

POLICY DECEMBER 2021 (Version 4 - Agreed March 2025)
Church of the Living Hope
Safeguarding policy

Section 1

CHURCH OF THE LIVING HOPE.

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Senior Leader Name: Rev Andy Bookless

Senior Leader Contact Telephone / Email: 07527 243781 / andypbookless@gmail.com

Safeguarding Coordinator: Eraine Kozel

Safeguarding Coordinator Contact Telephone 0164669834 mobile: 07968 722506

Email address: erainekozel@aol.com Charity Number: 1197334

Insurance Company: Markel International Insurance Company Limited

Policy Number CD 57017

The following is a brief description of our Church and the type of work / activities we undertake with children and adults who have care and support needs:

The Church of the Living Hope is a new church. We hold regular Sunday services in the morning and the evening. We run a regular parent and toddlers group organised and led by experienced volunteers. We have also recently started a weekday group for young people aged 11 and over, with a strong team of leaders. We hope to organise a wider range of activities for children, young people and others.

Our commitment

As trustees we recognise the need to provide a safe and caring environment for children, young people and adults.

We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect.

We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”.

We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.”

As trustees we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance.

We are committed to building constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and any attached practice guidelines are based on the ten Safe and Secure safeguarding standards published by thirtyone:eight. (thirtyone:eight.org)

The Trustees undertake to:

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
 - support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.

The Trustees agree not to allow the document to be copied by other organisations.

Section 2

Prevention

Understanding abuse and neglect

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

In order to safeguard those in our place of worship / organisation we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19 which states:

1. Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.

2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.

Also for adults the UN Universal Declaration of Human Rights with particular reference to Article 5 which states:

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

Detailed definitions, and signs and indicators of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

Safer recruitment

The Trustees will ensure all workers and volunteers who will work directly with children or adults will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- There is a written job description / person specification for the post
- Those applying have completed an application form and a self-declaration form

- Those shortlisted for paid employment have been interviewed .
- Volunteers have been interviewed by the group leader/s.
- Safeguarding has been discussed at the interview.
- Written references have been obtained, and followed up where appropriate

A disclosure and barring check has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)

- Qualifications where relevant have been verified.
- A suitable training programme is provided for the successful applicant and all volunteers
- The applicant/volunteer has completed a probationary period
- The applicant /volunteer has access to a copy of The Church of the Living Hope's safeguarding policy and knows how to report concerns. The policy will be put on the church website.

Safeguarding training

The Trustees are committed to on-going safeguarding training and development opportunities for all workers /volunteers developing a culture of awareness of safeguarding issues to help protect everyone. All our workers / volunteers will receive induction training and undertake recognised safeguarding training on a regular basis.

The Trustees will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

Management of Workers – Codes of Conduct

As Trustees we are committed to supporting all workers / volunteers and ensuring they receive support and supervision. All workers / volunteers have been issued with a code of conduct towards children, young people and adults with care and support needs.

Section 3

Practice Guidelines

As a church working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers / volunteers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

We will seek to ensure good practice is followed in every activity we are involved in and expressed clearly in any guidelines that are produced. These will be attached or in the appendices.

Working in Partnership

There can be great diversity of organisations and settings and therefore variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse. As the church grows and develops, we will ensure our safeguarding policy and procedures will reflect this.

As these circumstances develop, we will establish clear guidelines with regard to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and have a partnership agreement for safeguarding.

We believe good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

Section 4

Responding to allegations of abuse

All Allegations of abuse, regardless of perceived severity, must be recorded. Under no circumstances should a volunteer or worker carry out their own investigation into an allegation or suspicion of abuse. Follow procedures as below:

- Documenting a concern

The worker or volunteer should make a report of the concern in the following way:

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to:

Name: Eraine Kozel

Tel: 01646698343 Mobile;- 07968 722506

Email: erainekozel@aol.com

The above is nominated by the Trustees to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

Eraine will write up, scan and save to a secure folder or vault. Hard copies to be kept by Andy Bookless in secure filing cabinet, for the correct designated period

- In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to:

Name: Rev. Andy Bookless

Tel: 07527 243781

Email: andypbookless@gmail.com

If the suspicions implicate both the Safeguarding Co-ordinator and the Deputy, then the report should be made in the first instance to:

thirtyone:eight PO Box 133, Swanley, Kent, BR8 7UQ.

Tel: 0303 003 1111.

Alternatively contact Social Services or the police.

- The Safeguarding Co-ordinator should contact the appropriate agency or they may first ring the thirtyone:eight helpline for advice. They should then contact the Multi Agency Safeguarding Hub (MASH) or social services in the area the child or adult lives.

Name of local authority: Pembrokeshire county council

Children's Social Services Duty Officer

Tel: 01437776444 contact Centre;- 01437764551

Out of hours Tel: 0300 333 2222

Website Address: pembrokeshire.gov.uk

Adult Social Services

Tel: 01437 764551

Out of hours Tel: 03003 332222

Website Address: pembrokeshire.gov.uk

Police Protection Team Tel: Dyfed Powys Police non emergency 101

- The Safeguarding Co-ordinator may need to inform others depending on the circumstances and/or nature of the concern
 - Trustee/Minister responsible for safeguarding who may need to liaise with the insurance company or the charity commission to report a serious incident. ▪ LADO (Local Authority Designated Officer - Contact local Social Services or the Police) if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place, in line with GDPR requirements.
- Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Services, the Police or taking advice from thirtyone:eight.
- The Trustees will support the Safeguarding Co-ordinator/Deputy in their role and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.
- It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from thirtyone:eight, although the Trustees hope that members of The Church of The Living Hope will use this procedure. If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or, where they have a disagreement with the Safeguarding Coordinator as to the appropriateness of a referral, they are free to contact an outside agency directly. We hope by making this statement that the Trustees demonstrate their commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the safeguarding co-ordinator/ deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Detailed procedures where there is a concern about a child:

Allegations of physical injury, neglect or emotional abuse.

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children's Social Services (or thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted Children's Social Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm. A written record with date and brief summary of advice will be kept by the Safeguarding Co-ordinator.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Services directly for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

This may include modern day slavery; county lines and discrimination in all forms.

Allegations of sexual abuse

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team directly. They will NOT speak to the parent/carer or anyone else.

Seek and follow the advice given by thirtyone: eight if for any reason they are unsure whether or not to contact Children's Social Services/Police. Thirtyone: eight will confirm its advice in writing for future reference.

This may include forced marriage and FGM.

Detailed procedures where there is a concern that an adult is in need of protection:

Suspicious or allegations of abuse or harm including; physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, FGM, modern slavery, domestic abuse.

If there is concern about any of the above, Safeguarding Co-ordinator/Deputy will:

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively thirtyone: eight can be contacted for advice.
- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

If there is a concern regarding spiritual abuse, Safeguarding Co-ordinator will: ●

Identify support services for the victim i.e. counselling or other pastoral support

- Contact thirty one: eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

Allegations of abuse against a person who works with children/young people

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Services in regards to the suspension of the worker
- Make a referral to a designated officer formerly called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

Allegations of abuse against a person who works with adults with care and support needs

The safeguarding co-ordinator will:

- Liaise with Adult Social Services in regards to the suspension of the worker /volunteer.
- Make a referral to the DBS following the advice of Adult Social Services

The Care Act 2014 places the duty upon Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not the church.

Section 5

Pastoral Care

Supporting those affected by abuse

The Trustees are committed to offering pastoral care and support, working with the statutory authorities as appropriate, to all those who have been affected by abuse who have contact with or are part of The Church of The living Hope.

Working with offenders and those who may pose a risk

When someone attending The church of The Living Hope is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the Trustees will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set up clear boundaries for that person, including a signed safe-guarding agreement, which they will be expected to keep. If the person concerned breaks the agreement, then they will be supported to find an alternative place of worship. The boundaries that are set will be based on an appropriate risk assessment, and through consultation with appropriate parties.

Adoption of the policy

This policy was agreed by the Trustees and will be reviewed annually in March

Signed by: Position:

Signed by: Position

Date:

A copy of this policy is also lodged with

Rev Andy Bookless, 14 Gleneagles Close, Hubberston, SA73 3SG.

