

# Safeguarding policy

Adopted 2<sup>nd</sup> April 2021

## 1. Intent

This policy relates to those areas of St Faith's Community & Youth Foundation activity which involve children and/or vulnerable adults. It sets out what The Foundation does to keep individuals safe, and includes guidelines for action should the need arise. The aim is to produce a working reliable document which could be given to everyone working with children, young people and vulnerable adults.

## 2. Context

This policy applies to all activities taking place at St Faith's Centre and to all activities, in any location, organised in association with St Faith's Community & Youth Foundation.

This policy has been adopted in accordance with Southwark Diocese "A Safe Church" handbook

In the case of other issues which may, occasionally require attention, individuals should refer in the first instance to The Safeguarding Officer. For rarer concerns the procedures outlined in "A Safe Church" should be adopted and followed and individuals should familiarise themselves with this document which is kept in the Centre office.

## 3. Responsibilities

### 3.1. The Trustees

Overall responsible for safeguarding at St Faith's Centre and in St Faith's Community & Youth Foundation and for reviewing this policy annually. The Trustees will ensure that an environment is created where the safety of all is a priority, and where there are reliable, appropriate and confidential channels for raising safeguarding concerns

### 3.2. The Safeguarding Officer(s) (Alex Bicknell and Sally-Ann Hodge are The Safeguarding Officers)

Is the first point of contact for safeguarding concerns (see attached contact details). Is responsible for ensuring that any concerns are addressed appropriately

### 3.3. All staff and visitors

Are responsible raising safeguarding concerns appropriately, if they see evidence which suggests abuse might be taking place.

## 4. Principles

### 4.1. We recognise that:

- The welfare of every child, young person and vulnerable adult is paramount
- Everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some point in our lives
- Everyone, regardless of age, disability, ethnicity, religious belief, sexual orientation or gender identity, has the right to equal protection from all types of harm or abuse.

- Abuse can occur in all communities and is most likely to occur within families and by people known to the victim
- 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
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare

4.2. We are committed to promoting and supporting environments which:

- Protect children, young people and vulnerable adults from actual or potential harm
- Require safe practice from those in positions of trust
- Ensure that everyone feels welcome, respected and safe from abuse
- Are youth-friendly and child-friendly and nurture their positive development
- Enable children, young people and vulnerable adults to be active contributors to the community
- Include and empower people who may be vulnerable
- Respect the individual's right to choose how to lead their life
- Enable and encourage concerns to be raised and responded to appropriately and consistently

## 5. Actions

We will endeavour to safeguard children, young people and vulnerable adults by:

5.1. In all our activities:

- Adopting the guidelines of the Church of England and the Diocese (See "A Safe Church"; a copy is kept in the office)
- Valuing, listening to and respecting children, young people and vulnerable adults
- Fostering and encouraging best practice by setting standards for working with children, young people and vulnerable adults, in co-operation with statutory bodies, voluntary agencies and other faith communities
- Maintaining a record of the contact details of parents or guardians of all children involved
- Ensuring activities are supervised by a minimum of two adults, one of whom should have a current safeguarding certificate.
  - Adults who are on the rota for a session involving children or young people should seek a replacement person if they find themselves to be unavailable. Failure to do this could become a safeguarding issue
  - No person under the age of 18 should be left in charge of children of any age. Children under the age of 16 should not be left unattended at any time
  - A register of attendance at activities should be kept, and absences noted
  - Leaders must know who will be collecting each child. No child under the age of 12 should leave unaccompanied
- In the event of two adults not being available for any activity, the activity should be cancelled, unless it has been approved in advance, a risk assessment carried out, and parents/carers have been notified.

5.2. In our recruitment of paid staff and volunteers:

- Following Diocese of Southwark procedures

- Ensuring careful selection and recruitment of voluntary workers and paid workers with children, young people and vulnerable adults in line with safer recruitment principles and checks. this will include DBS checks for those who have recognised roles
- Providing supervision, support and training and regular reviewing those who undertake work amongst people who may be vulnerable

5.3. In our publicity:

- Sharing information about good safeguarding practice with children, parents, and all those working with them
- Ensuring users are aware that concerns regarding a child or vulnerable adult should be raised with the Safeguarding Officer
- Obtaining permission from parents or guardian before children are photographed or filmed

5.4. In our care:

- Ensuring that information and appropriate pastoral care is available to any children, young person or adult who has suffered abuse
- Ensuring that appropriate pastoral care is offered to any member of our community against whom an allegation is made

5.5. In our supervision:

- Ensuring, in partnership with other agencies, that care and supervision is provided for anyone involved with The Foundation or The Centre known to have offended against a child or young person, or pose a risk to them

5.6. In our response to concerns raised with the Safeguarding Officer:

- Acting without delay to every concern raised that a child or young person may have been harmed, or be at risk from harm; or about the behaviour of an adult or child
- Seeking support as appropriate from relevant Safeguarding teams (see attached contact details)
- Making referrals as appropriate to the relevant statutory bodies, and working with them during an investigation into any form of abuse or neglect, including when allegations are made against a member of the community centre
- Maintaining confidentiality regarding concerns, by not discussing them with other users of The Centre, members of the Foundation or the wider community
- Keeping a confidential record in the centre office of any incident of concern involving a child or vulnerable adult

**6. Supporting materials**

- Safeguarding contact details
- Safeguarding concern reporting form
- Safeguarding noticeboard display

### Safeguarding contact details

	Tel	Out of hours tel	email
St Faith's Centre Safeguarding team	078 7293 8667 (Alex) 07958 753883 (Sally)		manager@stfaithscentre.org sally@dulwichballet.co.uk
St Faith's Parish Safeguarding team	07843 253700 (Susan)		susan_height@yahoo.co.uk doreenabbey-mensah@hotmail.co.uk
Southwark Safeguarding MASH team	020 7525 1921	020 7525 5000	mash@southwark.gov.uk
Southwark Diocesan Safeguarding team	020 7939 9423	020 3874 6743	moira.murray@southwark.anglican.org