**ST. WILFRID’S, CHICHESTER SAFEGUARDING POLICY**

In accordance with Church of England’s policy, *Promoting a Safer Church* and the House of Bishops’ *Safeguarding Policy and Practice Guidance*, St. Wilfrid’s is committed to the safeguarding of children, young people, and vulnerable adults who may be at risk.

St. Wilfrid’s works in partnership with the Diocese of Chichester to ensure that we operate in accordance with best practice at all times.

The care and protection of children, young people and vulnerable adults are the responsibility of the whole St. Wilfrid’s community, whether clergy, staff, volunteers, contractors or members of the congregations. Everyone who participates in the life of the parish church has a role to play in promoting a safe environment for all.

**POLICY STATEMENTS**

1. **The Church of England’s Safeguarding Policy, Promoting a Safer Church, (2017)**

This commits us to:

a) Promoting a safer environment and culture in this church.

b) The safer recruitment and support of all those with responsibility related to children and vulnerable adults within the Cathedral.

c) Responding promptly to every safeguarding concern or allegation.

d) Caring pastorally for victims/survivors of abuse and other affected persons.

e) Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.

f) Responding to those that may pose a present risk to others.

1. **St. Wilfrid’s Safeguarding Policy**

We seek to create a safe and caring place for all.

Therefore:

a) The PCC expects all members of the Clergy, staff, volunteers, contractors, third parties and congregations to take appropriate responsibility for safeguarding children, young people and vulnerable adults within the church community and will offer and monitor appropriate training and ensure appropriate safeguarding policies are in place.

b) The PCC will ensure that recruitment for all clergy, lay ministers, staff and volunteers complies with the Church of England’s *Safer Recruitment and People Management Guidance* (2021).

c) The PCC requires all clergy and staff and volunteers to listen to and respond promptly to safeguarding concerns, allegations or disclosures, in line with the House of Bishops’ guidance.

d) The PCC expects all clergy and staff and volunteers to cooperate appropriately with statutory agencies during any investigation that occurs concerning a member of the Cathedral community.

e) The PCC will seek to care pastorally and appropriately for survivors of abuse, in line with the Church of England’s *Responding Well to Victims and Survivors of Abuse* (2021).

f) The PCC will seek to care pastorally and appropriately for those who are the subject of concerns or allegations and other affected persons.

g) The PCC will seek to care for and monitor appropriately those who, may pose a present risk to others at St. Wilfrid’s, in line with the guidance and advice of the Diocesan Safeguarding Team and external agencies.

h) The PCC ensures that safeguarding risk assessments, policies and procedures are implemented and updated appropriately and at least annually.

i) The PCC maintains an agreement with clear lines of accountability between St. Wilfrid’s and any schools it works or partners with.

1. **SAFEGUARDING CONTACTS**

a) The PCC Safeguarding Officer is Jenny Foakes (0785 326 4641)

b) The Assistant Safeguarding Officer is Christine Gay (0788 750 5257)

There are 2 other people at St. Wilfrid’s (Churchwardens Jo Simmons and Lucy Vann) who work closely with the Safeguarding Officer and are specially trained and available to talk to anyone who has a safeguarding concern about a child, young person or any adult who may be at risk. Their contact details are as follows:

stwilfridschurchwarden@hotmail.com

Diocesan Safeguarding Officer – Colin Perkins (01273 425030/0750 077 1210)

Safeguarding team generic email address – the best way to contact the team – [safeguarding@chichester.anglican.org](mailto:safeguarding@chichester.anglican.org)

1. **ST. WILFRID’S SAFEGUARDING PROCEDURE**

**1.** *Safeguarding is everyone’s responsibility; therefore this procedure applies to all clergy, staff, volunteers, contractors and members of the congregations and parish community.*

a) In an emergency or if the vulnerable person is at immediate risk of serious harm, the person who has the safeguarding concern must phone the Police, using 999 or phone the relevant care services.

*West Sussex Social Services (October 2023): If your concern is about a child phone: 01403 229900 (Monday to Friday between 9.00am and 5.00pm) Outside office hours (5.00pm-9.00am weekdays) or at weekends and bank holidays, please call 033 022 26664.*

*If your concern is about a vulnerable adult phone: 01243 642121 (between 9.00 am and 5.00 pm). Outside office hours, call the Adult Social Care out of hours manager on 033 022 27007***.**

b) Any safeguarding concern (including concerns about domestic abuse and any allegations against a colleague or clergy) must be reported to the Parish Safeguarding Lead, Jenny Foakes, or any member of the Parish Safeguarding Team or the Diocesan Safeguarding Officers (Colin Perkins – 01273 425030/0750 077 1210) within 24 hours.

c) Any member of the Parish Safeguarding Team receiving a safeguarding concern of any kind must report this to the Parish Safeguarding Lead, Jenny Foakes, or, in her absence, to the Deputy Safeguarding Lead, Christine Gay. If both are absent, the Diocesan Safeguarding Officers, Colin Perkins or a member of his team, should be contacted. This must happen within 24 hours of the report being made.

d) A written record of what happened, the person you spoke to, what was said and what you did should be made as soon as possible and emailed to the Parish Safeguarding Lead, via stwilfridssafeguarding@hotmail.com

e) The Parish Safeguarding Lead or, in her absence, the Deputy Safeguarding Lead is responsible for ensuring that any written records and any other related conversations and emails are recorded and stored in the Parish Safeguarding Records which must be kept securely.

f) The Parish Safeguarding Lead will ensure that any concern is discussed with the Diocesan Safeguarding officer, Colin Perkins, or a member of his team. They may decide to refer the matter to the statutory authorities.

g) In the event of the police or the statutory authorities being involved in the case, the PCC, staff, volunteers and members of the congregations will follow the lead of the Safeguarding Officers, Colin Perkins and his team.

*Under section 5 of the Safeguarding and Clergy Discipline Measure 2016, all authorised clergy, bishops, archdeacons, licensed readers and lay workers, churchwardens and PCCs must have ‘due regard’ to safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). A duty to have ‘due regard’ to guidance means that the person under the duty is not free to disregard it but is required to follow it unless there are cogent reasons for not doing so. (‘Cogent’ for this purpose means clear, logical and convincing.) Failure by clergy to comply with the duty imposed by the 2016 Measure may result in disciplinary action*. Taken from *Promoting a Safer Church* (2017), Church of England

Safeguarding Officer, Jenny Foakes Deputy Safeguarding Officer, Christine Gay

 

Date of Policy Review: October 2023

Date of Next Review: October 2024, or sooner, as required.