

CHURCH SAFEGUARDING POLICY.

Bunyan Meeting

Mill Street Bedford. MK403EU

Tel no. 01234 213722

Email address. bunyanmeeting@gmail.com

Minister. Rev Christopher Bamforth Damp.

Email address chrisdamp@mac.com

Tel no, 07702270086

Protection verifier name. Sue Stewart Church Administrator.

Email address. bunyanmeeting@gmail.com

Tel no. 01234 213722

Charity registration number. 248195

Insurance company. Congregational and General.

The following is a brief description of our organisation and the type of work/ activities
We undertake with Children and adults who have care and support needs:

Church Mission Statement.

**A community of Christians seeking to show God's love for the world through
their life work and worship.**

This is a Church who meet collectively for worship on a Sunday.

Worship 11am and 6.30 pm.

CCC services (Christ, Coffee and Croissants) all age worship.

9.30 am 1st and 3rd Sundays

Lunchtime prayers Wednesday 1.30 pm

Study Circle.

Groups run by the Church are:

Coffee Shop Tuesday to Saturday.	Julie Smith
Knit and Natter Thursday Coffee shop.	
Museum and Basement.	Nicola Sherhod
Basement arts project.	Ann- Marie Abbate
Website Team.	
Friendship Group.	Sue Gauley
Flower Arranging Group.	Gilly Millbury

Other groups using Church premises.

Come and Sing.	Evelyn Sutherland.
Castle life Art.	Sally Heard.
Bedford Philatelic Society.	Julie Barnard. (Hon Treasurer)
East London NHS Trust.	Jennifer French
NOAH Academy.	Gala Sami
Bedford Music Club.	Ian Rowlands
Yoga with Lenka.	Lenka Powell

The Church advises holders of the positions above that all work on its premises must meet the standards set down in this safeguarding policy. They are advised to have sufficient insurance cover appropriate for the activity carried out on Church premises. Leaders must sign an agreement that they will follow safeguarding and other relevant processes.

See Appendix1.

Our commitment.

The Minister Rev Chris Damp and Deacons recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to "all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status".

We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from "all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse while in the care of a parent(s), legal guardian (s), or any other person who has care of the child".

As a Governing body we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance.

We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and any attached practice guidelines are based on the ten safe and secure standards published by Thirtyone:eight. Thirtyone:eight are the only independent safeguarding charity offering organisations a complete safeguarding solution.

The Minister Rev Chris Damp and Deacons of Bunyan Meeting undertake to :
Endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.

Provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.

Ensure the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.

Support the safeguarding co-ordinator(s) in their work and in any action they may need to take to protect children and adults with care and support needs.

The Deacons of the Church agree not to follow the document to be copied by other organisations.

Section 2 Prevention

Understanding abuse and neglect.

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm to vulnerable people but if you are aware or witness or fail to protect someone and do not report it then that will increase the chances of the abuse continuing too. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the adult or child.

In order to safeguard those in our places of worship and organisations we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse. Article 19.

1. States parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has care of the child.
2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow up of instances of child maltreatment described heretofore, and as appropriate, for judicial involvement.

Also, for adults the UN Universal Declaration of Human Rights with particular reference to Article 5:

No one shall be subjected to torture or to cruel, inhumane or degrading treatment or punishment.

Detailed definitions, and signs and indicators of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

Definitions and further definitions and signs and symptoms of children:

See Appendix 4 – Statutory Definitions of Abuse.

See Appendix 5 - Signs of possible abuse (Children and Young People)

See Appendix 6 - Statutory Definitions of Abuse (adults)

See Appendix 7 – Signs of possible abuse (Adults)

Safer Recruitment.

The Minister Rev Chris Damp or members of the Diaconate, or the protection verifier will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes that ensuring that:
There is a written job description/ person specification for the post.

Those applying have completed an application form and a self -declaration form.

Those short listed have been interviewed.

Safeguarding has been discussed at interview and the panel was satisfied that principals were understood and any training needs were highlighted.

Written references have been obtained and followed up were appropriate.

A Disclosure and Baring Service check (DBS) for England and Wales or protecting Vulnerable Groups (PVG) scheme for Scotland has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information.)

Qualifications where relevant have been verified.

A suitable training programme is provided for the successful applicant.

The applicant will complete a probationary period.

The applicant has been given a copy of the organisation's safeguarding policy and knows how to report concerns.

Where an organisation is using workers from outside the UK then state in this section how you have undertaken necessary background checks on those applying to work with children/ adults with care and support needs. e.g individuals have obtained ' fit person ' checks from their home country as well as references from there.

Safeguarding Training.

The Minister Rev Chris Damp, and members of the Diaconate are committed to on- going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone.

All our workers will receive foundation induction training and undertake recognised safeguarding training delivered by Thirtyone:eight every 5 years.

The Minister Rev Chris Damp and the Deacons will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

Supervision of Volunteers-Codes of conduct.

The Minister Rev Chris Damp and Deacons are committed to supporting all workers and volunteers and ensuring they receive support and supervision.

All workers/ Volunteers have been issued with a code of conduct towards children, Young people and adults with care and support needs. See Appendix 1

Section 3

Practice Guidelines.

As a Church working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

As well as a general code of conduct for workers we also have specific good practice guidelines for every activity we are involved in and these are attached in the appendices.

We acknowledge that children young people and adults can be victims of physical, sexual, emotional abuse, and neglect.

We accept the UN Universal Declaration of Human Rights and the international covenant of Human Rights which states that everyone is entitled to “ all the rights and freedoms set forth therein, without distinction of any kind such as race, colour, sex, language, religion, political, other opinion, national or social origin, property, birth, or other status”

We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse.

They have a right to be protected from “all forms of physical or mental violence, injury or abuse , neglect or negligent treatment or exploitation, including sexual abuse while in the care of parent(s) legal guardian(s) or any other person who has care of the child.”

As a governing body we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance .

We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding

Reference to standard 5 working safely Guidance.

See Appendix 8 praying with children and young people.

See Appendix 9 Guidance on touch.

Working in Partnership with Churches.

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understandings, for example, of what constitutes abuse.

We are affiliated to the Congregational Federation and we hold a safeguarding certificate.

This was issued on January 17th 2023 and is valid until January 2027.

The check covers:

Premises e.g Fire equipment and First Aid.

Practice. e.g Risk assessment and security of the building.

Policy.

Safer recruitment.

A nominated safeguarding checker visits the Church and liaising with the protection verifier and National Safeguarding Officer if the CF to ensure agreed standards are maintained and a certificate to display on premise is presented. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meet's Thirtyone:eight' safeguarding standards.

We believe good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults and to all with whom we work in partnership.

This safeguarding policy is just one means of promoting safeguarding.The other ways in which we have promoted safeguarding include:

Displaying our safeguarding poster in appropriate places within our building.

Section 4 .

Responding to allegations of abuse.

Under no circumstances should a volunteer or worker carry out their own investigation into allegation or suspicion of abuse.

Follow procedures as below and refer to flow charts for action if necessary.

The worker or volunteer should make a report if the concern in the following way:
The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to the safeguarding lead Wendy Hayward-Carter.

Safeguarding lead
Wendy Hayward-Carter
Tel no 01234 602988.

Email address churchsectraryBM@gmail.com

The above is nominated by the leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter to the statutory authorities. In the absence of the safeguarding lead Wendy Hayward-Carter,, or if the suspicion in any way involves the safeguarding lead, then the report should be made to:

Rev Chris Damp Minister.
Tel no. 07702270086

Email address chrisdamp@mac.com

If the suspicions implicate any of the above listed, then the report should be made in the first instance to:

Bedford duty social work team
Out of hour's emergency number 0300 300 8123.

Or advice from Thirtyone:eight
PO Box 133 Stanley Kent BR 8 7UQ.

The named safeguarding lead Wendy Hayward-Carter or the Rev Chris Damp should contact the appropriate agency.

They may first ring Thirtyone:eight helplines for advice. They should then contact social services in the area the child or adult lives.

Children's social services Bedford out of hours emergency contact number
0300 300 8123.

Adult social services Bedford
0300 300 8303
Normal hours number 01234 267422.

Police protection team via 101

The named safeguarding lead Wendy Hayward-Carter may need to inform others depending on the circumstances and/ or the nature of the concern and whether there was any action to protect. i.e suspension.

1. Chair or trustee responsible for safeguarding who may need to liaise with the insurance company or the charity commission to report a serious incident.
2. Designated officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker with someone under 18.

Suspicions must not be discussed with anyone other than those nominated above.
A written record of the concerns should be made in accordance with these procedures and kept in a secure place.

Whilst allegations or suspicions of abuse will normally be reported to the safeguarding lead Wendy Hayward-Carter's absence of the safeguarding lead should not delay referral to social services, the police taking advice from Thirtyone:eight.

The Minister will support the safeguarding lead in their role and accept any information they may have in their possession will be shared in a strictly limited way on a need-to-know basis.

It is of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from Thirtyone:eight, although the Minister and Deacons hope that members and staff of the Church use this procedure.

If, however, the individual with concern feels that the safeguarding lead has not responded appropriately, where they have a disagreement with the safeguarding lead Wendy Hayward-Carter as to the appropriateness of a referral, they are free to contact an outside agency direct.

We hope by making this statement that the Minister Rev Chris Damp and the Deacons will demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the safeguarding lead Wendy Hayward-Carter is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Detailed procedures where there is a concern about a child.

Allegations of physical injury, neglect, or emotional abuse.

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse the safeguarding lead Wendy Hayward-Carter will:

Contact Children's social services (or Thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.

Not to tell the parents or carers unless advised to do so, having contacted Children's Social Services.

Seek medical help if needed urgently, informing the doctor of any suspicions.

For lesser concerns (e.g poor parenting) encourage parent/ carer to seek help, but not if this places the child at risk of significant harm.

Where the parent/ carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Services direct for advice.

Seek and follow advice given by Thirtyone:eight (who will confirm their advice in writing) If unsure whether or not to refer a case to Children's Social Services.

Allegations of sexual abuse.

In the event of allegations or suspicions of sexual abuse, the safeguarding lead Wendy Hayward-Carter will:

Contact the Children's Social Services Department Duty Social Worker for children and families or police Child Protection Team direct.

They will NOT speak to the parent/ carer or anyone else.

Seek and follow the advice given by Thirtyone:eight if for any reason they are unsure whether to contact Children's Social Services/ Police. Thirtyone:eight will confirm it's advice in writing for future reference.

Detailed procedures where there is a concern that an adult needs protection:

Suspicions or allegations of abuse or harm including physical, sexual, organisational, financial, discriminatory, neglect, self neglect, forced marriage, modern slavery, domestic abuse.

If there is a concern about any of the above the safeguarding lead Wendy Hayward-Carter will :

Contact adult Social Care Team who have a responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively, Thirtyone:eight can be contacted for advice.

If an adult is in immediate danger or has sustained serious injury contact Emergency Services informing them of any suspicions.

If there is a concern about spiritual abuse the safeguarding lead Wendy Hayward-Carter will:

Identify support services for the victim i.e counselling or other pastoral support.

Contact Thirtyone:eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

Allegations of abuse against a person who works with children/ young people.

If an accusation is made against a worker (whether a volunteer or, paid member of staff) whilst following the procedure outlined above, the safeguarding lead Wendy Hayward-Carter will:

Liaise with Children's Social Services regarding the suspension of the worker

Make a referral to a designated officer formally called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.

Make a referral to Disclosure and Baring service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

Allegations of abuse against a person who works with adults with care and support needs .

The safeguarding lead Wendy Hayward-Carter will:

Liaise with Adult Social Services in regards to the suspension of the worker

Make a referral to the DBS following the advice of Adult Social Services.

The Care Act places the duty upon Adult Services to investigate situations of harm to adults with care and support needs.

This may result in a range of options including action against the person or organisation causing the harm. Increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However this is a decision for Adult Services to decide not the Church.

**Section 5
Pastoral care.**

Supporting those affected by abuse. The Deacons or Minister Rev Chris Damp is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of Bunyan Meeting.

Working with offenders and those who may pose a risk.

When someone attending Bunyan Meeting is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs.

The Minister Rev Chris Damp or a designated person will supervise the individual concerned and offer pastoral care, but in it's safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person, who they will be expected to keep.

These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.

Refer to:

Appendix 11- Sex Offenders and Church Attendance .

Appendix 12 - Contracts and Agreements,

Appendix 13 – Someone I care about may be a sex offender.

Adoption of Policy.

This policy was agreed by Bunyan Meeting and will be reviewed annually at the Annual Church Meeting.

Signed at the Church meeting January 25th 2023

Signed by position:

Date:

Signed by position:

Date:

A copy of this policy is lodged with the Minister also with the Deacons.

CODE OF CONDUCT

Bunyan Meeting behaviour code for working with children, young people and adults at risk of harm.

Purpose

This behaviour code outlines the conduct expected of all workers (staff and volunteers).

The code of conduct aims to help protect adults at risk of harm, children and young people from abuse and inappropriate behaviour from those in positions of trust, and to reduce the risk of unfounded allegations of abuse being made.

The role of workers (staff and volunteers)

When working with children and young people or adults at risk of harm, you are acting in a position of trust for [name of group/organisation]. You will be seen as a role model and must act appropriately.

Good Practice

- € Treat everyone with dignity, respect and fairness, and have proper regard for individuals' interests, rights, safety and welfare
- € Work in a responsible, transparent and accountable way
- € Be prepared to challenge unacceptable behaviour or to be challenged
- € Listen carefully to those you are supporting
- € Avoid any behaviour that could be perceived as bullying, emotional abuse, harassment, physical abuse, spiritual abuse or sexual abuse (including inappropriate physical contact such as rough play and inappropriate language or gestures)
- € Seek advice from someone with greater experience when necessary
- € Work in an open environment – avoid private or unobserved situations
- € Follow policies, procedures and guidelines and report all disclosures, concerns, allegations, and suspicions to the safeguarding co-ordinator
- € Don't make inappropriate promises particularly in relation to confidentiality
- € Do explain to the individual what you intend to do and don't delay taking action

Unacceptable Behaviour

- € Not reporting concerns or delaying reporting concerns
- € Taking unnecessary risks
- € Any behaviour that is or may be perceived as threatening or abusive in any way
- € Passing on your personal and/or social media contact details and any contact that breaches [name of group/organisation] social media policy
- € Developing inappropriate relationships
- € Smoking and consuming alcohol or illegal substances
- € Favouritism/exclusion – all people should be equally supported and encouraged

Breaching the Code of Conduct

If you have behaved inappropriately, you will be subject to disciplinary procedures (particularly in the case of paid staff where the line manager will consult the safeguarding coordinator as appropriate). Depending on the seriousness of the situation, you may be asked to leave [name of group/organisation]. We may also make a referral to statutory agencies such as the police and/or the local authority children's or adult's social care departments or DBS. If you become aware of a breach of this code, you should escalate your concerns to the safeguarding coordinator or line manager (in the case of a paid staff member).

Declaration

I agree to abide by the expectations outlined in this document and confirm that I have read the relevant policies that assist my work with vulnerable groups.

Name:

Signature:

Date:

CF CHURCH SAFEGUARDING POLICY Number: 001

Example Policy, May 2021

The information you supplied is held for that purpose only and will not be shared with any third party. The submission of this form and the information contained indicates your acceptance to retain this information which will be held.

You can withdraw or change your consent at any time by contacting the Church. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where it is required by law, but this will not affect any personal data that has already been processed prior to this point.

Data will be stored on a password protected computer or locked filing system and deleted in accordance with guidelines.

