



Safeguarding Children and Adults at Risk Summary

Date Ratified: April 2019
Last Review Date: June 2024
Next Review Date: June 2026

DEFINITIONS OF TERMS

For the purpose of this policy, the term 'child' refers to anyone under the age of 18 years.

There is no standard single definition for an adult at risk, so for our policy we are using a combined definition including CCPAS (Churches' Child Protection Advisory Service), The Care Act (2014) and NSPCC 2019:

'Any adult aged 18 or over who due to personal characteristics (e.g., disability, mental or physical impairment, age or illness) or circumstances (e.g., isolation, socio-economics, trauma, environment) may not be able to take care or protect themselves against the risk of significant harm, abuse, bullying, harassment, mistreatment or exploitation'.

SAFEGUARDING POLICY STATEMENT FOR HYDE STREET CHAPEL, WINCHESTER

Our vision

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. This implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

Given this and the example of Jesus in the care and respect he showed to others (whilst still calling for repentance of sin and obedience to God), an effective Safeguarding policy is entirely consistent with the Christian ministry of our church, as well as meeting the legislative requirements of organisations working with children and adults at risk.

Our safeguarding responsibilities

The church recognises its responsibilities in safeguarding all children, young people and adults at risk, regardless of biological sex, ethnicity or ability.

- **Prevention and reporting of abuse**

It is the duty of each church member to help prevent the abuse of children and adults at risk, and the duty of each church member to respond to concerns about the well-being of children and adults at risk. Any abuse disclosed, discovered or suspected will be reported in accordance with our procedures. The church will fully co-operate with any statutory investigation into any suspected abuse linked with the church.

- **Safer recruitment, support and supervision of workers**

The church will exercise proper care in the selection of church workers involved in activities with children and adults at risk. All church workers working with children or adults at risk will be required to have, or will be provided with appropriate training, support and supervision to promote the safekeeping of children and adults at risk.

- **Respecting children and adults at risk**

The church will adopt a code of behaviour for all who are appointed to work with children and adults at risk so that all children and adults are shown the respect that is due to them.

- **Safer working practices**

The church is committed to providing an environment that is as safe as possible for children and adults at risk and will adopt ways of working with them that promote their safety and well-being.

- **A safer community**

The church is committed to the prevention of bullying. The church will seek to ensure that the behaviour of any individuals who may pose a risk to children, young people and adults at risk in the community of the church is managed appropriately.

Safeguarding contact points within our church

The church has appointed the following individuals to form part of the church safeguarding team:

Matthew Richardson, Designated Person for Safeguarding (DPS)

He will raise the profile of safeguarding within the church and oversee and monitor the implementation of the safeguarding policy. He will advise the church on any matters related to the safeguarding of children and adults at risk and take the appropriate action when abuse is disclosed, discovered or suspected.

Chloe Bevan, Deputy Designated Person for Safeguarding (DDPS)

She will assist the Designated Person for Safeguarding (DPS) in helping the church on any matters related to the safeguarding of children and adults at risk and take the appropriate action when abuse is disclosed, discovered or suspected.

Derek Richardson, Safeguarding Trustee

He will oversee and monitor the implementation of the safeguarding policy and procedures on behalf of the church trustees.

Debbie Higgins, Safeguarding Support Team (Youth Work)

She will assist the Designated and Deputy Person for Safeguarding (DPS) in helping the church on any matters related to the safeguarding of children and adults at risk and take the appropriate action when abuse is disclosed, discovered or suspected.

Our church minister is also an important part of the Church Safeguarding Team. Where possible, the Church Safeguarding Team will work together if and when issues arise. However, each person has a responsibility to report allegations of abuse as soon as they are raised.

WHAT TO DO IF ABUSE IS SUSPECTED OR DISCLOSED

Everyone has his or her part to play in helping to safeguard children and adults at risk within the life of the church:

- If the behaviour of a child or adult at risk gives any cause for concern
- If an allegation is made in any context about a child or adult at risk being harmed
- If the behaviour of any individual towards children or adults at risk causes concern

WHAT TO DO	WHAT NOT TO DO
• Listen to and acknowledge what is being said. • Try to be reassuring & remain calm. • Explain clearly what you will do and what will happen next. • Try to give them a timescale for when and how you / the DPS will contact them again. • Take action – don't ignore the situation. • Be supportive. • Tell them that: - They were right to tell you; - You are taking what they have said seriously; - It was not their fault; - That you would like to pass this information on to the appropriate people, with their permission; • Be open and honest. • Give contact details for them to report any further details or ask any questions that may arise.	• Do not promise confidentiality. • Do not show shock, alarm, disbelief or disapproval. • Do not minimise what is being said. • Do not ask probing or leading questions or push for more information. • Do not offer false reassurance. • Do not delay in contacting the DPS. • Do not contact the alleged abuser. • Do not investigate the incident any further. • Never leave a child or adult at risk waiting to hear from someone without any idea of when or where that may be. • Do not pass on information to those who don't need to know; not even for prayer ministry.

RESPONDING TO CONCERNS

When there are concerns that a child, young person or adult is being abused, the following process must be followed. More detailed information can be found in Appendix 2 of the full policy.

STAGE 1 – The Worker

A worker/church attendee has a concern about the welfare of a child, adult at risk, or the behaviour of an individual.

The person who has the concern has a duty to:

RECOGNISE, RESPOND AND RECORD

A written record must be made of the concern using a standard incident report form (Appendix 3) and the concern must be passed on to the church DPS within 24 hours.

The written record should: be made as soon as possible after the event; be legible; include the name, date of birth and address of the child or adult at risk; include the nature of any concerns and description of any bruising or injuries that have been noticed; include an exact record of what the child or adult at risk has said, using their own words where possible; include any action taken; be signed and dated; be kept secure and confidential (available only to the DPS and others responsible for safeguarding).

STAGE 2 – The Designated Person for Safeguarding (DPS)

The DPS receives the report of concern and then has a duty to:

REVIEW AND REPORT

The report will be reviewed by the DPS with any other relevant information and a decision will be taken (often in liaison with others) as to what action should follow. See appendix 2 of the full policy for examples of possible actions. Any formal referral to the police or Social Services should normally be made within 24 hours of receiving the report.

STAGE 3 – The Next Steps

After the decision has been made as to what action should be taken, the DPS, Safeguarding Trustee and the Minister may have a duty to:

SUPPORT AND REPORT

Support should be offered to all parties affected by any safeguarding concerns (this could be the church as a whole, but more specifically victims; alleged perpetrators; children; adults at risk; other family members; church workers; the DPS; Minister; members of the leadership team).

Where formal referrals are made, reports may need to be made to the Disclosure and Barring Service (DBS) and the Charity Commission.

If the DPS is not available, or is implicated in the situation, any reports or concerns should be passed to another member of the church Safeguarding Team.

If you think that anyone is in imminent danger of harm, a report should be made immediately to the police by calling 999.

USEFUL CONTACTS

Local Authority Designated Officer (LADO)

[LADO notification form](#)

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/safeguardingchildren/allegations>

Phone 01962 876364

Email child.protection@hants.gov.uk

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/safeguardingchildren>

Police

Contact 101, or 999 in an emergency

Adult Social Services

Phone 0300 555 1386 during office hours 8.30am to 5pm Monday to Thursday, 8.30am to 4.30pm on Friday

Out of Hours

Phone 0300 555 1373 (public and professionals)

Children's Social Services

Phone 0300 555 1384 during office hours 8.30am to 5pm Monday to Thursday, 8.30am to 4.30pm on Friday

Phone 0300 555 1373 at all other times to contact the Out of Hours service