

Safeguarding Policy for St Mary Magdalene Parish Church, Madingley

- It is the responsibility of each one of us to prevent the physical, sexual and emotional abuse of children, young people and vulnerable adults, and to report any abuse discovered or suspected.
- We recognise that our work with children, young people and vulnerable adults is the responsibility of the whole church.
- We undertake to exercise proper care in the selection and appointment of those working with children, young people and vulnerable adults, whether paid or voluntary.
- The church is committed to supporting, resourcing and training those who work with children, young people and vulnerable adults, and to providing supervision.
- The church is committed to following the Home Office Code of Practice *Safe from Harm* and adopts the guidelines and procedures published by the Church of England in its publication "Promoting a Safer Church" (<https://www.chpublishing.co.uk/books/9780715111260/promoting-a-safer-church>).
- Each worker with children, young people and vulnerable adults shall be given a copy of St. Mary Magdalene Church's agreed Good Practice Guidelines and undertake to observe them: being DBS checked; reporting any incident immediately to the Safeguarding Officer and Vicar; keeping a record of any incidents; reporting any concern about the welfare or behaviour of any child or vulnerable adult.

The church is committed to caring pastorally for the victims and survivors of abuse, and other affected persons.

The church is committed to caring pastorally for those who are the subject of allegations of abuse, and other affected persons.

- As part of our commitment to children, young people and vulnerable adults, the church has appointed Dr Sara Day and the Vicar to be their Advocates.

Their role will be explained to parents and children, and their names, addresses and phone numbers will be publicly displayed.

WHISTLE-BLOWING : any incident should be reported immediately to the church Advocates named above. It will then go to the Diocesan Safeguarding Officer, who will report the incident to the relevant statutory authorities if it is thought to be necessary.

Gossip and rumour are unhelpful and harmful. Incidents must be clearly reported with the relevant and accurate times, dates and names of those involved, and a clear statement of the incident recorded as soon as possible after the event.

This policy will be circulated annually to everyone listed on the church mailing list along with the Annual Report and displayed on the church noticeboard and on the website.

This statement was first agreed at the PCC meeting held on Wednesday 8th November 2017. **It was checked and adopted as the PCC's current policy document in March 2023.**

Signed:... Michael Bigg.... (Vicar)

Signed: ... Margaret (Margy) Seale (Safeguarding Officer)

St. Mary Magdalene Church Madingley Good Practice Guidelines

- All adults who have regular contact with children must undertake a DBS check.
- Anyone who regularly works with children or vulnerable adults on behalf of Madingley PCC is expected to undertake appropriate safeguarding training.
- There must be at least one DBS checked adults working with children at any one time on a regular basis.
- No lifts in a car or other vehicle are to be given to children without parental consent, and lifts given to any child on his/her own are strongly discouraged.

- In an emergency, a lift may be given to a single child if the parent is contacted immediately beforehand, the call logged, and there is more than one DBS checked adult in the car. This situation should be avoided if at all possible.
- No photographs are to be taken of children without parental consent including the signature of a parent/guardian on a consent form stating the purpose and destination of the photograph(s).
- All adults working with children / vulnerable adults should avoid being in situations where they are left alone together.
- Any meetings /activities with children /vulnerable adults organised independently of St. Mary Magdalene Church, but involving the same adults and children who may come to church activities on other occasions, are outside the jurisdiction of St. Mary Magdalene's responsibility, and are not covered by St. Mary Magdalene's insurance policy.
- Any incidents involving children / vulnerable adults that are a cause for concern in terms of behaviour, content of a conversation, physical appearance, etc. should be reported to the Safeguarding Officer and the Vicar without delay.
- If as an adult working with a vulnerable adult / child you are involved in an incident of any kind, whether or not you feel responsible for the incident, you are obliged to report it to the Safeguarding Officer and Vicar immediately, and a record kept of the incident.
- Workers with vulnerable adults / children must keep a written log / diary of any incidents as well as giving a verbal report.
- Visits to vulnerable adults in the early stages of dementia or other incapacitating condition should be logged in a diary. It is advisable to visit in pairs. If this is not possible, it is advisable to let the Safeguarding Officer / Vicar know when the visit is to take place.
- Madingley PCC thank all who abide by these guidelines for their co-operation.