



Central Telford Parish

Parish Safeguarding Policy

Dated: 13th February 2018

The Parochial Church Council of Central Telford Parish will take all reasonable care to ensure the safety of the children, young people and vulnerable adults for whom it bears responsibility.

1. Pam Spellen is our approved Safeguarding Co-ordinator for the calendar year 2017 and she is the point of contact through which concerns about child protection will be channelled.
2. She is responsible to the PCC for ensuring that these procedures are implemented.
3. The PCC will work towards adopting the recommendations of the House of Bishops as published in the Policy for Safeguarding Children

Protecting All God's Children (2010)

<https://www.churchofengland.org/media/37378/protectingallgodschildren.pdf>

and Promoting a Safe Church (2006)

<https://www.churchofengland.org/media/37405/promotingasafechurch.pdf>

4. The PCC will ensure full compliance with Health and Safety Guidelines.
5. The PCC is directly responsible for the following groups which include children and young people:
 - Messy Church
 - Telford Youth Fellowship
 - Lawley Smallies
 - Little Fishes
 - Jolly Tots of Malinslee
 - Trinity Tots
6. Community groups who use Church buildings in the Parish or hire the Church Hall will be required to satisfy the PCC that they have a Safeguarding policy, if they do not have their own policy, the PCC will present their own Safeguarding policy for group to adopt and implement. These currently (May 2017) include
 - Slimming World
 - Tai chi
 - Diddi dance
 - Tae Kwondo
 - Tai chi
 - Pilates
 - Scouts association (scouts, cubs, beavers)
 - Clubbercise
7. Validation: Leaders must be aged 18 or over working with children and young people, under 18s may assist with leadership roles but must be supervised at all times. Community groups who use Church buildings in the Parish or hire the Church Hall will be required to complete the Parish Building Hire Verification Form.
 - Applicants will be required to complete the Lichfield Diocesan declaration.
 - Applicants will be required to provide two references using the Diocesan Safeguarding Policy form.
 - Before appointment or the continuation of any appointment, appointees may need to apply for and supply clearance from the Disclosure & Barring Service.
8. Only suitable and responsible people may become key holders, references will be taken up in accordance with the Safer Recruitment policy and they will be required to complete the Lichfield

Diocese Declaration. Access and Usage of Church Buildings will be monitored as far as is reasonably possible.

9. Completed declaration forms and references will be confidential to and securely held by the Incumbent or, in the event of a vacancy, by the Rural Dean or Archdeacon.
10. The PCC will use the Disclosure & Barring Service for checking leaders' criminal records where appropriate. This will be done via the Safeguarding Office, St Mary's House, The Close, Lichfield. WS13 7LD
11. The PCC requires groups listed in 5 to provide, in writing, at least the following:
 - A list of its current leaders and details of their roles, provision for training and support
 - When and where the group meets, its normal working pattern and the age range it covers.
12. The PCC require groups that are working with children and young people:
 - To agree clear roles for leaders
 - Set up structures to train and support their leaders in their roles
 - Agree statements of working practice.
13. The PCC reserves the right to decline a request for use of a church building when it considers the suggested activity is incompatible with the Christian faith.
14. The PCC will provide leaders and those working in Safeguarding access to guidance and training in the understanding of child/vulnerable adult abuse.
15. The PCC will issue clear guidelines for avoiding situations where children or young people could be in danger.
16. The PCC will publish on the notice boards at the back of the church and in the Church Hall, a copy of the Diocesan Safe Guarding Flow Chart (available on the Diocesan website) In addition, all validated leaders and key holders will be given a copy.
17. The PCC will carry public liability insurance and will insure all leaders and staff for personal accident.
18. The PCC will implement a plan to monitor annually that the procedures are being followed.
19. The PCC will make a copy of this policy and its procedures available, if requested, at The Archdeacon's visitation.
20. This Policy and its procedures will be monitored by the Safeguarding Co-ordinator who will report to the PCC annually.
21. The PCC will review the policy and its procedures annually in the month of November for implementation the following calendar year.

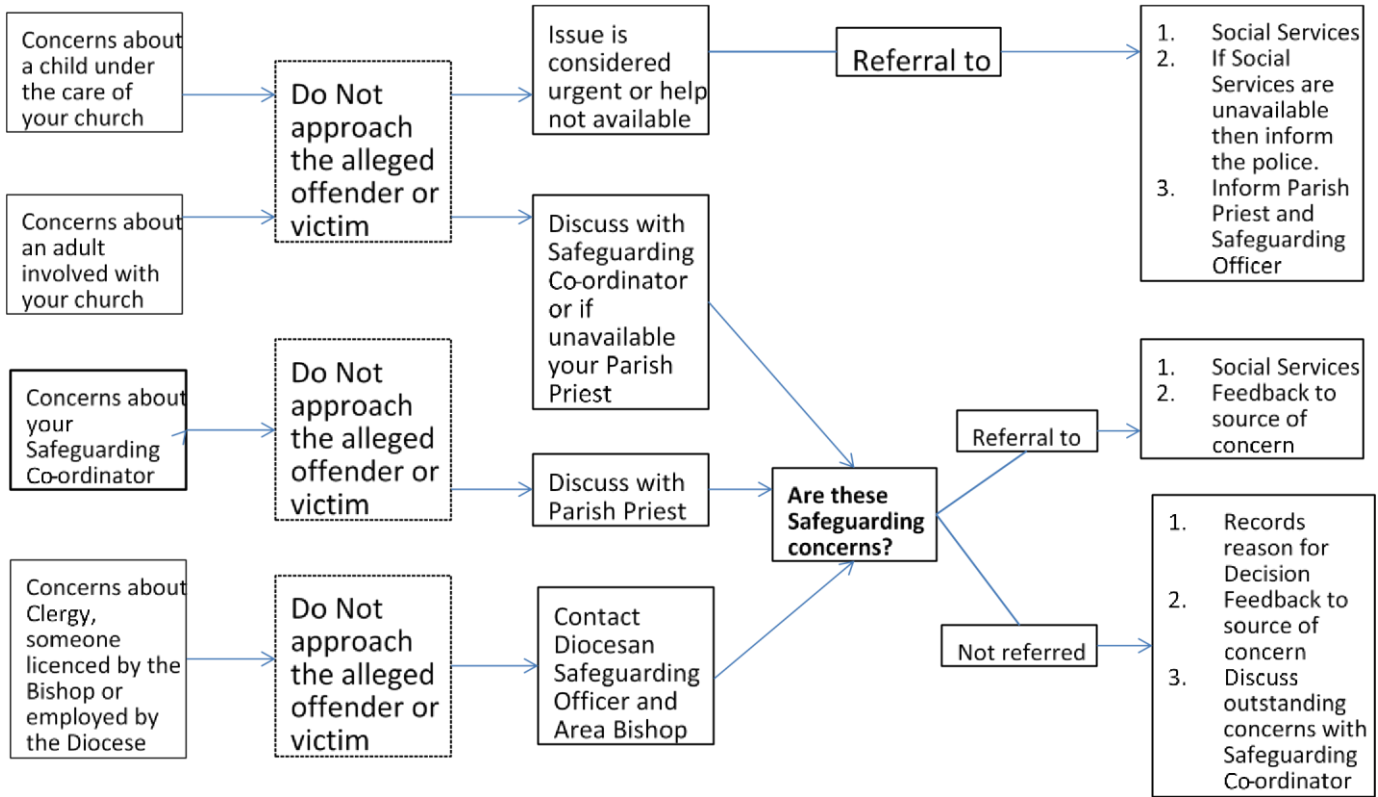
Agreed at CTP PCC Meeting on Tuesday 13Th February 2018

A handwritten signature in black ink, appearing to read 'Storey' with a stylized initial 'S'.

Rev Tim Storey (Rector)

Date: 14th February 2018

IN THE EVENT OF A SAFEGUARDING ISSUE IN YOUR CHURCH



Contact Numbers

Safeguarding Co-ordinator: **Rev Anne Roberts** (07470 400301)
 Parish Priest: **Rev Anne Roberts** (07470 400301)
 Diocesan Safeguarding Officer (Children): **Kim Hodgkins** (01543 306030)
 Diocesan Safeguarding Officer (Adults): **Sally Smith** (01782 266066)
 Shrewsbury Area Bishop...The **Rt. Revd Sarah Bullock** (01743 235867)
 Telford & Wrekin Safeguarding Children Board: 01952 380622
 Police: Call 101



Central Telford Parish

Parish Building Hire Verification Form

Dated:

Name of Person or Company	
Church or Building being hired	
Date of Booking	
Start Time of Booking	

End Time of Booking	
Nature of Booking	
Agreed fee for Booking	
Is This a Regular Booking	Yes/No
I have read and agree to abide by the terms of the Lichfield Diocesan declaration	Signed (On Behalf of the Hirer)
Reference 1 Name	
Reference 1 Address	
Reference 1 Telephone	
Reference 1 Email address	
Reference 2 Name	
Reference 2 Address	
Reference 2 Telephone	
Reference 2 Email address	
DBS Clearance for those involved in the event has been seen by the Parish	Signed (On Behalf of the Parish)
Confirmation of Booking	Signed (On Behalf of the Parish)

PCC of Central Telford Parish – March 2019

This policy was reviewed and readopted by the PCC on Tuesday 12th March 2019

Signed

Rev Tim Storey, Rector