



Brixham Community Church

Safeguarding Policy

QUICK REFERENCE

Safeguarding Co-ordinator

Sarah Perkin /Nicky Pither (07772 591357)

Lead Recruiter

Sarah Perkin

Trustee contact for Safeguarding

Richard Ward (07772 591357)

ThirtyOne:Eight

(formerly the Churches' Child Protection Advisory Service (CCPAS))

0303 003 1111

Torbay Multi-Agency Safeguarding Hub (MASH)

01803 208100 (office hours) or Emergency Team: 01803 524519

Police

08452 777444

Emergency

999

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SECTION 1 – BCC'S DETAILS

Name of Organisation

Brixham Community Church

Address

3 Hill Park Close, Brixham TQ5 9EX

Telephone Number

07772 591357

Email Address

admin@brixhamcc.co.uk

Membership of Denomination

Assemblies of God (GB)

Charity Number

1163200

Company Number

09660899

Insurance Company

Congregational Union

Type of Insurance

Public Liability

Brief Description

Brixham Community Church meets on Sunday mornings at 10:30am at Brixham College. Activities we undertake at present are limited by lack of premises other than what is currently hired on a Sunday.

On Sunday mornings, children leave the main service for their own activities after a short time of corporate worship. They are accompanied by two DBS checked adults.

OUR COMMITMENT

As a Leadership 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 a Leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and attached practice guidelines are based on the ten Safe and Secure safeguarding standards published by the ThirtyOne:Eight (formerly CCPAS).

The Leadership undertakes 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.
- ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and vulnerable adults.
- file a copy of the policy and practice guidelines with ThirtyOne:Eight and any amendments subsequently published. The Leadership agrees not to allow the document to be copied by other organisations.

SECTION 2 – RECOGNISING AND RESPONDING TO AN ALLEGATION OR SUSPICION OF ABUSE

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 places of worship and organisations 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. States 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 symptoms of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

DEFINITIONS OF ABUSE

CHILDREN

The four definitions of abuse below operate in England based on the government guidance 'Working Together to Safeguard Children (2018)'.

PHYSICAL ABUSE

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

EMOTIONAL ABUSE

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

SEXUAL ABUSE

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape, buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

NEGLECT

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food and clothing, shelter including exclusion from home or abandonment, failing to protect a child from physical and emotional harm or danger, failure to ensure adequate supervision including the use of inadequate care-takers, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

ADULTS

Abuse is a violation of an individual's human and civil rights by another person or persons. Abuse may consist of single or repeated acts.

It may be physical, verbal or psychological, it may be an act of neglect or omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it.

Within this context abuse can take the form of:

PHYSICAL ABUSE

This includes hitting, pushing, kicking, misuse of restraint or inappropriate sanctions

SEXUAL ABUSE

Sexual assault or acts to which the adult did not, or could not, consent

PSYCHOLOGICAL ABUSE

Emotional abuse, threats, deprivation of contact, humiliation, intimidation, coercion, verbal abuse, isolation or withdrawal from services

FINANCIAL OR MATERIAL ABUSE

Exploitation and pressure in connection to wills, property, inheritance or financial transactions

NEGLECT OR ACTS OF OMISSION

Ignoring medical or physical care needs, withholding of medication or adequate nutrition and failure to provide access to appropriate health, social care or educational services discriminatory abuse – including racist, sexist and other forms of harassment.

DISCRIMINATORY ABUSE

The inappropriate treatment of a vulnerable adult because of their age, gender, race, religion, cultural background, sexuality, disability etc. Discriminatory abuse exists when values, beliefs or culture result in a misuse of power that denies opportunity to some groups or individuals. Discriminatory abuse links to all other forms of abuse.

INSTITUTIONAL ABUSE

The mistreatment or abuse of a vulnerable adult by a regime or individuals within an institution (e.g. hospital or care home) or in the community. It can be through repeated acts of poor or inadequate care and neglect or poor professional practice.

SIGNS AND SYMPTOMS OF ABUSE

CHILDREN

The following signs may or may not be indicators that abuse has taken place, but the possibility should be considered.

SIGNS OF POSSIBLE PHYSICAL ABUSE

- Any injuries not consistent with the explanation given for them

- Injuries which occur to the body in places which are not normally exposed to falls or rough games
- Injuries which have not received medical attention
- Reluctance to change for, or participate in, games or swimming
- Bruises, bites, burns and fractures, for example, which do not have an accidental explanation
- The child gives inconsistent accounts for the cause of injuries
- Frozen watchfulness

SIGNS OF POSSIBLE SEXUAL ABUSE

- Any allegations made by a child concerning sexual abuse
- The child has an excessive preoccupation with sexual matters and inappropriate knowledge of adult sexual behaviour for their age, or regularly engages in sexual play inappropriate for their age
- Sexual activity through words, play or drawing
- Repeated urinary infections or unexplained stomach pains
- The child is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares which sometimes have overt or veiled sexual connotations
- Eating disorders such as anorexia or bulimia.

SIGNS OF POSSIBLE EMOTIONAL ABUSE

- Depression, aggression, extreme anxiety, changes or regression in mood or behaviour, particularly where a child withdraws or becomes clingy
- Obsessions or phobias
- Sudden underachievement or lack of concentration
- Seeking adult attention and not mixing well with other children
- Sleep or speech disorders
- Negative statements about self
- Highly aggressive or cruel to others
- Extreme shyness or passivity
- Running away, stealing and lying

SIGNS OF POSSIBLE NEGLECT

- Dirty skin, body smells, unwashed, uncombed hair and untreated lice
- Clothing that is dirty, too big or small, or inappropriate for weather conditions
- Frequently left unsupervised or alone
- Frequent diarrhoea
- Frequent tiredness
- Untreated illnesses, infected cuts or physical complaints which the carer does not respond to
- Frequently hungry
- Overeating junk food

ADULTS

Evidence of any one indicator from the following lists should not be taken on its own as proof that abuse is occurring. However, it should alert practitioners to make further assessments and to consider other associated factors. The lists of possible indicators and examples of behaviour are not exhaustive and people may be subject to a number of abuse types at the same time.

POSSIBLE INDICATORS OF PHYSICAL ABUSE IN ADULTS

- No explanation for injuries or inconsistency with the account of what happened
- Injuries are inconsistent with the person's lifestyle
- Bruising, cuts, welts, burns and/or marks on the body or loss of hair in clumps
- Frequent injuries
- Unexplained falls
- Subdued or changed behaviour in the presence of a particular person
- Signs of malnutrition
- Failure to seek medical treatment or frequent changes of GP
- Domestic violence or abuse

POSSIBLE INDICATORS OF SEXUAL ABUSE IN ADULTS

- Bruising, particularly to the thighs, buttocks and upper arms and marks on the neck
- Torn, stained or bloody underclothing
- Bleeding, pain or itching in the genital area
- Unusual difficulty in walking or sitting
- Foreign bodies in genital or rectal openings
- Infections, unexplained genital discharge, or sexually transmitted diseases
- Pregnancy in a woman who is unable to consent to sexual intercourse
- The uncharacteristic use of explicit sexual language or significant changes in sexual behaviour or attitude
- Incontinence not related to any medical diagnosis
- Self-harming
- Poor concentration, withdrawal, sleep disturbance
- Excessive fear/apprehension of, or withdrawal from, relationships
- Fear of receiving help with personal care
- Reluctance to be alone with a particular person

POSSIBLE INDICATORS OF PSYCHOLOGICAL OR EMOTIONAL ABUSE IN ADULTS

- An air of silence when a particular person is present
- Withdrawal or change in the psychological state of the person
- Insomnia
- Low self-esteem
- Uncooperative and aggressive behaviour
- A change of appetite, weight loss/gain
- Signs of distress: tearfulness, anger
- Apparent false claims, by someone involved with the person, to attract unnecessary treatment

POSSIBLE INDICATORS OF FINANCIAL OR MATERIAL ABUSE IN ADULTS

- Missing personal possessions
- Unexplained lack of money or inability to maintain lifestyle
- Unexplained withdrawal of funds from accounts
- Power of attorney or lasting power of attorney (LPA) being obtained after the person has ceased to have mental capacity
- Failure to register an LPA after the person has ceased to have mental capacity to manage their finances, so that it appears that they are continuing to do so
- The person allocated to manage financial affairs is evasive or uncooperative
- The family or others show unusual interest in the assets of the person
- Signs of financial hardship in cases where the person's financial affairs are being managed by a court appointed deputy, attorney or LPA
- Recent changes in deeds or title to property
- Rent arrears and eviction notices
- A lack of clear financial accounts held by a care home or service
- Failure to provide receipts for shopping or other financial transactions carried out on behalf of the person
- Disparity between the person's living conditions and their financial resources, e.g. insufficient food in the house
- Unnecessary property repairs

POSSIBLE INDICATORS OF NEGLECT AND ACTS OF OMISSION

- Poor environment – dirty or unhygienic
- Poor physical condition and/or personal hygiene
- Pressure sores or ulcers
- Malnutrition or unexplained weight loss
- Untreated injuries and medical problems
- Inconsistent or reluctant contact with medical and social care organisations
- Accumulation of untaken medication
- Uncharacteristic failure to engage in social interaction
- Inappropriate or inadequate clothing

POSSIBLE INDICATORS OF DISCRIMINATORY ABUSE

- The person appears withdrawn and isolated
- Expressions of anger, frustration, fear or anxiety
- The support on offer does not take account of the person's individual needs in terms of a protected characteristic

POSSIBLE INDICATORS OF ORGANISATIONAL OR INSTITUTIONAL ABUSE

- Lack of flexibility and choice for people using the service
- Inadequate staffing levels
- People being hungry or dehydrated
- Poor standards of care

- Lack of personal clothing and possessions and communal use of personal items
- Lack of adequate procedures
- Poor record-keeping and missing documents
- Absence of visitors
- Few social, recreational and educational activities
- Public discussion of personal matters
- Unnecessary exposure during bathing or using the toilet
- Absence of individual care plans
- Lack of management overview and support

HOW TO RESPOND TO A CHILD WISHING TO DISCLOSE ABUSE

Ensure the physical environment is welcoming, giving opportunity for the child or vulnerable adult to talk in private but making sure others are aware the conversation is taking place. It is especially important to allow time and space for the person to talk.

Above everything else listen without interrupting. Be attentive and look at them whilst they are speaking. Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used.

Try to remain calm, even if on the inside you are feeling something different. Be honest and don't make promises you can't keep regarding confidentiality. If they decide not to tell you after all, accept their decision but let them know that you are always ready to listen. Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language, Braille etc. See Appendix 2 for detailed flow chart.

HELPFUL RESPONSES...

- You have done the right thing in telling.
- I am glad you have told me.
- I will try to help you.

DON'T SAY...

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?
- Why?
- How?
- When?
- Who?
- Where?
- I am shocked, don't tell anyone else

SAFEGUARDING AWARENESS

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

The Leadership 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.

All relevant personnel will be required to attend in-house training.

The Leadership will work with ThirtyOne:Eight to ensure training is kept up to date.

RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse. Following procedures as below and see Appendix 3 for flow chart:

The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to **Sarah Perkin** (hereafter the "Safeguarding Co-ordinator") tel no: **07772 591357** or Nicky Pither (hereafter the "Safeguarding Co-ordinator") tel no: **07772 591357** who are nominated by the Leadership 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.

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 in the first instance to the ThirtyOne:Eight (formerly CCPAS) PO Box 133, Swanley, Kent, BR8 7UQ. Telephone **0303 003 1111**. Alternatively contact Social Services or the police.

Where the concern is about a child the Safeguarding Co-ordinator should contact Children's Social Services. Where the concern is regarding an adult in need of protection contact Adult Social Services or take advice from ThirtyOne:Eight as above.

The local Children's Social Services office telephone number (office hours) is 01803 208100 The out of hours emergency number is 01803 524519.

The local Adult Social Services office telephone number is 01803 219700. If you feel someone is in immediate danger or there is an emergency situation, please call 999.

The Police Protection Team telephone number is 08452 777444.

The Safeguarding Co-ordinator may need to inform others depending on the circumstances and/or nature of the concern (for example the Chair of Trustees to log that a safeguarding concern is being dealt with, Insurance company to log that there is a possibility of a serious incident concerning safeguarding or a Designated Officer (formerly LADO) if allegations have been made about a person who has a role with under 18's elsewhere).

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.

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 Leadership 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 Leadership hope that members of BCC 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 Co-ordinator(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its 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.
- 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 direct 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.

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 direct. 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.

DETAILED PROCEDURES WHERE THERE IS A CONCERN THAT AN ADULT IS IN NEED OF PROTECTION

SUSPICIONS OR ALLEGATIONS OF ABUSE OR HARM INCLUDING; PHYSICAL, SEXUAL, ORGANISATIONAL, FINANCIAL, DISCRIMINATORY, NEGLECT, SELF NEGLECT, FORCED MARRIAGE, 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.

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 need to liaise with Children's Social Services in regards to the suspension of the worker, also making a referral to a designated officer formerly called a Local Authority Designated Officer (LADO).

Working Together to Safeguard Children 2018 no longer refers to them as LADOs only 'designated officers'. However the function remains the same which is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.

In addition to this, whether or not there are such mechanisms in operation, consideration should be given to whether a referral should be made to the Disclosure and Barring Service which manages the list of those people deemed unsuitable for working with children or vulnerable adults. Where you are liaising with a designated officer discuss with them about the need to refer to the DBS. If a designated officer is not involved, you need to contact the DBS if the situation is that the nature of concern leads you to end the employment of the worker or volunteer or would have made this decision in circumstances where they have left voluntarily.

ALLEGATIONS OF ABUSE AGAINST A PERSON WHO WORKS WITH ADULTS WITH CARE AND SUPPORT NEEDS

The Care Act 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 3 – PREVENTION

SAFER RECRUITMENT

The Leadership will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- Where appropriate, there is a written job description / person specification for the post
- Those applying have completed an application form and a self declaration form
- Those short listed have been interviewed
- Safeguarding has been discussed at 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
- The applicant has completed a probationary period
- The applicant has been given a copy of the organisation's safeguarding policy and knows how to report concerns.

MANAGEMENT OF WORKERS – CODES OF CONDUCT

As a Leadership we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a code of conduct towards children, young people and adults with care and support needs (Appendix 3).

SECTION 4 – PASTORAL CARE

SUPPORTING THOSE AFFECTED BY ABUSE

The Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have contact with or are part of BCC and are affected by abuse.

We have members within the church who are willing to offer a listening or counselling service if deemed appropriate by the person affected and the Leadership. However we understand that on some occasions it is more advantageous to refer the person to outside help.

The values we hold as an organisation include,

To show love where love is not.

As this is at the core of our mission we will strive to enable the person affected by abuse to walk a path to healing, restoration and wholeness.

WORKING WITH OFFENDERS

When someone attending BCC is known to have abused children, or is known to be a risk to vulnerable adults the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and vulnerable adults, set boundaries for that person which they will be expected to keep.

If someone who poses a risk to children, young people or vulnerable adults wants to join in with activities, the leadership will take advice from ThirtyOne:Eight before proceeding. If the leadership feel the offender has repented, a contract may be used to ensure he or she follows clearly defined boundaries. For example, they may be assigned a mentor, an accountability group and only be allowed in meetings with children where there are other DBS cleared adults in charge, and have no one-to-one contact with children themselves. The protection of the vulnerable is of highest priority.

SECTION 5 – PRACTICE GUIDELINES

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

As well as a general code of conduct for workers we also have specific good practice guidelines for every activity we are involved in and these are attached/will be developed.

WORKING IN PARTNERSHIP

The diversity of organisations and settings means there can be great 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.

We therefore have clear guidelines in regards 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. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets ThirtyOne:Eight' safeguarding standards.

Signed by: _____ Paul Black, Church Elder

Date: _____

APPENDIX 1 – LEADERSHIP SAFEGUARDING STATEMENT

The Leadership Team at Brixham Community Church recognises the importance of its work with children and young people and adults in need of protection and its responsibility to protect everyone entrusted to our care.

The following statement was agreed by the Leadership on:

This place of worship/organisation is committed to the safeguarding of children and vulnerable adults and ensuring their well-being.

Specifically:

- We recognise that we all have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.
- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.
- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of adults who have care and support needs and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery and will ensure all our policies and procedures reflect this.
- We believe all adults should enjoy and have access to every aspect of the life of the place of worship/organisation unless they pose a risk to the safety of those we serve.
- We undertake to exercise proper care in the appointment and selection of all those who will work with children and adults with care and support needs.

We are committed to:

- Following the requirements for UK legislation in relation to safeguarding children and adults and good practice recommendations.
- Respecting the rights of children as described in the UN Convention on the Rights of the Child.
- Implementing the requirements of legislation in regard to people with disabilities.
- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.
- Keeping up to date with national and local developments relating to safeguarding.
- Following any denominational or organisational guidelines in relation to safeguarding children and adults in need of protection.
- Supporting the safeguarding co-ordinator/s in their work and in any action they may need to take in order to protect children/vulnerable adults.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting parents and families
- Nurturing, protecting and safeguarding of children and young people

- Supporting, resourcing, training, monitoring and providing supervision to all those who undertake this work.
- Supporting all in the place of worship/organisation affected by abuse.
- Adopting and following the 'Safe and Secure' safeguarding standards developed by the ThirtyOne:Eight (formerly CCPAS).

We recognise:

- Children's Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Where working outside of the UK, concerns will be reported to the appropriate agencies in the country in which we operate, and their procedures followed, and in addition we will report concerns to our agency's headquarters.
- Safeguarding is everyone's responsibility.

We will review this statement and our policy and procedures annually.

If you have any concerns for a child or adult with care and support needs then speak to one of the following who have been approved as safeguarding co-ordinators for this place of worship/organisation.

Sarah Perkin/Nicky Pither

Safeguarding Co-ordinators

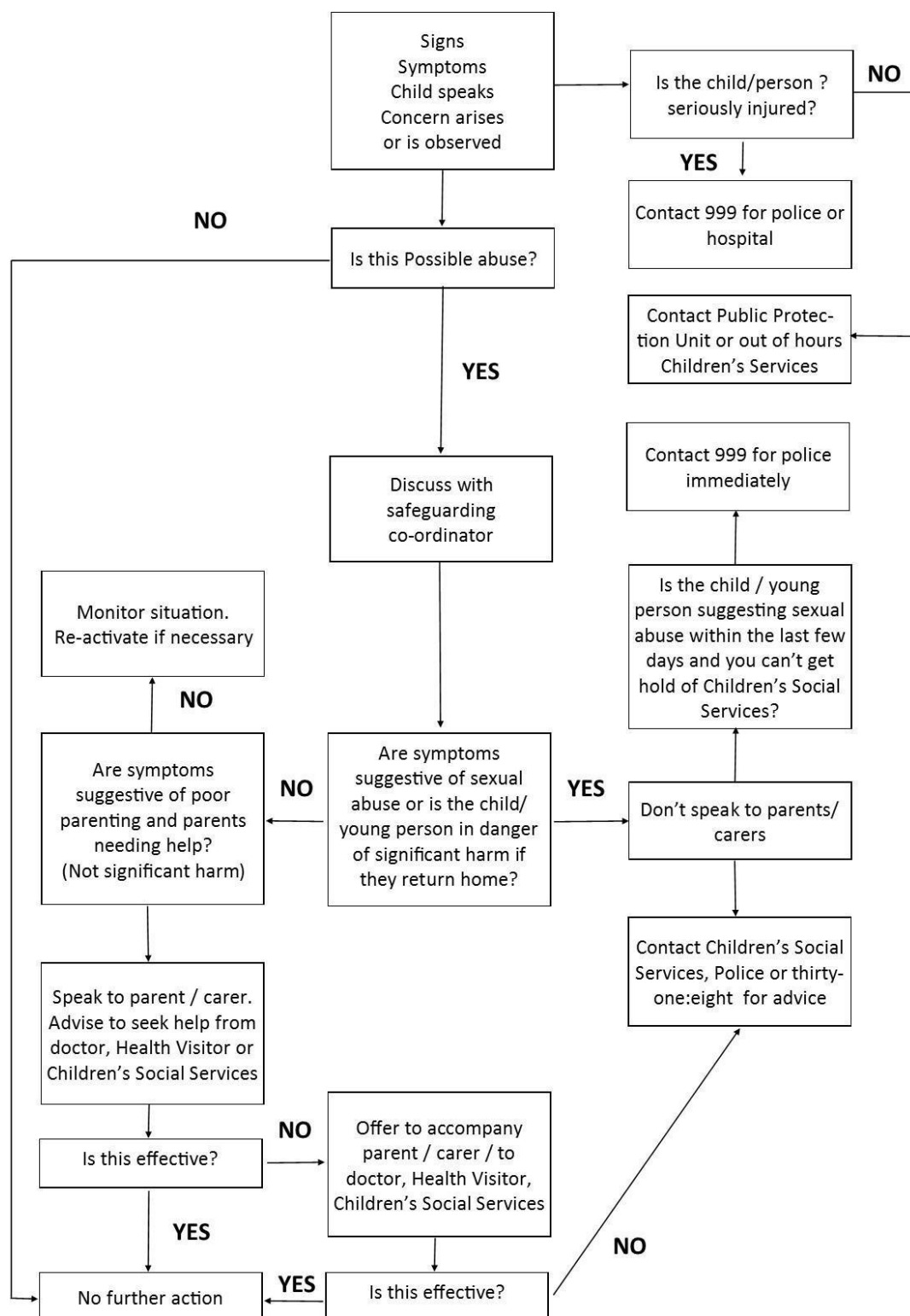
A copy of the full policy and procedures is available from Sarah Perkin, Lead Recruiter.

Signed on behalf of the Leadership Team:

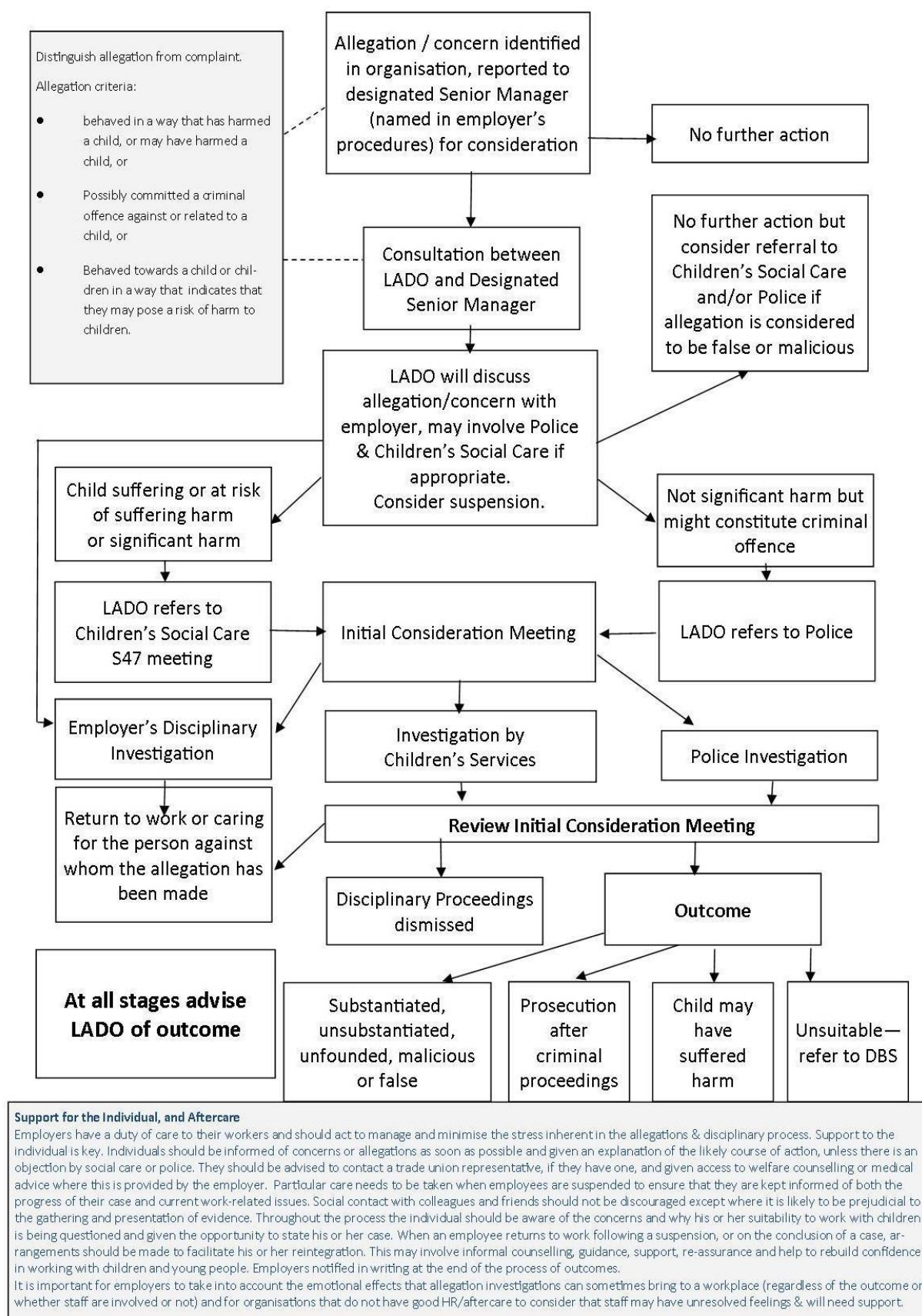
Signed _____ Print Name _____

Date _____

APPENDIX 2 – MANAGING WELFARE CONCERNS AND/OR ALLEGATIONS



APPENDIX 3 – MANAGING WELFARE ALLEGATIONS AGAINST A WORKER OF BCC



APPENDIX 4 – SAFEGUARDING POSTER

Safeguarding is a priority here

We are committed to creating safer places by following statutory guidelines on good working practice.



Your safeguarding team:

Children's safeguarding lead(s):
(for anyone under 18 years)

Contact details

Adult's safeguarding lead(s):
(for anyone 18 years or over)

Contact Details

A copy of our safeguarding policy is available upon request.

In an emergency, or for independent advice call thirtyone:eight on:

0303 003 11 11

With safeguarding support from:

 **thirtyone:eight**
Creating safer places Together.

Thirtyone:eight is an independent Christian safeguarding charity.
Charity No: 3064490. Scottish Charity No: SC040576. Company No: 2846487

APPENDIX 5 – CODE OF CONDUCT



Brixham Community Church

Safeguarding Code of Conduct

PROTECTING CHILDREN, VULNERABLE ADULTS AND VOLUNTEERS

This code of conduct outlines the behaviour expected of staff and volunteers from BCC who work in, visit or assist with projects involving children, young people and vulnerable adults.

We hope that by following this code you will understand and maintain the standard of behaviour expected of you, help to protect the children and vulnerable adults that we work with from abuse and inappropriate behaviour, and reduce the possibility of unfounded allegations of abuse being made against you.

WORKING WITH CHILDREN AND VULNERABLE ADULTS

When working with children and vulnerable adults we are acting in a position of trust. Staff and volunteers are likely to be seen as role models by children and young people, and must act in an appropriate manner at all times. The following list provides a guide for what we consider to be important and appropriate.

- avoid favouritism and treat all children and adults fairly and without prejudice or discrimination;
- listen to and respect children and vulnerable adults at all times;
- value and take children's contributions seriously, actively involving children and young people in planning activities wherever possible;
- ensure your language is appropriate to age and ability, and not offensive or discriminatory;
- provide examples of good conduct you wish children and young people to follow;
- respect a person's right to personal privacy;
- encourage young people and adults to feel comfortable enough to point out attitudes or behaviour they do not like;
- recognise that special caution is required when you are discussing sensitive issues with children or young people;
- seek advice from the Leadership Team on issues that require additional sensitivity;
- always ensure equipment is used safely and for its intended purpose;
- ensure that there is always more than one DBS cleared worker present during activities with children and vulnerable adults or, if this isn't possible, that you are within sight or hearing of other DBS cleared workers;
- be close to where others are working. If a child specifically asks for or needs some private time with you, inform the other staff so that they know where you and the child are;

Please report any breaches of this code of conduct to the Safeguarding Co-ordinator promptly so that we can investigate (details below).

THINGS TO AVOID. IN NO CIRCUMSTANCES MUST YOU EVER:

- develop inappropriate relationships;
- do things of a personal nature for a child or vulnerable adult that they can do for themselves;
- administer any medication unless qualified and authorised to do so;
- patronise or treat children and adults as if they are silly;
- let children and vulnerable adults have your personal contact details (mobile number or address);
- make sarcastic, insensitive, derogatory or sexually suggestive comments or gestures to or in front of children and adults;
- act in a way that can be perceived as threatening or intrusive;
- make inappropriate promises to children and young people, particularly in relation to confidentiality;
- jump to conclusions about others without checking facts;
- either exaggerate or trivialise abuse issues;
- conduct a sexual relationship with a child or vulnerable adult or indulge in any form of sexual contact with a child or vulnerable adult. Any such behaviour between an adult member of staff or volunteer and a child or young person represents a serious breach of trust on the part of the staff member or volunteer and is not acceptable under any circumstances;
- allow allegations about abuse or misconduct to go unreported;
- rely on your reputation or that of BCC to protect you.

UPHOLDING THIS CODE OF CONDUCT

All members of staff and volunteers are expected to abide by these guidelines and report any observed breaches of this code to Sarah Perkin (07807792780), Nicky Pither (07838671121) or if unavailable,
Richard Ward (07768133204) as soon as is practicably possible.