Grace Church Hackney Trust

Safeguarding Policy

Status: Final

Last reviewed: 31/10/20

Next due for review: by 31/10/21

Introduction

The Grace Church Hackney Trust (GCHT) supports ministry in Hackney, including working with congregations, providing staff and other resources for church ministry. The Trust is committed to safeguarding children, young people and vulnerable adults.

This policy document sets out the particular duties of the GCHT’s Trustees and employees, and clergy, leadership teams and other leaders, including Safeguarding Officers and Children’s Champions, within the churches with which GCHT works. However, the Trust recognises that everyone who is part of the activities of the churches it supports may have a role to play in safeguarding, especially those who work with children, young people and vulnerable adults.

The churches that the Trust supports are part of the Church of England, operating under Bishop’s Mission Orders within the Diocese of London. In view of this, the Trust is committed to working to the Diocesan Safeguarding Policy, [Promoting a Safer Diocese: A Safeguarding Policy for the Diocese of London](https://255urd2mucke1vdd43282odd-wpengine.netdna-ssl.com/wp-content/uploads/2019/05/Promoting-a-Safer-Diocese-Final-Nov-2018.pdf). It expects the churches that it supports to do likewise and will assist them to do so.

The Trust sees this commitment and expectation as reinforcing the requirement placed on Church of England clergy by the Safeguarding and Clergy Discipline Measure 2016, to have due regard to safeguarding guidance issued by the House of Bishops (guidance on which the Diocese of London’s guidance is based).

Roles and Responsibilities

Drawing on the Diocesan safeguarding policy and the sample safeguarding policy and safeguarding checklist that the Diocese provides for parish churches, the Trust identifies the following responsibilities as central to ensuring that the churches it supports are safe places for children, young people and vulnerable adults. The table below identifies where these responsibilities sit.

Trustees will review this policy and the responsibilities that sit with it annually. They expect the clergy and leadership teams of the churches it supports to report to them annually on responsibilities that sit with them, and will use these reports to understand the support and assistance the churches need to meet those responsibilities.

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| **Responsibility** | Trustees | Clergy and leadership Teams | Staff | Volunteers who work with children, young people and vulnerable adults |
| Be familiar with and committed to Diocesan safeguarding policy  | Y | Y | Y | Y |
| Listen to and take seriously all those who disclose abuse | Y | Y | Y | Y |
| Appoint for each church a named Safeguarding Officer to work with clergy, the leadership team and staff to ensure that they meet the responsibilities identified in this policy, in line with the role description provided by the Church of England |  | Y |  |  |
| Appoint for each church a DBS Administrator to arrange appropriate vetting of volunteers. (This may be the Safeguarding Officer.) |  | Y |  |  |
| Ensure that staff who will work directly with children, young people and/or vulnerable adults are appropriately vetted as part of recruitment and thereafter at intervals of five years, by conducting a DBS check or ensuring that one has been conducted | Y |  |  |  |
| Ensure that volunteers who will work directly with children, young people and/or vulnerable adults are appropriately vetted, by conducting a DBS check, before taking on responsibilities and thereafter at intervals of five years  |  | Y |  |  |
| Ensure that staff and volunteers who work with children young people and/or vulnerable adults are trained and supported to have the confidence and skills to recognise and respond appropriately to abuse, including by completing Diocesan safeguarding training at least every three years. |  | Y |  |  |
| Display prominently in church premises and on websites the details of who to contact if there are safeguarding concerns or support needs (Information should include the contact details of the Safeguarding Officer, the Diocesan Safeguarding Team, and the local authority, along with help lines for children and adults such as [Childline](https://www.childline.org.uk/), [Action on Elder Abuse](https://www.elderabuse.org.uk/) and [Family Lives](https://www.familylives.org.uk/about/press/parentline-plus-relaunches-as-family-lives/).) |  | Y |  |  |
| Immediately take steps to protect children and adults when a safeguarding concern of any kind arises, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies  | Y | Y |  |  |
| Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of each church | Y |  |  |  |
| Care for and monitor any member of the church community who may pose a risk to children and/or adults while maintaining appropriate confidentiality and the safety of all parties, including adhering to the General Data Protection Regulation. (Care and monitoring includes reporting to the Diocesan Safeguarding Team known all ex/offenders or others who may pose a risk and managing any individuals subject to safeguarding agreements in line with those agreements.) |  | Y | Y | Y |
| Offer support to anyone within the church community who has experienced abuse |  | Y | Y |  |
| Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually. |  | Y |  |  |
| Where premises are hired, ensure that any person of body hiring premisesa) agrees to comply with relevant safeguarding guidanceb) is required to ensure that children and vulnerable adults are protected at all times, including ensuring that relevant staff have had appropriate DBS checks c) carry full public liability insurance for this or are covered through the church insurance (for example for hire for a children’s party). |  | Y |  |  |
| Review the Safeguarding Policy and its implementation at least annually. | Y |  |  |  |

Useful resources

[1] Promoting a Safer Church, Safeguarding policy statement for children, young people and adults; The Archbishops’ Council, <https://www.churchofengland.org/sites/default/files/2017-12/PromotingSaferChurchWeb.pdf>

[2] Promoting a safe church, Policy for safeguarding adults in the Church of England; The Archbishops’ Council; <https://www.churchofengland.org/sites/default/files/2017-11/promotingasafechurch.pdf>

[3] Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance, December 2017; House of Bishops, <https://www.churchofengland.org/sites/default/files/2017-12/Roles%20and%20Responsibilities%20Practice%20Guidance%20V2.pdf>

[4] Promoting a Safer Diocese, Diocese of London;

<https://www.london.anglican.org/download/safeguarding-policy-and-supporting-forms-and-documentation/?wpdmdl=12656>