This approach encompasses a commitment to consistent policy and practice across all Church bodies, Church Officers and that everyone associated with the Church, who comes into contact with children, young people and adults, has a role to play.

The Church will 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; to respond sensitively and compassionately to their needs in order to help keep them safe from harm.

### Foundations

In developing and implementing the Safeguarding Policy, the Church of England, is guided by the following foundations.

#### 1. Gospel

The Church is called to share the good news of God’s salvation through Jesus Christ. The life of our communities and institutions is integral to how we address this task. The good news speaks of welcome for all, with a particular regard for those who are most vulnerable, into a community where the value and dignity of every human being is affirmed and those in positions of responsibility and authority are truly trustworthy. Being faithful to our call to share the gospel therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.

<sup>5</sup> The Safeguarding and Clergy Discipline Measure 2016 applies to the whole of the provinces of Canterbury and York (including the Diocese in Europe subject to local variations/modifications), with the exception of the Channel Islands and Sodor and Man. In order to extend the 2016 Measure to the Channel Islands or Sodor and Man legislation will need to be passed by the relevant island jurisdictions in accordance with section 12 of that Measure.

## 2. Human Rights and the Law

The Church recognises the personal dignity and rights of all children, young people and adults, as enshrined in the Human Rights Act 1998 and the 1989 United Nations Convention on the Rights of the Child. Safeguarding work is undertaken within a legislative framework supported by government guidance which sets out a range of safeguarding duties, responsibilities and best practice.

## 3. Core Principles

The following key principles underpin the Church's approach to safeguarding practice:

- The welfare of the child, young person and vulnerable adult is paramount<sup>6</sup>;
- Integrity, respect and listening to all;
- Transparency and openness;
- Accountability;
- Collaboration with key statutory authorities and other partners;
- Use of professional safeguarding advice and support both inside and outside the Church;
- A commitment to the prevention of abuse;
- The active management of risk;
- Promoting a culture of informed vigilance;  Regular evaluation to ensure best practice.

## 4. Good Safeguarding Practice

The following key features<sup>7</sup> will help Church bodies<sup>8</sup> promote and maintain a safer culture that protects and promotes the welfare of children, young people and vulnerable adults. These features are :

- A leadership commitment, at all levels, to the importance of safeguarding and promoting the welfare of children, young people and vulnerable adults;
  - A safeguarding policy available to Church Officers ;
  - A clear line of accountability within the Church for work on safeguarding;
  - Clear reporting procedures to deal with safeguarding concerns and allegations;
- 
- Clear roles for Church Officers;
  - Practice and services informed by on- going learning, review and by the views of children, young people, families and vulnerable adults;
  - Safer recruitment procedures in place;
  - Clear arrangements for support and/or supervision;
  - Safeguarding training for all Church Officers working with or in contact with children, young people and/or vulnerable adults ;
  - Effective working with statutory and voluntary sector partners;
  - Publicly advertised arrangements for children, young people and vulnerable adults to be able to speak to an independent person, as required;

<sup>6</sup> In the event of any perceived or potential conflict of interest the welfare of any children and young people involved will always take precedence over all adults

<sup>7</sup> These are based on Safe from Harm Home Office, 1993, and the statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004.

<sup>8</sup> It is acknowledged that the level and depth of arrangements that meet these key features will be dependent on the size and resources available to an individual church body

- Complaints and whistleblowing procedures that are well publicised;
- Effective information sharing;
- Good record keeping.

## 5. Learning from the past

In the July Synod 2013 Archbishop Justin Welby stated:

*“The reality is that there will always be people who are dangerous and are part of the life of the Church. They may be members of the congregation; we hope and pray that they will not be in positions of responsibility, but the odds are from time to time people will somehow conceal sufficiently well. And many here, have been deeply affected, as well as the survivors who have so rightly brought us to this place. Many other people here have been deeply affected and badly treated. So we face a continual challenge and reality. ... There has to be a complete change of culture and behaviour.*

*And in addition, there is a profound theological point. We are not doing all this, we are not seeking to say how devastatingly, appallingly, atrociously sorry we are for the great failures there have been, for our own sakes, for our own flourishing, for the protection of the Church. But we are doing it because we are called to live in the justice of God, and that we will each answer to Him for our failures in this area. And that accountability is one that we must take with the utmost seriousness.”* The Archbishops of Canterbury and York wrote in their joint forward to 'Safeguarding: Follow-up to the Chichester Commissaries' Reports', June 2013:

*“We cannot overestimate the importance of responding appropriately today. Sadly for many this comes far too late. History cannot be rewritten, but those who still suffer now as a result of abuse in the past deserve this at least, that we hear their voices and take action to ensure that today’s safeguarding policies and systems are as robust as they can be. This work is an essential and prior Gospel imperative, for any attempts we make to grow the Church, to seek the common good, and to reimagine the Church’s ministry.”*

The statutory reports and independent reviews into abuse that have involved the Church of England and other faith organisations highlight past errors and significant lessons to be learnt to improve safeguarding.

As a Church we continue to commit to a journey of truth, healing, learning and abuse prevention.

## Policy Commitments

Based on the foundations outlined above the Church of England commits to:

### 1. Promoting a safer environment and culture

All Church Officers will respect all children, young people and vulnerable adults and promote their well-being.

The Church will strive to create and maintain environments that are safer for all, that promote well-being, that prevent abuse, and that create nurturing, caring conditions within the Church for children, young people and vulnerable adults. It will work to continue to strengthen and review these environments. This will be done by training, support, communication, learning, governance and quality assurance processes.

The Church will strive to support all Church Officers to adhere to safer working good practice and to challenge the abuse of power. It will ensure that processes are in place that listen to and advocate on behalf of children, young people and vulnerable adults within the knowledge that they will be cared for.

### 2. Safely recruiting and supporting all those with any responsibility related to children and vulnerable adults within the Church

The Church will select and vet all those with any responsibility related to children, young people and vulnerable adults within the Church, in accordance with the House of Bishops safeguarding policy and practice guidance<sup>9</sup>

It will train and equip Church Officers to have the confidence and skills they need to care and support children, young people and vulnerable adults and to recognise and respond to abuse. This will be done by supporting the roll-out of consistent and accessible safeguarding training in accordance with House of Bishops safeguarding policy and practice guidance.<sup>10</sup>

### **3. Responding promptly to every safeguarding concern or allegation**

Anyone who brings any safeguarding suspicion, concern, knowledge or allegation of current or non-current abuse to the notice of the Church will be responded to respectfully and in a timely manner, in line with statutory child and adult safeguarding procedures and the House of Bishops safeguarding policy and practice guidance.

All safeguarding work will be recorded in line with the House of Bishops safeguarding practice guidance.

All suspicions, concerns, knowledge or allegations, that reach the threshold for reporting to the statutory authorities, will be reported via the diocesan safeguarding adviser or designated safeguarding adviser/officer in another church body to the appropriate statutory authorities. This will be done irrespective of the status of the person.

All Church Officers will cooperate with the statutory authorities in all cases.

In responding to concerns or allegations of abuse relating to Church Officers, the Church will act in accordance with the requirements of criminal, civil and ecclesiastical law, and so will respect the rights and uphold the safeguards afforded in these, both to the victim/survivor and the subject of concerns or allegations.

### **4. Caring pastorally for victims/survivors of abuse and other affected persons**

The Church will endeavour to offer care and support to all those that have been abused, regardless of the type of abuse, when or where it occurred.

The Church is committed to continuing to learn how to respond in a supportive and healing way to the needs of those who have suffered abuse.

Those who have suffered abuse within the Church will receive a compassionate response, be listened to and be taken seriously. The Church will respond to any disclosure of abuse in accordance with House of Bishops policy and practice guidance. This will be done in collaboration with the relevant statutory agencies in accordance with criminal, civil and ecclesiastical law. They will be offered appropriate pastoral care, counselling and support - according to the agreed need.

An appropriate pastoral response to the family, parish, congregation or order will be considered, with due regard to the right of privacy of those directly involved, and to the administration of justice.

### **5. Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons**

The Church in exercising its responsibilities to suspicions, concerns, knowledge or allegations of abuse will endeavour to respect the rights under criminal, civil and ecclesiastical law of an accused Church Officer including the clergy. A legal presumption of innocence will be maintained during the statutory and Church inquiry processes. As the process progresses additional assessment, therapy and support services may be offered.

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<sup>9</sup> [Safeguarding Policy Statements & Practice Guidance](#)

<sup>10</sup> [Safeguarding Training and Development Practice Guidance](#)

The Church will take responsibility for ensuring that steps are taken to protect others when any Church Officer is considered a risk to children, young people and vulnerable adults. This will be done by working to mitigate any identified risks according to a safeguarding agreement.

Church Officers who are the subject of concerns or allegations of abuse belong to families, congregations and church communities. The Church will be mindful of the need to provide support to members of families, parishes and congregations affected by the Church Officers in such situations.

## 6. Responding to those that may pose a present risk to others

The Church, based on the message of the gospel, opens its doors to all. It will therefore endeavour to offer pastoral care and support to any member of the church community whom may present a known risk.

The Church will ensure that any risk has been assessed and is being managed in a safeguarding agreement in accordance with House of Bishops policy and practice guidance. This will be done in collaboration with the relevant statutory agencies in accordance with criminal, civil and ecclesiastical law.

### Putting the policy into action

All parts of the Church of England must adopt or take account of this Policy Statement within their own safeguarding policy<sup>11</sup>. The Policy Statement must actively underpin all safeguarding work within the Church and the drive to improve safeguarding practice. All Church bodies should ensure that:

- All Church Officers have access to this Policy Statement;<sup>12</sup>
- The Policy Statement is promoted and publicised;
- The Church's safeguarding message is communicated as reflected in the policy;
- They have a "Promoting a Safer Church" action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly.

Latest versions of the Church of England's Safeguarding documents can be found here:

<https://www.churchofengland.org/clergy-office-holders/safeguarding-children-vulnerableadults/national-policy-practice-guidance.aspx>

If you are concerned that someone you know is at risk of, or is being abused, or presents a risk to others please seek advice from a Safeguarding Adviser or if necessary report the matter to the Local Authority Social Care Services or the Police without delay

<sup>11</sup> A shortened 'at a glance' version of this Policy Statement will be prepared for Parish, Dioceses, Cathedrals and other church bodies and be available on the national website

<sup>12</sup> This may be access to a Parish or Diocesan website and/or a hard copy A4 Policy statement

**Appendix 5**



The Parish of **St Paul the Apostle and St John the Baptist, Tottenham**

is committed to implementing the House of Bishops' safeguarding policies and good practice guidance. A formal statement to adopt the House of Bishops' "Promoting a Safer Church; safeguarding policy statement" was agreed by the Parochial Church Council and recorded in the minutes of the meeting on

*Signed ...S.Dawkins.....*

(Parish Priest)

*Date: ...17<sup>th</sup> November 2024.....*

*Signed ...S.Duah.....*

(Church Warden)

*Date: ...17<sup>th</sup> November 2024....*

*Signed .....K.Brown.....*

(Church Warden)

*Date: ...17<sup>th</sup> November 2024....*



## Appendix 6



protecting-all-gods-children.pdf

**(Double click to access document)**

## Appendix 7

### Principles of the House of Bishops' Child Protection Policy

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- We are committed to the safeguarding, care and nurture of the children within our church community.
- We will carefully select and train ordained and lay ministers, volunteers and paid workers with children and young people using the Criminal Records Bureau, amongst other tools, to check the background of each person.
- We will respond without delay to every complaint made, that a child or young person for whom we are responsible may have been harmed.
- We will fully co-operate with statutory agencies during any investigation they made into allegations concerning a member of the church community.
- We will seek to offer informed pastoral care to any child, young person or adult who has suffered abuse.
- We will care for and supervise any member of our church community known to have offended against a child.

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All parishes can obtain a copy of the House of Bishops' child protection policy '*Protecting all God's Children*'. Copies can be ordered from Church House Publishing on Tel: 020 7898 1594, or the document can be downloaded from the website [www.chpublishing.co.uk](http://www.chpublishing.co.uk).

PARISH SAFEGUARDING INFORMATION

## Statement on Safeguarding Children and Adults at Risk

Every person has a value and dignity, which comes directly from the creation of people in God's image. Christians see this potential as fulfilled by God's re-creation 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.

We commit ourselves to nurture, protect and safeguard all our members, particularly children, young people and adults at risk.

We recognise that safeguarding is the responsibility of the whole church.

We undertake to exercise proper care in the selection, appointment, training and support of those working with children or adults at risk.

We will respond without delay to concerns or allegations that a child or adult at risk may have been harmed, cooperating fully in any investigation.

We will challenge any abuse of power by anyone in a position of trust.

We will seek to offer pastoral care to anyone who has suffered abuse.

We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or adult at risk.

Please refer to the **Parish Safeguarding Policy Statement, Diocesan Safeguarding Policy Promoting a Safer Diocese (2018)** and the National Church's **Safeguarding Policies** and **Parish Safeguarding Handbook** for more information.

Vicar/Rector/Priest in charge: *Fr Staffan Dawkins*

Churchwarden: *Sammy Duah* Churchwarden: *Kathleen Brown*

### Safeguarding Officer



**Yaa Asantewaa**  
**Church Safeguarding Officer**

Our Safeguarding Officer is the first person to speak to if you have any concerns around the welfare of a child or vulnerable adult.

**You can contact them on: 0756342295**

Thirtynine:Eight's 24-hour helpline: 0303 003 1111

The following team members have completed safeguarding training: Yaa Asantewaa, Kim Kendall-Johnson, Fr Brown, Sandra Salmon, Sammy Duah, Maureen Bacchus, Susan Tuchmarsh.

The following people are our first aiders: Pat Waidron, Pat Thompson, Pamela Campbell, Kathleen Brown, Muriel

### Children's Champion



**Kim Kendall-Johnson**  
**Children's Champion**

The Children's Champion is here to be an advocate for all children in all areas of Parish life making sure their views are heard and

**You can c**



We are proud to be members of the Children's Charter.