

Parish Safeguarding Responsibilities

The Parishes of East and West Clandon are committed to the safeguarding, care and nurture of the vulnerable within our church community, and also to encouraging an environment where all people and especially those who may be vulnerable are able to worship and pursue their faith journey in a safe way.

We are also committed to the implementation of the Diocese of Guildford Safeguarding Policy and Procedures.

Parish Safeguarding Policy Statements

Every year the PCC will agree the Parish Safeguarding Children and Vulnerable Adults Policy Statements, displaying each copy in the Church and forwarding one copy of each to the Diocesan Safeguarding Office for their records.

Parish Safeguarding Representatives

The PCC will appoint a minimum of one Safeguarding Representative who will be responsible on behalf of the incumbent and PCC for implementing the Diocesan policy in respect of safeguarding children and vulnerable adults. The Parish Safeguarding Representative agrees to undertake the key responsibilities of the role as outlined in the Diocesan Safeguarding Guide.

Our Children's Safeguarding Representative is Dianne Woodhouse

Our Vulnerable Adult's Safeguarding Representative is Dianne Woodhouse

Recruitment

All those who undertake work in a regulated activity with children and/or vulnerable adults in the parish on a voluntary or paid basis will be required to:

- Complete a Confidential Self Declaration Form
- To complete the necessary vetting application (DBS)

Our PCCs will ensure that a DBS checks are only requested after a role description has identified that one is legally required for the position (paid or voluntary) concerned. No person will take up a post until all the relevant recruitment processes have been completed.

Using the appropriate risk assessment procedures the following parish posts have been identified as requiring a DBS check:

- Sunday School Leader
- Sunday School Helper
- Choir Master and Organist
- Pastoral Assistant
- Children's Safeguarding Representative
- Vulnerable Adult's Safeguarding Representative

All Confidential Self Declaration Forms, references and results of DBS checks will be held securely by the Rector, Barnaby Perkins. Declarations and DBS checks must be undertaken every five years, or sooner if the individual moves to a new post, (unless the application was obtained in the previous six

months and the nature of the work is similar). Any person refusing such checks will not be allowed to work with or have unsupervised contact with children or vulnerable adults in the parish.

All those who work with children and/or adults who may be at risk will be made aware of and should familiarise themselves with the Safeguarding Policy and Procedures, and will be encouraged to attend Diocesan Safeguarding training every three years.

Children’s Activities, Groups and Events

All children’s, young person’s and mixed age activities that have been identified as PCC endorsed events and activities and fall within the Safeguarding Procedures will be subject of a risk assessment in accordance with current insurance requirements. Role descriptions will be provided for all helpers and leaders, who will be provided appropriate support and training.

Activities involving others who may be vulnerable, Groups and Events

All activities that have been identified as PCC endorsed activities which fall within the Safeguarding Procedures in regard adults who may be at risk will be subject to a risk assessment in accordance with current insurance requirements. Role descriptions will be provided for all helpers and leaders, who will be provided appropriate support and training.

<u>SIGNED AND AGREED:</u>	
Incumbent: _____	
Churchwarden/s: _____	
Safeguarding Representative/s: _____	Date: _____