



Parish of South Beddington & Roundshaw

Safeguarding Policy

Promoting a Safer Church:

Online Safety Policy

ONLINE SAFETY POLICY

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1. Scope of the Policy

- A. The Parish of South Beddington and Roundshaw "SBR" are delighted with the work that we do with our children and young people, and with vulnerable adults. Our work in this area is wide-ranging and includes but is not limited to:
- B. The Housebound.
- C. Dymond House Residential Home.
- D. St. Mary's Court, Almshouse.
- E. Abbeyfield Residential Home.
- F. St. Paul's Church lunch club.
- G. School assemblies.
- H. Working with the older people.
- I. Engaging with vulnerable adults and children via Food Bank.
- J. It is a fact in our culture today that the majority are reliant on using IT and technology as part of their daily life. The onset of the Pandemic has created new opportunities online. We recognise there are risks associated with this. We should therefore all pay attention to how we can safeguard young people, children, and vulnerable adults to ensure online safety.
- K. This policy should be used alongside our Safeguarding Policies and our GDPR Policy.
- L. This policy applies to all who are given specific permission to engage in online ministry on behalf of SBR.

2. Purpose of the policy

- A. Safeguard children, young people, and vulnerable adults when we are ministering on behalf of SBR through the internet, social media, or mobile devices.
- B. Equip the Ministry Team and volunteers with guidance on our approach to online safety.
- C. Set out safeguarding guidance and the law in terms of how we use online devices.
- D. Our principles apply to protect Children & Young People, and vulnerable adults

2. Key Contacts

Joanna Reeve	Safeguarding Officer	joannareeve@live.co.uk 0208 686 9960
Sally Page	Safeguarding Officer	sally.page1964@gmail.com 0208 647 9567
Reverend Captain Paul Fitzpatrick	Online Safety Advisor (Interim)	Fr.paul.fitzpatrick@gmail.com 07565 786 901
Reverend Canon Angela Gbebikan	Vicar	agbebikan@gmail.com 0208 647 1201

3. What we understand is Online Abuse

- A. Online abuse is any type of abuse that happens on the internet, facilitated through technology like computers, tablets, mobile phones and other internet-enabled devices. It can happen anywhere online that allows online digital communication.
- B. Children, young people, and vulnerable adults could experience online abuse including:
 - I. Bullying/cyberbullying.
 - II. Emotional abuse
 - III. Financial exploitation
 - IV. Scamming
 - V. Sexting
 - VI. Sexual abuse
 - VII. Sexual exploitation
 - VIII. Grooming and harassment
- C. For children, young people, and vulnerable adults, the impact and consequences can be significant. It creates fear and isolation.
- D. It is possible that children, young people, and vulnerable adults may not understand that they are being abused.

4. What is online safety?

Online safety is the collective term for safeguarding involving the use of electronic devices and applications to communicate and access the Internet; often referred to as Information and Communications Technology.

5. The role of SBR in ensuring safety online

We recognise that:

- A. the online world provides everyone with many opportunities, however it can also present risks and challenges.
- B. we have a duty to ensure that all children, young people, and vulnerable adults involved in our ministry are protected from potential harm online.
- C. we have a responsibility to help keep children, young people, and vulnerable adults safe online, whether or not they are using SBR's networks, channel, or devices.
- D. all children, young people, and vulnerable adults, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, have the right to equal protection from all types of harm or abuse.
- E. working in partnership with children, young people, and vulnerable adults, their parents, carers, and other agencies is essential in promoting children, young people, and vulnerable adults welfare and in helping them to be responsible in their approach to online safety.

6. Keeping children and young people safe

We will seek to keep children, young people, and vulnerable adults safe by:

- A. Appointing an Online Safety Advisor
- B. providing support and training for all staff and volunteers on identifying and dealing with all forms of abuse, including bullying/cyberbullying, emotional abuse, sexting, sexual abuse, and sexual exploitation.
- C. Supporting and encouraging children, young people, and vulnerable adults using our online services to use the opportunities offered by mobile phone technology and the internet in a way that keeps themselves safe and shows respect to others.
- D. develop an online safety agreement for use with young people. (template at the end of this document)

- E. Supporting and encouraging parents and carers to do what they can to keep their children, young people, and vulnerable adults safe online and when using their mobile phones and consoles.
- F. Having in place clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, (including online abuse) whether by a child, young person, or a vulnerable adult
- G. Informing parents/ carers/ or trusted adult of incidents of concern as appropriate with the individuals full knowledge.
- H. Providing adequate physical security for equipment used online.
- I. Ensuring that our usernames, logins, and passwords are used and protected appropriately.
- J. Using only official email accounts provided via SBR for contact with children, young people, and vulnerable adults and monitoring those, as necessary.
- K. Where WhatsApp is used, the messages should not be deleted but should be archived so that these are accessible if needed.
- L. Ensuring that the personal information of clergy, staff, volunteers are not published on our website unless express permission is given. The personal information of children, young people, and vulnerable adults cannot be published on our website.
- M. Ensuring that images of children, young people, vulnerable adults, and families are used only after their written permission has been obtained, and only for the purpose their consent has been given. If in doubt refer to the Safeguarding Officers
- N. Any social media tools used in the course of our ministry with children, young people, and vulnerable adults and their families must be risk assessed in advance by the Online Safety Advisor.
- O. Examining and risk assessing any emerging new technologies before they are used within the organisation.
- P. In line with our current Safeguarding processes we will review and update the security of our information systems regularly .

7. If we think online abuse has or is taking place

We will respond to it by:

- A. Using our clear and robust safeguarding procedures that are in place for responding to abuse (including online abuse)
- B. providing support and training for all clergy, staff and volunteers who have been dealing with cases of online abuse
- C. making sure our response takes the needs of the person experiencing abuse, any bystanders, and our organisation as a whole into account
- D. reviewing the plan developed to address online abuse at regular intervals, in the light of any learning, in order to ensure that any problems have been resolved in the long term.

8. What to do if you think online abuse has or is happening

- A. If you think a child, young person, or a vulnerable adult is in immediate danger, contact the police on 999.
- B. If you are worried about a child, young person, or a vulnerable adult but they are not in immediate danger, you should talk to our Safeguarding Officers or our Online Safety Advisor who may need to seek further advice of the Diocese of Southwark's Safeguarding Team. It may be appropriate for any of the Key Contacts (named at point 2 above) to call the police or the local child protection services or local authority.
- C. If you see an online video or image that you think shows a child, young person, or a vulnerable adult being abused:
 - I. Do not comment, like or share the video or image, as this will distribute it further.
 - II. Report it to the website you have seen it on.
 - III. Report it to the police.
 - IV. Contact our Safeguarding Officers or our Online Safety Advisor and we will report it to the police for you
- D. If you are made aware that a child has taken a sexual picture of themselves and lost control of it, they can contact Childline who will work with the Internet Watch Foundation (IWF) to get it taken down.

9. Creating safe places online

- A. Some activities with children, young people, and vulnerable adults and their families people may take place online; although there are many benefits to this, it is important these activities are set up correctly and used safely.
- B. Children, young people, and vulnerable adults and their families who find it difficult to meet and talk in person can often feel much more comfortable communicating behind the 'safety' of a screen. Connecting through a smartphone or computer

opens up huge potential for a different kind of outreach, where we can invite people to view and even participate in activities without ever having to cross the threshold of a church or other physical meeting space.

- C. It is important to remember that communicating with children, young people, and vulnerable adults one to one online, whether via messaging or video, is the equivalent of meeting that person in a room on your own with no one around. Therefore, the same level of boundaries and safeguards should be put in place.
- D. We advise the following when communicating with children, young people, and vulnerable adults be put in place:
 - I. To minimise risk, always consider if a group communication can be achieved rather than one to one.
 - II. Where you have an online group meeting, ensure that a code of conduct is in place and communicated to the group clearly. This should include:
 - 1. What behaviour is acceptable (and is not)
 - 2. Appropriate physical presentation such as clothing, environment, and timing.
 - 3. You may want to make this visible in the "chat" section of the online call so it can be referred to easily.
 - III. You should not meet with children, young people, and vulnerable adults on your own online, so before a child, young person, or vulnerable adults joins an online call, there should be at least two adults on the video call already.
 - IV. Where a one to one video call is required it is good practice to have an additional colleague in the room with the caller (dependent on the age or needs of the child, young person, or vulnerable adult) also better to ask if a parent/carer can be home at the same time;
 - V. One to one meeting's where possible should be with someone of the same gender.
 - VI. Do not record group calls unless there is a compelling reason to do so.
 - VII. If you are using Zoom.
 - 1. to ensure the "waiting room" function is enabled for you to control who accesses the meeting and not let in anyone you do not know.
 - 2. Likewise, if you are using Zoom, "lock" the meeting after all those you are expecting to attend have done so.
 - 3. Be the last to leave a video call.
 - 4. Ensure a written record is kept of all video call meetings and the content covered in each call. E.G SBR Clergy register on their online diary when they hold a Zoom meeting.
 - 5. Avoid using personal accounts to enable video chats. Use organisational profiles and devices wherever available.
 - 6. ensure you are able to block or mute a user, in the event that inappropriate information is displayed or shared with the group.
 - 7. If possible, have a new meeting each time rather than an ongoing personal

meeting number and password

8. Do not make meeting numbers and passwords public on social media or other adverts

- VIII. If you are unsure how to set up on online group safety check your settings or do a trial run with another adult worker or volunteer or seek advice from the Online Safety Advisor.

10. Further help with children and adult safeguarding issues:

<https://www.saferinternet.org.uk/>

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/>

<https://www.childline.org.uk/>

<http://www.stmichaelandstpaulwallington.org.uk/safeguarding/>

- **NSPCC Child Protection Helpline:** 0808 800 5000 (lines free and open 24 hours). Phone if you are worried about a child.
- **Child-line:** 0800 1111 (lines free and open 24 hours). Phone if you are a child or young person and are worried about anything.
- **National Domestic Violence Helpline:** 0808 2000 247 (lines free and open 24 hours). Phone if you are experiencing domestic abuse.
- **Samaritans Helpline:** 116 123 (open 24 hours). Phone if you feel you are struggling to cope and need someone to talk to.
- **Action on Elder Abuse Helpline:** 080 8808 8141 (free phone Monday to Friday 9-5pm)

Southwark Diocese Safeguarding Team contact details:

- **Diocesan Safeguarding Adviser, Kate Singleton** kate.singleton@southwark.anglican.org 020 7939 9423 Mobile 07982 279713 (for urgent matters out of hours)
- **Assistant Diocesan Safeguarding Advisers, Marie Daly, and Louise Vernon**
- **Marie Daly** marie.daly@southwark.anglican.org 020 7939 9441 Mobile 07946 255295
- **Louise Vernon** louise.vernon@southwark.anglican.org 020 7939 9462 Mobile 07946 25562

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