

**Policy for the safeguarding of Children and Young People for the
Parochial Church Council of St Peter's Church, Leckhampton.**

**Reviewed in accordance with the Diocesan Policy and adopted by the
PCC on 10.01.23.**

This policy will be reviewed each year to monitor the progress which has been achieved and a copy shared with the Archdeacon at the time of the Visitation.

1. The PCC accepts the diocesan policy statement and guidelines on working with children and young people.
2. The PCC seeks to provide a caring, warm and consistent atmosphere and environment in which children and young people can develop and grow and in which they can learn in safety. Children and young people will be treated as individuals and with equal concern.
 - *A policy statement for mentoring young people is attached to the end of this document.*
 - *There is a detailed document setting out safeguarding procedures in respect of St Peter's lead position in South Cheltenham Churches' application for the resettlement of a refugee family under the Home Office scheme. This can be seen in the Parish Office on request.*
3. The PCC recognises the following areas of work with children and young people:
 - South Cheltenham Churches Youth Groups and Management Committee
 - Choir and music groups
 - Bell-ringing
 - Altar serving
 - Little Pebbles Toddler Group
 - Junior Church, which provides Sunday School activities, and includes Breakfast Church and Parables and Pastries.
 - The work of the Director of Music in the training of the organ scholar.
4. The PCC will ensure:
 - I. Everyone involved in the care of children and young people, whether through paid employment or volunteer roles are personally made aware of the diocesan policy and the PCC policy. In accordance with Diocesan guidance all PCC members will be DBS checked.
 - II. Everyone involved in the care of children and young people, existing and in the future from the date the PCC policy is accepted, will be interviewed by the parish priest, or an appropriate other, and asked to follow the online disclosure procedure in accordance with diocesan regulations.
 - *The procedure will be strictly confidential and, except under compulsion of law, will be seen only by the above named person or those acting on the Bishop's behalf).*
 - III. Completed forms are appropriately held in church records. All information on workers with children and young people will be kept locked away safely and confidentially.
 - IV. Employment and volunteer recruitment practice sets out clearly what level of disclosure applies, so that no one is active in a role until the required disclosure has been received and any subsequent risk assessment has been satisfactorily completed.
 - V. Candidates for a paid post or volunteer position submit in writing any convictions or other disqualifying behaviour that might be revealed in the disclosure process.

- *This information will only be taken into account when relevant to the post in question.*
 - *It should be submitted in an envelope clearly marked 'Private and confidential' and handed to the person specifically identified for this purpose in the recruitment process.*
- VI. Compliance with the rolling programme of DBS rechecks administered through the diocese.
 - VII. Everyone involved in working with children and young people are clear about the nature of the work they have agreed to do and know the name of the person to whom they are responsible.
 - VIII. The parish priest/named person will be responsible, on the PCC's behalf, for implementing and monitoring this policy.
 - IX. Training opportunities are encouraged.
 - X. The PCC and the Diocesan Human Resources Manager are informed of the names of those who work with children and young people and will be notified of any changes.
 - XI. Adequate provision of insurance cover for all activities for children and young people, in line with the House of Bishop's guidance, is in place.
 - XII. A copy of this policy is made available to all employees and volunteers of this church, and to parents/guardians.
 - XIII. This policy is reviewed annually and adopted at the APCM, or subsequent PCC meeting if needed.
 - XIV. Any individual organisation renting/using its premises for activities involving children and young people, are aware of their own individual responsibilities to have appropriate safeguarding policies and processes in place.
 - XV. Any complaint made regarding a child/young person for whom we are responsible, who may have been harmed or is in significant danger, will be reported immediately and we will fully cooperate with statutory agencies during any investigation into allegations concerning a member of the church community.
 - XVI. The statutory agency is informed of any suspected criminal offenders or concerns that we are made aware of in respect of our contact with children, and we will inform and work closely with the Diocesan Human Resources Manager and all statutory agencies throughout.
 - XVII. Informed pastoral care is provided to any child, young person or adult who has suffered abuse, and that they are provided with details of local and national support agencies.
 - XVIII. A close working arrangement with the diocese to ensure that we effectively supervise and support any member of our church community known to have offended against a child.
 - XIX. We work closely with the diocese to ensure that any required DBS or other required checks and references, including the five year rolling re-check programme, are complied with.
 - XX. We work closely with the diocese in ensuring appropriate people are trained and updated on good practice and any legal changes.
 - XXI. A copy of this policy is displayed on the parish notice board in church and in the parish office.

South Cheltenham Churches Youth Project Mentoring Young people

Lone Person Policy

- 1) Always meet the young person in a public place like a cafe for example
- 2) Please ensure Sarah McDonald-Haden knows when you are planning to meet a young person and how long for and where you will be.
- 3) Please use the work phone provided for all form of contact with a young person and ring/text Revd Sarah when arriving and departing for any mentoring sessions.
- 4) When a young person wishes to share a confidence, before they do, just remind them that you will have to share it, if you are concerned for their welfare.
- 5) Please have your work phone on during a mentoring session
- 6) Ensure you know the location of the exits of the building you are in, due to an emergency or the mentee potentially getting aggressive
- 7) If you are concerned about the situation you are in please contact either Abbie Marsh on 07708 540732 or Revd Gary Grady on 01242 511522 immediately.

Signed

Vicar Date: 10.01.23

Churchwarden Date: 10.01.23

Safeguarding Officer Date: 10.01.23