

## SAFEGUARDING ADULTS POLICY

---



This statement was adopted by the Church of the Ascension, Hall Green at a Parochial Church Council meeting held on 25 September 14 (Amended 19 November 2015 and 17 November 2016)

This policy will be reviewed each year to monitor the progress which has been achieved

1. We recognise that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some time in our lives.
2. As members of this parish we commit ourselves to respectful pastoral care for all adults to whom we minister.
3. We commit ourselves to the safeguarding of people who may be vulnerable, ensuring their well-being in the life of this church.
4. We commit ourselves to promoting safe practice by those in positions of trust.
5. The parish commits itself to promoting the inclusion and empowerment of people who may be vulnerable.
6. It is the responsibility of each of us to prevent the physical, emotional, sexual, financial and spiritual abuse of vulnerable people and to report any such abuse that we discover or suspect to the incumbent or the designated lead person(s) for adult safeguarding.
7. We undertake to exercise proper care in the appointment and selection of those who will work with people who may be vulnerable.
8. The parish is committed to supporting, resourcing, training and regularly reviewing those who undertake work amongst people who may be vulnerable.
9. The parish adopts the guidelines of the Church of England and the Diocese.
10. Each person who works with vulnerable people will agree to abide by these recommendations and the guidelines established by this church.

This church appoints Christopher Walton to represent the concerns and views of vulnerable people at our meetings and to outside bodies.

Incumbent: Revd Paul Leckey

Churchwardens: Kim Meadows and Clive Jones

Date: 17/11/2016

## **PARTICULAR RESPONSIBILITIES**

### **Clergy and those who have a position of responsibility within the church**

Those with a leadership role within the church are expected to work with the whole congregation to promote the welfare of vulnerable adults in the church and the community.

### **Parish Lead Person for Safeguarding Vulnerable Adults:**

*Christopher Walton*

- **Advocacy** at the PCC and other meetings (in the church and the community) with regard to the concerns of those who are vulnerable.
- **Checking** that the PCC policy is being followed in a co-ordinated way in the activities of the church.
- **Listening** to concerns about their care raised by adults who are vulnerable. Where there are concerns about care, being a point of contact with the person designated in the Diocese (Bishop's Adviser for Safeguarding Adults). The lead person does not pass on concerns to an outside body without referral to the diocesan designated adviser.

The **Parish Lead Persons for Safeguarding Vulnerable Adult** is appointed by the PCC and are responsible to the PCC and the vicar.

### **In the Diocese**

### **The Bishop's Advisor for Vulnerable Adults: The Revd Lucille Arlidge and can be contacted via The Bishop's Office: 0121 427 1163**

She has responsibility for:

- Overseeing training for staff and volunteers, provided in liaison with the Bishop's Child Protection and Safeguarding Adults Management Group.
- Advising parishes with regard to policy, procedures and good practice.
- Advising on whether a referral to statutory bodies is appropriate.
- The annual review of the Bishop's Policy for Adult Safeguarding.

### **Our Procedures**

#### **Recruitment Procedures**

The Vicar and the PCC have overall responsibility for the recruitment of paid workers and volunteers in all church sponsored organisations.

We will require all hirers of our premises who run regular activities for those who may be vulnerable to have their own policy and procedures and to provide us with an assurance that these are implemented and to provide us with a copy.

#### **Responsibilities of the church in recruitment**

- We will provide every worker and volunteer with clear instructions and information in respect of their role, adequate support and supervision and regular opportunities for review
- We will assess all new and current volunteer and paid worker roles and, where the role is deemed to be eligible, apply for an appropriate level criminal record check

- We will keep a Parish Information log of Disclosure and Barring Applications and renew application every 5 years
- We accept responsibility for initiating and providing initial and on-going training for all our paid workers and volunteers
- A worker or volunteer about whom there are concerns or against whom an allegation has been made will cease to perform that role, without prejudice, until an investigation into the allegation/concern is conducted.
- We will ensure appropriate supervision of anyone who is known to have offended against a vulnerable adult who attends activities organised by us
- We commit to the support of adult and child survivors of abuse
- We commit to providing appropriate support and guidance to any individual within our church community who is accused of causing harm to a vulnerable person in our care.
- We will review our Safeguarding Adults Policy annually in September to ensure that it meets all current legislation, House of Bishop's policies and the Bishop's Policy for Adult Safeguarding.

**Responsibilities of volunteers and paid staff working with vulnerable adults (see Our Procedures above)**

It is expected that those leading activities with vulnerable adults, or visiting homes regularly will;

- Complete an application form and confidential declaration. Name 2 referees, one of whom should be from a current employer or previous church
- Complete a disclosure if required
- Have an appropriate interview
- Be open to support and review
- Receive supervision and support in their role
- Inform the vicar in writing of any relevant change in circumstances