



Welcome to the latest edition of the Safeguarding Newsletter we have some exciting news, lots of training information and some updates for you.

## Safeguarding Duty Phone

As our team has expanded we now have a designated telephone number for accessing support when you have a safeguarding concern, allegation or are concerned about a person who may be at risk or may pose a risk.

This number is **01353 652747**

**Do not use this number for queries about DBS checks, training or recruitment issues.**

## Safeguarding Dashboard

Safeguarding in the Church of England has changed considerably in recent years.

New policies and procedures are making churches safer, but they have also brought a significant increase in the amount of administration for Parish Safeguarding Officers.

The **Safeguarding Dashboard** is addressing this challenge by making safeguarding administration simpler for everyone. It is available **free of charge** to parishes in Ely Diocese

The Safeguarding Dashboard has been designed to display a clear and simple dashboard on a mobile phone, tablet or computer.

The home page allows the Parish Safeguarding Officer, incumbent, churchwardens and other authorised users to see the current status of compliance with House of Bishop's Safeguarding Policy and Practice Guidance at a glance. Green lights bring reassurance that all is well; Amber means that action is needed, and Red means it's urgent. A number of our parishes have already started using the Safeguarding Dashboard. If you would like further information or to sign up for the Safeguarding Dashboard please contact Sarah King at [sarah.king@elydiocese.org](mailto:sarah.king@elydiocese.org)

## Parish Handbook

The Parish Handbook aims to further strengthen the Church's approach to safeguarding by bringing into one place the safeguarding responsibilities for parishes as outlined in the House of Bishop's Safeguarding Policy and Practice Guidance. It has been



designed to support the day to day work of all parishes in relation to safeguarding and those that have a key role to play with children, young people and adults who may be vulnerable. Copies have already been sent to all Parish Safeguarding Officers but can also be downloaded by clicking on the following link. [https://www.elydiocese.org/application/files/3415/3987/5186/Parish\\_Safeguarding\\_Handbook\\_V2\\_October\\_2018.pdf](https://www.elydiocese.org/application/files/3415/3987/5186/Parish_Safeguarding_Handbook_V2_October_2018.pdf)

## Workshops for Parish Safeguarding Officers

We would like to offer workshops on topics that you want further support with. The first of these workshops will cover DBS checks, eligibility, who needs a DBS check and at what level. Dates offered are:

**13 May 10am—1pm**

**5 June 10am—1pm.**

Both to be held at the Diocesan Office Bishop Woodford House in Ely. You can book online or contact [safeguardtraining@elydiocese.org](mailto:safeguardtraining@elydiocese.org)

## Safeguarding Information on Parish Websites

We have had a number of queries about what information parishes need to display about safeguarding.

It has been the House of Bishop's policy position that parishes need to display information about their safeguarding arrangements. *Roles and Responsibilities 2017*, Section 3, issued in October 2017, states that the parish will display:

*A formal statement of adoption of the House of Bishops' 'Promoting a Safer Church; safeguarding policy*

statement'. This should be signed on behalf of the PCC;  
Contact details of the PSO, churchwarden and any other local leaders;

Information about where to get help with child and adult safeguarding issues e.g. local authority contact details, domestic abuse and key helplines e.g. ChildLine (see [Appendix 5](#) for Model 'safeguarding in parishes-who's who');

## Modern Slavery—Training

The Clewer Initiative, the Church of England's response to modern slavery, recently created two online safeguarding courses specifically focussed on modern slavery. They are now available from the Church of England's safeguarding training portal.

The first course 'Modern Slavery and Human Trafficking 1' is a general introduction to modern slavery, containing case studies which are relevant to congregations. The second 'Modern Slavery and Human Trafficking 2' is a guide to good practice when dealing with vulnerable groups within churches and church social action projects which might be affected by modern slavery or exploitation. It explores the connections between established safeguarding practice and modern slavery to enable churches to apply their existing knowledge to situations they may encounter. Case studies within the resource have been taken from 'real life' situations. The courses have been designed to complement existing Church of England safeguarding practice.

The courses are hosted on the [Church of England safeguarding training portal](#). They are free to access and can be used as online training or adapted for a face to face training session. The courses are called 'Safeguarding & Modern Slavery' and can be found under 'Additional Resources'.

## Deanery Training

During 2018 and thus far in 2019 we have completed training in 12 of the 15 Deaneries. By the end of May 2019 we should have covered all the Deaneries and will start the cycle again. If you have anyone needing to attend any of the courses we deliver in the Deaneries (C1 Foundation and C2 Leadership) please make sure they book their place via the Safeguarding Training pages of the Diocese of Ely's Website.

Please also check the other courses we offer for those with additional responsibilities which will require them to complete the *S1 Safer Recruitment* and *S3 Responding Well to Domestic Abuse* modules.

## On-line Safeguarding Training for those who do not have e-mail addresses.

Some members of my church / PCC do not have their own email address, or share an email address with my partner or spouse. How can they register on the site?

**Solution 1:** Create temporary email accounts for the relevant individuals.

**Solution 2:** If you are a **Googlemail** user, you can adapt your email address using +1,+2,+3. For example, if your email address is myname@gmail.com, then you can also use myname+1@gmail.com, myname+2@gmail.com and so on. All emails will come in to your usual gmail account.

## Parish Safeguarding Officers Networking Morning 28 September 2019

9.30am—12.30pm at Cambourne Church

We are delighted to again welcome Elizabeth Locke, Safeguarding Adults Board Trainer, from the Cambridgeshire and Peterborough Safeguarding Adults Board as our key speaker at the above event. Below is a brief description of Elizabeth's presentation.

***If Safeguarding Adults is Everyone's Responsibility, What's Expected of Me?***

The rest of the morning will be made up with diocesan & national updates and a chance to network with colleagues.

**To book your place please click on the following link**  
<https://www.elydiocese.org//train?course=1796>



# Parish Safeguarding Officers Summer Event

All Parish Safeguarding Officers, and partners, are invited to attend the Evensong service in the cathedral on the 11 June. The service starts at 5.30pm. This will be followed by refreshments served in the Lady Chapel at approximately 6.15pm. If you are unable to attend evensong please join us for refreshments. [Please let Kelly know if you are able to attend.](#)



## Records Retention Guidance

We have had a number of queries recently about records retention. As a refresher please note this document and check your parishes' compliance with it [https://www.elydiocese.org/application/files/3915/1696/4843/Safeguarding\\_Records\\_Retention\\_Toolkit\\_2016.pdf](https://www.elydiocese.org/application/files/3915/1696/4843/Safeguarding_Records_Retention_Toolkit_2016.pdf)

## Reporting Serious Incidents

As you know, all PCCs are charities (whether or not their annual income is at the threshold to require them to register with the Charity Commission). Therefore, they are already required to report any Serious Incidents (both safeguarding and non-safeguarding) to the Charity Commission.

Following recent high-profile safeguarding-related incidents in the charity sector, the Charity Commission updated its guidance in October 2018, with a particular focus on the reporting of safeguarding Serious Incidents. The Church has worked with the Charity Commission to agree bespoke guidance for DBFs, PCCs and Religious Communities on how to identify and report a Serious Incident. From now on, when PCCs report any Serious Incident to the Charity Commission, they should do so in accordance with the new CoFE Guidance.

The purpose of this Guidance is to assist those responsible within PCCs to ascertain:

whether an incident is a Serious Incident (whether safeguarding related or otherwise) and so must be reported to the Charity Commission; and how to report the incident.

Please note that the safeguarding related guidance and templates are available on the safeguarding pages of the Church of England website.

<https://www.parishresources.org.uk/wp-content/uploads/Safeguarding-SIR-Guidance-FINAL-1-Jan-2019.pdf>

<https://www.parishresources.org.uk/wp-content/uploads/SIR-Safeguarding-Practical-Guidance-FINAL-1-Jan-2019.pdf>

<https://www.churchofengland.org/media/17281>

**All** safeguarding Serious Incidents should be reported to the Safeguarding Team at Ely Diocese so that we can offer you as much support as possible.

## Contact information and Numbers

### Children & Adult Services

There have been a recent change in telephone numbers so please note the numbers below in case the changes apply to your county area.

### Cambridgeshire & Peterborough

#### Children's Services

Cambridgeshire Tel: **0345 045 5203**

Peterborough Tel: **01733 864180**

Out of hours (Cambridgeshire & Peterborough):  
**01733 234724**

#### Adult Services

Tel: **0345 045 5202** Out of hours: 01733 234724

### Norfolk

**Children's Services** Tel: 0344 800 8020

**Adult Services** Tel: 0344 800 8020

## Ely Diocesan Safeguarding Team

### NEW Safeguarding Duty Phone

**01353 652747** (for safeguarding concerns only)

#### Safeguarding Officer—Sarah King

Tel: 01353 652735 Email: [sarah.king@elydiocese.org](mailto:sarah.king@elydiocese.org)

#### Safeguarding Adviser - Rebecca Boswell

Email: [rebecca.boswell@elydiocese.org](mailto:rebecca.boswell@elydiocese.org)

#### Asst Safeguarding Adviser - Sharon Gage

E-mail [Sharon.gage@elydiocese.org](mailto:Sharon.gage@elydiocese.org)

#### Asst Safeguarding Adviser - Lisa Pearson

E-mail [Lisa.pearson@elydiocese.org](mailto:Lisa.pearson@elydiocese.org)

#### Safeguarding DBS Administrator—Jackie Cox

Tel: 01353 652721

E-mail: [safeguardadmin@elydiocese.org](mailto:safeguardadmin@elydiocese.org)

#### Safeguarding Training Administrator—Kelly Nott

Tel: 01353 6527321

E-mail: [safeguarding.training@elydiocese.org](mailto:safeguarding.training@elydiocese.org)