



Diocese of Bristol
Parish of Yate



St. Mary's Church, Church Road, Yate
St. Nicholas' Church, Abbotswood, Yate
St. James' Church, Westerleigh
St. Peter's Church, Wapley

18 March 2024

Safeguarding Children, Young People and Vulnerable Adults
Policy

“Every person has a value and dignity which comes directly from their creation in God's own image and likeness. Christians have a duty to value, understand and respect the rights of children and adults as people of faith in the life of the church.”

Diocese of Bristol Safeguarding Policy, 2023

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1. Policy Context

In developing this policy, the Parish of Yate commits to following the safeguarding policies of the Church of England, safeguarding policy and guidance as issued by the Diocese of Bristol and commits to working within legislation and statutory guidance as related to the Safeguarding of Children, Young People and Adults.

The main relevant policies and guidance documents are:

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Church of England:

Protecting all God's Children, 2010
Promoting a Safe Church, 2006
Promoting a Safer Church – Policy Statement, 2017
Safer Recruitment and People Management: Practice Guidance, 2021
Safeguarding Learning and Development Framework, 2021
Responding Well to Domestic Abuse, 2017
Responding Well to Victims and Survivors of Abuse, 2021
Responding to, assessing and managing safeguarding concerns or allegations against church officers, 2017
Roles and Responsibilities of Church Office Holders and Bodies, 2017
Safeguarding Children, Young People and Vulnerable Adults, 2021
Safer Environment and Activities, 2019
The Code of Safer Working Practice, 2019
Safeguarding Records Joint Practice Guidance, 2015
Safeguarding Records Retention Tool Kit, 2015
General Statement on Safeguarding Children in Towers, 2015

Further information can be found via the Church of England Safeguarding e-manual and Policy and Practice Guidance pages:

[Safeguarding e-manual | The Church of England](#)
[Policy and Practice Guidance | The Church of England](#)

Diocese of Bristol:

Safeguarding Policy, 2023
Allegations Management Procedure, 2023
Ministering to those who may present a risk, 2023

These documents can all be found on the Diocese of Bristol website:

<https://www.bristol.anglican.org/aboutus/safeguarding/safeguardingresources/>.

Statutory Guidance:

Working Together 2018: This guidance from the Department for Education describes safeguarding processes and the safeguards that every organisation must have in place, including faith organisations, when safeguarding children. Read or download a PDF version of the guidance at [Working Together to Safeguard Children](#) or view it online at www.workingtogetheronline.co.uk

Care and Support Statutory Guidance 2016: This is guidance from the Department of Health which describes safeguarding processes for adults and the responsibilities of different organisations:

<https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance#safeguarding-1>

2. Policy Statement

It is the responsibility of all members of the Parish of Yate to give paramount importance to the nurture and care of children, young people and vulnerable adults, in a safe and secure environment. It is about preventing harm to children and adults, wherever possible.

We recognise that:

- The welfare of the child, young person or vulnerable adult is paramount.
- Everyone has different levels of vulnerability and each of us may be regarded as vulnerable at some time in our lives.
- All children, young people and adults who may be vulnerable (regardless of age, disability, gender, marriage and civil partnership, pregnancy, maternity, race, religion or belief, sex or sexual orientation) have the right to equal protection from all types of abuse or harm which can occur in all families and communities.
- Working in partnership with children, young people, vulnerable adults and their parents, carers and other agencies is essential in promoting their welfare.

We will develop a culture across our parish that:

- Enables a safe and caring community to provide a loving environment where there is a culture of 'informed vigilance' as to the dangers of abuse.
- Enables and encourages concerns to be raised and responded to openly and consistently in accordance with these procedures and protects children, young people and vulnerable adults from actual or potential harm.
- Ensures all people are welcomed, respected and safe from abuse.
- Values, listens to and respects children, young people and vulnerable adults, encouraging them to be active contributors to the parish.
- Encourages vulnerable adults to lead as independent a life as possible.

When concerns are raised, we will:

- Respond without delay to every concern raised that a child, young person or vulnerable adult may have been harmed, or may be at risk of harm, through abuse or neglect.
- Work with police, local authority and other partners in any investigation, including where allegations are made against a member of the parish.
- Challenge any abuse of power, especially by anyone in a position of trust.

If abuse has occurred, we will ensure:

- Informed and appropriate pastoral care is offered to any child, young person or adult who has suffered abuse, including support to make a complaint if so desired.
- Supervision is provided for any member of the Parish known to pose a risk of harm to others.

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- Appropriate pastoral care is provided to any member of our church against whom an allegation is made.

In all recruitment we will:

- Carefully select those with any responsibility within the Parish (including voluntary workers) in line with the Church of England *Safer Recruitment and People Management Guidance*, 2021¹ (see [Safeguarding e-manual | The Church of England](#)) and provide ongoing supervision, support and training.

In our publicity we will:

- Share information about good safeguarding practice with children, young people and vulnerable adults, their parents, carers and all those working and worshipping with them.
- We will ensure that a statement on our commitment to safeguarding, together with local and national contacts for information and support, and a copy of this Policy and Procedures published on our Parish website² and our *A Church Near You* webpage³.

3. Who is a child, young person, or vulnerable adult?

Children and young people: for the purposes of this policy, means anyone under the age of 18 years. Children and young people may be abused by an adult or child, male or female. It is far more common for a child or young person to be abused by a person known to them than by a stranger. This could be a parent, family member, friend, teacher, clergy or anyone else. Children may be abused in person or via electronic media, and they may experience harm as a result of seeing or hearing the abuse of others.

Where conflicts of interest arise between the welfare of the child and that of adults, the child's wellbeing must always be of paramount importance and priority.

Vulnerable adults: The Care Act 2014 defines an adult to whom statutory safeguarding duties apply as an adult who:

- *Has needs for care and support (whether or not the Local Authority is meeting any of these needs).*
- *Is experiencing, or at risk of, abuse or neglect.*
- *As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of, abuse or neglect.*

(Care and Support Statutory Guidance, 2016)

¹ [Safer Recruitment and People Management Guidance | The Church of England](#)

² <https://www.yateparish.org/>

³ <https://www.achurchnearyou.com/church/11803/>

The definition may apply to anyone 18 years old and over who may not be able to protect themselves from abuse, harm, neglect or exploitation, which may be by reason of illness, physical, sensory or learning disability or impairment, mental illness, or use of drugs or alcohol. Increased vulnerability may be temporary or permanent and may be visible or invisible.

An adult may be abused or neglected by family (including spouse, parents and children), friends, carers (paid and unpaid), professionals, strangers or members of the community. Those at risk may live alone, with family or in a care setting, eg a residential home.

4. What is abuse and neglect?

Please see the table attached as **Appendix 2**. This outlines the forms of abuse noted in legislation related to safeguarding children, young people and vulnerable adults, alongside some examples and potential indicators that abuse or neglect may be happening.

5. Roles and Responsibilities

Name	Responsibilities
Parochial Church Council (PCC)	<ul style="list-style-type: none">• Adopt and implement the House of Bishop's Safeguarding Policy <i>Promoting a Safer Church</i>• Have due regard to the safeguarding policies and procedures provided by the House of Bishops and Diocese of Bristol• Appoint, where possible, an appropriately experienced Parish Safeguarding Officer to work with the diocese, ministry team and PCC• Ensure all recruitment of both staff and volunteers working with children, young people and vulnerable adults is underpinned by the <i>Safer Recruitment and People Management Guidance, 2021</i>• Adopt and implement <i>Ministering to those that may present a risk, 2023</i>• Work with the PSO to ensure that all church officers are aware of the safeguarding policy and procedures and that all staff and volunteers are trained appropriately to their roles and responsibilities• Review, agree and re-publish this safeguarding policy and procedures each year, or as needed if changes are required, together with any relevant policies or statements• Ensure adequate insurance for all activities

Name	Responsibilities
Parish Safeguarding Officer (PSO)	<p>As stated in the Diocese of Bristol document <i>Role of the 'Parish Safeguarding Officer'</i>:</p> <ul style="list-style-type: none"> • Support the PCC and ministry team with implementing this Safeguarding Policy and Procedures • Ensure that the recruitment of all staff and volunteers is underpinned by current Church of England Safer Recruitment and People Management Guidance • Be available for anyone to speak to regarding safeguarding concerns • Inform the PCC and relevant staff and volunteers about required and available safeguarding training • Report on safeguarding in the Parish as a standing item at each PCC meeting • Monitor via annual audit and annual report to PCC and APCM regarding adherence to policy and procedures, including a statement on compliance with the duty to have 'due regard'
Team Rector	<ul style="list-style-type: none"> • Provide leadership concerning safeguarding and encourage everyone to promote a safer church • Act as a point of contact should there be any safeguarding concern or allegation regarding a PSO
Churchwardens	<ul style="list-style-type: none"> • Take part in the allegations management procedure when required • Take part, as required, in an 'agreement' as per <i>Ministering to those that may present a risk, 2023</i>
Activity Leaders	<ul style="list-style-type: none"> • Abide by the Parish of Yate safeguarding policy and procedures and other relevant guidance including Safer Recruitment and People Management Guidance • Complete, and regularly review, a risk assessment for each activity • Ensure activities are run according to good practice guidance • Work with the PSO and Lead Recruiter to ensure all volunteers have up-to-date training and a DBS check, where appropriate • Ensure all new volunteers complete an agreed induction programme • Supervise volunteers

Name	Responsibilities
Staff and Volunteers	<ul style="list-style-type: none">• Follow the policy and practice guidance• Report any safeguarding concern as per policy
Church Members	<ul style="list-style-type: none">• Seek to create a safer church• Raise any safeguarding concerns as per policy

Notes:

Leaders – refers to any person acting on behalf of the Parish of Yate who has been given responsibility for guiding the work of others.

PCC – refers to the Parochial Church Council of the Parish of Yate, which acts as the Trustee body for the Parish and therefore carries the legal responsibility for its activities. The PCC consists of clergy, church wardens and others elected by the APCM of the parish.

Staff – refers to all those employed by the Parish of Yate PCC or by the Diocese of Bristol and assigned to the Parish of Yate.

Volunteers – refers to any person working for the Parish of Yate in a voluntary capacity.

6. Related Policies

Photographs and Videos

It is the policy of the Parish of Yate that no one should take photographs of children or young people without the written consent of that child's parent or carer, and the consent of that child where they are old enough to give consent.

Where photographs are to be taken, consent will be gained from parents and carers in advance, using the agreed form. This will stipulate who will take photos, for what purpose they may be used, how they will be stored and after what period they will be destroyed.

Only those delegated with that responsibility by the PCC may ask for parental consent and arrange the taking of any photo or video.

Where an event may be photographed and is open to the public, signs will be displayed noting that photographs and/or video may be taken and inviting anyone not wishing to be in any photos or video to make this known to a named person. The photographer/ videographer will be named on these signs and will wear ID.

All photos and videos taken for the Parish of Yate should be stored securely on devices belonging to PCC. No photo or video should be taken on a personal mobile phone nor left stored on personal photography or videography equipment.

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No photo will be taken, shared or used for any purpose which shows a child in any state of undress.

Children will not be named in publicity related to photographs or video.

Communications and Social Media

The Parish is committed to courteous and effective communication that upholds the beliefs and values of the Christian faith and respects the different perspectives and sensitivities of those who might read any communication put out under its name or on one of its communication platforms. Above all, it is committed to ensuring that its communication platforms are not used to offend, cause harm to or otherwise abuse any person or as a platform for publicising political views. The Parish has, therefore, developed the *Yate Parish Social Media Policy* to provide a framework in which all communication will take place and to offer guidance on good practice in using social media.

Hire of Church Premises for non-church events and activities

(whether a fee is chargeable or not)

Organisations and individual users hiring premises across the Parish of Yate will be expected to abide by this safeguarding policy or, where they work regularly with children, young people or vulnerable adults, to have their own safeguarding policy.

The Parish of Yate is responsible for overseeing users and ensuring that the agreed hire process and forms are in use. This will include obtaining a copy of the hirer's safeguarding policy, where relevant, and providing a copy of this policy. (See separate *Hire of Church Premises templates*.)

Complaints Procedure

The Diocese of Bristol has a complaints procedure for those wishing to complain about safeguarding handling issues. This is explained on the diocesan website⁴.

Speaking Out (Whistle Blowing)

Paid staff, volunteers and members of the parish should be encouraged to acknowledge their individual responsibility to bring matters of unacceptable practice, performance or behaviour to the attention of the parish representatives. If this is not possible, concerns can be shared with the diocese. The Diocese of Bristol has a *Speaking Out (Whistle Blowing) Policy* on the diocesan website⁵.

⁴ <https://www.bristol.anglican.org/documents/allegations-management-procedure/>

⁵ <https://www.bristol.anglican.org/churchlife/resourcesforparishes/hr-advice-and-guidance-for-parishes/hr-advice-and-guidance-for-parishes>

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7. Policy Implementation and Review

This policy is agreed by the Parish of Yate PCC on **18 March 2024**.

All staff, volunteers and clergy are required to abide by this policy and procedures.

This policy and procedures will be published on the Parish website⁶; and a printed copy will be available in each church building.

This policy will be monitored via annual audit and annual report to PCC and APCM.

This policy will be reviewed annually for approval at the PCC Meeting next before the APCM.

Next review due: 31/03/2025

⁶ <https://www.yateparish.org/>

Safeguarding Children, Young People and Vulnerable Adults Procedures

***Safeguarding is everyone's business; see something, do something
Doing nothing is not an option***

1. What to do if you are concerned that abuse or neglect of a child, young person or vulnerable adult may be happening

Everyone has a duty to recognise and report suspected, discovered or alleged abuse, harm, neglect or exploitation to children, young people or vulnerable adults. You are not required to investigate anything that might lead to a safeguarding referral.

Therefore, if ...

- The behaviour of a child or vulnerable adult gives any cause for concern;
- An allegation is made in any context about a child or vulnerable adult being harmed;
- The behaviour of any individual towards children or vulnerable adults causes concern;

... you must ...

- **Recognise** that abuse or neglect may be happening.
- **Respond** to the concern.
- **Record** all the information you have received.
- **Report** the concern.

Do

Make sure your and their immediate situation is safe.

When:

- There is imminent danger, or the person needs immediate medical help, ...
 - ▶ phone the emergency services on **999**.
- There is an imminent risk of harm ...
 - ▶ contact the police on **101**; or ▶ contact:

South Gloucestershire [Children's] Access and Response Team

01454 866000 - Monday to Friday

01454 615165 - Out of hours/Weekends

South Gloucestershire Adult Care

01454 868007 - Monday to Friday

01454 615165 - Out of hours/Weekends

- The situation is of concern but is not urgent ...
 - ▶ contact the Parish, or your Church, Safeguarding Officer (*see Appendix 1: contact details*) to report the concern and provide a written record. This will enable the Parish Safeguarding Officer to take the appropriate action.

Note: *Anyone can report a concern directly to the police or the Local Authority at any time.*

If you make a report to the police or the Local Authority and the situation is made safe, inform the Parish Safeguarding Officer as soon as possible and provide a written record within 24 hours.

Do

- ✓ Preserve evidence.
- ✓ If possible, and appropriate, move to a quiet space.
- ✓ Keep calm and do not to show shock or disbelief.
- ✓ Tell them you will need to share their concerns with the Parish Safeguarding Officer, police, or social care, as appropriate.
- ✓ Ensure you are taking it seriously and reassure them that they are doing the right thing in speaking with you.
- ✓ Let the person talk at their own pace and say what they want to say. If you need to clarify points, use open questions for example:
 - “**T**ell me ...” what happened.
 - “**E**xplain ...” about the incident.
 - “**D**escribe ...” where it was, what happened.
- ✓ Clarify your understanding of any ambiguous language.
- ✓ Write down what the child, young person or vulnerable adult says using the words that they use. Do this as soon as you can but within 24 hours. Take a note of **what**, **when**, **where** and **who** and with whom the information has been shared.
- ✓ Inform the Parish Safeguarding Officer, and your activity leader if appropriate.

Don't

- × Promise to keep secrets or confidences.
- × Tell them to speak with another person.
- × Ignore their concerns.
- × React as though you do not believe them or are shocked.

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- × Use leading questions/words, for example “Why?”, “Was it ...?”
- × Press for additional details.
- × Pass on information to those who are not required to be involved, not even for prayer ministry.
- × Contact the person(s) about whom the allegation is made.

Positions of Trust: the Sexual Offences Act 2003 has been amended to clarify the meaning of a person in a “position of trust”. Under the new law, A has a position of trust in relation to B if they actually and knowingly coach, teach, train, supervise or instruct B on a regular basis in a sport or a religion.

The age of consent for sexual activity in the UK rises from 16 years to 18 years where one person in a position of trust is involved. The implication of this change in law is to make it illegal for religious leaders and sports coaches to engage in sexual activity with those aged 16 and 17 years.

If there is an allegation that a person in a position of trust (clergy, PCC member, staff member or volunteer) has abused or neglected a child, young person or vulnerable adult, or that such a person may present a risk to a child or adult, the Diocese of Bristol *Allegations Management Procedure, 2023*⁷ will be followed. In brief this procedure requires that:

- The concern should be reported as above; report should reach the police and/or Local Authority within 1 working day.
- The concern should not be made known to the person against whom the allegation is raised without agreement with the police and/or the Local Authority.
- Next steps will be decided in conjunction with the police, Local Authority representatives (including the Local Authority Designated Officer where there is a concern for the welfare of a child), the Diocesan Safeguarding Officer and parish representatives (usually the PSO, Team Rector and Churchwardens).

If the concern is about the Parish Safeguarding Officer, contact the Team Rector or Diocesan Safeguarding Officer.

If a person is identified who has a caution or conviction for abuse of children and/or adults and who may pose a risk to others (usually those with convictions for sexual or violent offences): the Diocese of Bristol guidance *Ministering to those who may present a risk, 2023*⁸ will be followed. In brief, this guidance advises that the Parish Safeguarding Officer and Diocesan Safeguarding Officer are made aware and that the individual is informed that:

⁷ <https://www.bristol.anglican.org/aboutus/safeguarding/safeguarding-policies-and-procedures/>

⁸

<http://www.bristol.anglican.org/content/pages/documents/59f69dcc0f98e48336828e56a14ded8890ed6c4d.docx>

- To support their being part of the congregation as safely as possible, contact will be made with police, probation and other agencies connected with their case.
- The Diocesan Safeguarding Officer and Church leaders will need to know of their circumstances.
- A risk assessment will need to be completed.
- And that a written agreement will be needed between the individual and the Church which agrees when the individual will or will not be involved in church services and activities, boundaries of behaviour and support offered.

2. Confidentiality, Consent and Information Sharing

- Confidential information can and should be shared appropriately.
- Be open and honest with the person from the outset about the reason for information sharing, what will be shared, with whom and how.
- Where possible, share information with consent.
- Consent can be overridden in specific circumstances.
- Actions and decisions must always be recorded.
- You have a legal obligation to pass on confidential information when a child, young person or vulnerable adult is at risk of significant harm to themselves or others, or where a crime has been or may have been committed.

Children:

- When experiencing, or at risk of, abuse or neglect, children may ask those who know not to tell anyone.
- Such concerns must be reported to the appropriate authorities to enable appropriate help and support to be received.
- Parents' or carers' consent will be sought for information to be shared with the local authority or other agencies – except where to do so would place a child at increased risk.
- Where the allegation is against an individual who may have access to other children or adults who may be at risk the referral should be made without seeking consent.

Advice should be sought from statutory authorities (police or local authority) or the Diocesan Safeguarding Officer where there is any doubt as to whether a concern should be referred or whether parents or carers should be informed.

Adults:

The *Care Act 2014 Statutory Guidance* advises that the priority in adult safeguarding should always be to ensure the safety and wellbeing of the vulnerable adult.

- An adult's informed consent should be sought before making a safeguarding referral.

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- An adult's views on what should happen, and their desired outcomes, should be recorded. It is important to remember this view may change at any time and this needs to be respected.

A safeguarding referral could be considered without consent when:

- There is a risk to other adults or children.
- The allegation concerns organisational or systemic abuse.
- The adult making the allegation has been assessed as lacking mental capacity to consent to the safeguarding. (*You will not be expected to complete a mental capacity assessment.*)
- The adult is subject to coercion or undue influence to the extent that they are unable to give informed consent.

The *Care Act 2014 Statutory Guidance* includes this helpful statement:

"If the adult has the mental capacity to make informed decisions about their safety and they do not want any action to be taken, this does not preclude the sharing of information with relevant professional colleagues. This is to enable professionals to assess the risk of harm and to be confident that the adult is not being unduly influenced, coerced or intimidated and is aware of all the options. This will also enable professionals to check the safety and validity of decisions made. It is good practice to inform the adult that this action is being taken unless doing so would increase the risk of harm".

3. Record Keeping

Records of all safeguarding concerns will be kept by the Parish Safeguarding Officers. They will keep a record of the initial concern and all actions taken. The records will be securely held in the Parish Office. All those involved with any safeguarding concern must ensure that they provide to the Safeguarding Officer any records related to that case for secure storage.

Records will be retained as per Church of England guidance *Safeguarding Records: Joint Practice Guidance for the Church of England and the Methodist Church 2015*⁹.

The Parish of Yate does not have access to secure email systems. Therefore, great care should be taken that confidential information making an individual identifiable by name, address etc should not be communicated electronically via email, social media or text, nor left on an answerphone.

Records must be maintained of staff and volunteer training and DBS checks. These will be maintained by the Parish Administrator as Lead Recruiter.

Any clergy leaving the Parish must hand over to the Parish Safeguarding Officer all printed and electronic material containing confidential safeguarding information for

⁹ <https://www.churchofengland.org/sites/default/files/2017-11/safeguarding%20joint%20practice%20guidance%20-%20safeguarding%20records.pdf>

secure storage or destruction. The Parish Safeguarding Officer will decide what information should be passed on to any replacement.

4. Safer Recruitment and ongoing support and supervision

All recruitment of staff and volunteers will be undertaken in line with Church of England policy *Safer Recruitment and People Management, 2021*¹⁰.

- Recruitment of staff and volunteers will only be undertaken by those delegated such responsibility from PCC.
- Recruitment of staff and volunteers will only be undertaken according to agreed process.
- All recruited staff and volunteers will be made known to PCC.
- No one who has not been safely recruited will be permitted to work unsupervised with children, young people or vulnerable adults.

In brief: All staff and volunteers will:

- Have all recruitment checks completed and approved prior to starting in post.
- All eligible staff and volunteers will have a repeat DBS disclosure every 3 years. Any lapsed DBS check will require the post holder to stand down until the check has been completed.
- Attend safeguarding training as required by the Church of England.
- Attend any other training as decided by the PCC.
- Have a named supervisor.

Where an activity is supported by volunteers from a church outside the Parish, safer recruitment and continuing safeguarding management will remain the responsibility of a volunteer's home church, as agreed with that church in an appropriate memorandum of understanding to ensure adherence to good safeguarding practices.

The Parish of Yate is following the national *Safeguarding Learning & Development Framework*¹¹ (2021) to ensure all staff and volunteers are trained in aspects of safeguarding relevant to their role and are able to develop and maintain the skills and competence to safeguard and protect their parish in line with the *Promoting a Safer Church – Policy Statement 2017*. Safeguarding training aims to equip staff and volunteers with the confidence and skills they need to care for and support children, young people and vulnerable members of the church to recognise and respond to abuse. See [Safeguarding e-manual | The Church of England](#) for role descriptions, DBS eligibility and safeguarding training requirements.

¹⁰ <https://www.churchofengland.org/safeguarding/safeguarding-e-manual/safer-recruitment-and-people-management-guidance>

¹¹ <https://www.churchofengland.org/safeguarding/safeguarding-e-manual/safeguarding-learning-and-development-framework>

Appendix 1: contact details

- Parish Safeguarding Officer is: Beverley Hodgson 0791 3387478
yateparishsafeguarding@gmail.com
- Church Safeguarding Officers are:
 - St Nicholas', Abbotswood – Roz Bailey [07504284601]
 - St James', Westerleigh – Carol Goddard [07807851978]
 - St Peter's, Wapley – Jenny Shiles [01454 312143]
- Diocesan Safeguarding Officer can be contacted on 0117 906 0100.
- If advice is needed on a safeguarding issue and the PSO or DSO are not available, Thirtyone:eight provides a helpline that can be contacted on 0303 003 11 11. Please state that you are calling from a Diocese of Bristol church and contact your PSO as soon as possible to report that you sought advice from Thirtyone:eight and the action taken.
- **South Gloucestershire [Children's] Access and Response Team**
 - 01454 866000** - Monday to Friday
 - 01454 615165** - Out of hours/Weekends
- **South Gloucestershire Adult Care**
 - 01454 868007** - Monday to Friday
 - 01454 615165** - Out of hours/Weekends
- Police: 999 (emergency) or 101 (non-emergency)

Information about where to get further help with child or adult safeguarding issues can be accessed on the safeguarding section of the Parish website¹².

¹² <https://www.yateparish.org/>

Appendix 2: Categories of Abuse and additional information
Categories, Definitions and Indicators of Harm (Last Updated April 2017 v4)

Type Of Harm	Definition	Examples	Indicators
<p>Physical</p> <p>Adults and Children</p>	<p>Non-accidental harm to the body. From careless rough handling to direct physical violence.</p> <p>Unlawful or inappropriate use of restraint or physical interventions.</p>	<p>Hitting, slapping, pinching, shaking, pushing, scalding, burning, dragging, kicking, physical restraint, locking an individual in a room or a car.</p>	<p>History of unexplained falls or minor injuries, bruising which is characteristic of non-accidental injury – hand slap marks, pinch marks, grip marks, bite marks, scalds, flinching, reluctant to undress.</p>
<p>Sexual</p> <p>Adults and Children</p>	<p>Direct or indirect involvement in sexual activity without capacity and/or consent. Individual did not fully understand or was pressured into consenting.</p> <p>Note: A child under 16 years old can never consent to any sexual act</p>	<p>Coercion to be involved in the making or watching of pornographic material. Coercion to touch e.g. of breasts, genitals, anus, mouth, masturbation of either self or others, penetration or attempted penetration of vagina, anus, mouth with or by penis, fingers and or other objects</p>	<p>Pregnancy in a woman unable to give consent, difficulty in walking or sitting with no apparent explanation, torn, stained or bloody underclothes or bedding, Bleeding, bruising to the rectal and/or vaginal area, bruising. Behavioural changes, sexually explicit behaviour, explicit language, self-harm, obsession with washing, fear of pregnancy may be exaggerated</p>
<p>Emotional</p> <p>Adults and Children</p>	<p>Behaviour which has a harmful effect on an individual’s emotional wellbeing or development, causing mental distress undermining their self-esteem and affecting individual’s quality of life.</p> <p>Wilful infliction of mental suffering by a person in a position of trust and power.</p>	<p>Shouting, coercion, bullying, blaming, insulting, ignoring, threats of harm or abandonment, intimidation, harassment, humiliation, depriving an individual of the right to choice and their privacy, dignity, self -</p>	<p>Loss of interest, withdrawn, anxious or depressed, frightened, avoiding eye contact, irritable, aggressive or challenging behaviour, unexplained sleep disturbance, self-harm, refusing to eat, deliberate soiling, unusual weight gain or loss.</p>

Type Of Harm	Definition	Examples	Indicators
		<p>expression, deprivation of contact, undermining self-esteem, isolation and over-dependence. Failure to provide a loving environment for a child.</p>	
<p>Neglect Adults and Children</p>	<p>Failure of any person who has responsibility for the charge, care or custody of a vulnerable adult or child to provide the amount and type of care or treatment that a responsible person could be expected to provide.</p>	<p>Fail to meet basic needs including food, environment, access to health care and education, failure to provide for social needs.</p>	<p>Unwashed/ dirty appearance, clothes too small/big, untreated sores or infections, isolation.</p>
<p>Financial Adults</p>	<p>The unauthorised taking (theft), deprivation or misuse of any money, income, assets, funds, personal belongings or property or any resources of a vulnerable adult without their informed consent or authorisation.</p>	<p>Misuse of power of attorney or appointeeship. Money and possessions stolen, misuse or misappropriating money, valuables or property, possessions or benefits, undue pressure in connection with wills, property, inheritance or financial transactions, denying the vulnerable adult the right to access funds, unauthorised disposal of property or possessions, being asked to part with money on false pretences,</p>	<p>Unexplained or sudden inability to pay bills, Power of Attorney obtained and misused when a person lacks or does not lack mental capacity to understand, unexplained withdrawal of money with no benefits, person lacking goods or services that they can afford, extortionate demands for payments for services</p>

Type Of Harm	Definition	Examples	Indicators
Organisational Adults	Involves the collective failure of an organisation to provide safe, appropriate and acceptable standards of service to adults at risk. Mainly relates to health and social care provision but aspects may be relevant to Church settings	Lack of individualised care, inappropriate confinement or restriction, sensory deprivation, inappropriate use of rules, custom and practice	Whistle blowing policy not in place and accessible, insufficient employees training and development. Organisational standards not meeting those laid down by regulatory bodies, service users not treated with dignity and respect, diverse needs not recognized and valued in terms of age, gender, disability, ethnic origin, race or sexual orientation, services not flexible
Discriminatory Adults	Exists when values, beliefs or culture result in a misuse of power that denies opportunity to some groups or individuals.	Verbal abuse, harassment or similar treatment, unequal treatment, deliberate exclusion from services such as education, health, justice and access to services and protection, harmful or derisive attitudes, inappropriate use of language	Repeated exclusion from rights afforded to citizens such as health, education, employment and criminal justice
Modern Slavery	Encompasses 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.	Adult or Child trafficked into UK or between places in UK for purpose of sexual abuse or labour. Adult or Child forced to work as domestic servant. Adult or child forced to work as sex worker, farm labourer, car cleaner.	Individual may not have their passport or Identity documents. They may not have access to or contact with friends and family. May never be left alone, live in poor conditions, not be able to leave of own free will. May have no access to funds.

Type Of Harm	Definition	Examples	Indicators
			May not know where they are or who they are with.
Self-Neglect	A wide range of behaviour involving neglecting to care for one’s personal hygiene, health or surroundings and includes behaviour such as hoarding.	May not react to or appropriately fulfil needs for health care, food, warmth. May live in an environment that is an environmental or fire risk and not take any measure to reduce risk or inadequate measures.	Environment which is poorly maintained, dirty, animal infested, cramped to the degree that it places the individual’s wellbeing at risk. May have untreated or inadequately treated physical health issues.
Domestic Violence	Incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse by someone who is or has been an intimate partner or family member regardless of gender or sexuality. Age range 16+	Includes: psychological, physical, sexual, financial, emotional abuse; so-called ‘honour’ based violence; Female Genital Mutilation; forced marriage.	Appears to be afraid of partner / of making own choices, behaves as though she/he deserves to be hurt or mistreated, low self-esteem or appear to be withdrawn, appears unable or unwilling to leave perpetrator, makes excuses for or condones the behaviour of the person alleged to have caused harm, blames abuse on themselves
Spiritual Abuse ¹³¹⁴ (not defined in Statutory Guidance)	Inappropriate use of religious belief or practice	The misuse of the authority of leadership or penitential discipline, oppressive teaching or intrusive healing or deliverance ministries which may result in various types of harm.	Could be any of the above.

¹³ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/175437/Action_Plan_-_Abuse_linked_to_Faith_or_Belief.pdf

¹⁴ <https://thirtyoneeight.org/media/gbsj1haw/spiritualabusesummarydocument.pdf>

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Some Additional Information:

Child Sexual Exploitation: All children and young people can be at risk of sexual exportation. This includes boys and girls of any age. This is a form of sexual abuse. Whilst young people can give consent to sexual acts from the age of 16 (so long as they have the capacity to do so) they continue to be a risk of sexual exploitation beyond their 16th birthday. **Any concern that a child or young person may be at risk of or experiencing sexual exploitation must be reported immediately to Children's Social Care or the police.** Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur through the use of technology without the child's immediate recognition; for example, being persuaded to post sexual images on the Internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person's limited availability of choice resulting from their social/economic and/or emotional vulnerability.

Female Genital Mutilation: Female genital mutilation (sometimes referred to as female circumcision) refers to procedures that intentionally alter or cause injury to the female genital organs for non-medical reasons. The practice is illegal in the UK. It has been estimated that over 20,000 girls under the age of 15 are at risk of female genital mutilation (FGM) in the UK each year, and that 66,000 women in the UK are living with the consequences of FGM. However, the true extent is unknown, due to the "hidden" nature of the crime. The girls may be taken to their countries of origin so that FGM can be carried out during the summer holidays, allowing them time to "heal" before they return to school. There are also worries that some girls may have FGM performed in the UK. Any concern that a child of adult who may be vulnerable may be at risk of FGM must be reported immediately to the relevant Local Authority or directly to police.

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Terrorism and Extremism: Any person may become drawn into extremism or sympathy with such views and into terrorism. This will often happen through contacts made via the internet but a culture that supports this can develop in any community, group, school or faith organisation. The Counter-Terrorism and Security Act 2015 places duties on certain bodies, not including Faith Organisations (excepting where such an organisation runs a school or other relevant premises) to have due regard to the need to prevent people from being drawn into terrorism. Everybody should be alert to any indication that a person or group may be developing or has developed an interest or ideology that may include harm to others. **Any concern related to this whether for a child or adult must be reported to the police without delay.**

Position of Trust: The Sexual Offences Act 2003 has been amended to clarify the meaning of a person in a “position of trust”. Under the new law, A has a position of trust in relation to B if they actually and knowingly coach, teach, train, supervise, or instruct B on a regular basis in a sport or a religion.

The age of consent for sexual activity in the UK rises from 16 years to 18 years where one person in a position of trust is involved. The implications of this change in law are to make it illegal for religious leaders and sports coaches to engage in sexual activity with those aged 16 and 17 years.