



## Trinity at Four, Henley on Thames

### Safeguarding Policy

The following policy was agreed by the Holy Trinity PCC meeting held on 12<sup>th</sup> July 2018 and will be formally adopted at the next Henley Gospel Trust Trustees meeting held on.

1. We are committed to:
  - The care, nurture of, and respectful pastoral ministry with, all children and all adults
  - The safeguarding and protection of all children, young people and adults when they are vulnerable
  - The establishing of safe, caring communities which provide a loving environment where there is a culture of 'informed vigilance' as to the dangers of abuse.
2. We accept and endorse the principles of the **Children Act 1989 & 2004** which declare that the welfare of a child is paramount; the Church of England policy statement **Promoting a Safer Church (2017)**; and the Oxford Diocesan **Safeguarding Guidelines**
3. We undertake to exercise proper care in the selection, appointment, and support of those working with children, whether paid or volunteers. We ensure that all Disclosure and Barring Service (DBS) checks required by law are carried out.
4. We wish to support parents and carers who have responsibility for bringing up children
5. All leaders and helpers of children's work will be required to read **and agree** to the '*Good Practice Guide for Church Workers with Children and Young people*' by Diocese of Oxford.
6. We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, co-operating with the police and local authority in any investigation and we will have a clear reporting procedure in place.
7. We will seek to work with anyone who has suffered abuse, developing with him or her an appropriate ministry of informed pastoral care.
8. We will seek to challenge any abuse of power, especially by anyone in a position of trust.
9. We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
10. We will advise the Diocese which Registered Body we use to process applications for Disclosure and Barring Service criminal records checks.
11. We will advise the Diocesan Safeguarding Adviser if we receive a Disclosure which is 'blemished' or 'positive'.
12. We will review this policy annually, check that our policies are up to date, and supply a copy of the updated policy statement to the Diocesan Safeguarding Adviser.

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## **Parish policy on recruitment and DBS criminal records checks**

1. This Parish is committed to the recognition of each person's skills, experience and qualifications. We shall attempt to ensure that these are fully considered in the recruitment and appointment of paid staff and volunteers.
2. We shall assess all positions (whether for paid staff or volunteers) in order to determine whether a check is required from the Disclosure and Barring Service and, if so, at what level. For those positions requiring a Disclosure, we shall indicate in any advertisement (or other information about the position) the level of check and make clear that any offer of position will be subject to the receipt of satisfactory information from the DBS.
3. Where a position involves a DBS check, we shall encourage all applicants invited to an interview to provide details of any criminal record before the interview.
4. We shall obtain DBS checks for volunteers through an appropriate registered body and shall advise the Diocese which registered body we use.
5. If the Diocese advises that a DBS check contains information relevant to the position, we shall work with Diocesan staff to assess the risks and agree a course of action.
6. We shall follow Diocesan guidance on the renewal of applications for DBS checks.
7. We shall ensure that DBS check information is passed only to those entitled to receive it.
8. We are committed to the fair and sensitive use of DBS check information. We shall refer to the Diocese any complaints about the DBS check process or the accuracy of DBS check information so that appropriate action can be taken; this may involve the use of the formal complaints procedure.
9. In dealing with all matters relating to Disclosure, we shall comply with the Disclosure and Barring Service's Code of Practice. We shall also comply with Diocesan policies and follow Diocesan procedures and guidance.

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