



Safeguarding Policy for St John The Baptist Church Folkestone

Statement of Safeguarding Principles

The Church of England and the Methodist Church work in partnership with other Christian Churches and other agencies in delivering safeguarding. The following statement of principles and policy have been adopted by St John the Baptist Church Folkestone.

We are committed to:

- The care, nurture of, and respectful pastoral ministry with, all children, young people and all adults;
- The safeguarding and protection of all children, young people and all adults;
- The establishing of safe, caring communities which provide a loving environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse.

To this end:

- We will endeavour to carefully select, support and train all those with any responsibility within the Church, in line with the principles of safer recruitment. We will respond without delay to every complaint / concern made, that any adult, child or young person may have been harmed, cooperating with the police and local authorities in any investigation.
- We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognises the importance of understanding the needs of those who have been abused, including their feelings of alienation and / or isolation.
- We will seek to protect survivors of abuse from the possibility of further harm and abuse. We will seek to challenge any abuse of power, especially by anyone in a position of respect and responsibility, where they are trusted by others.
We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of our Church community known to have offended against a child, young person or adult who is vulnerable.

In all these principles we will follow legislation, guidance and recognised good practice.

What to do if...You have concerns about possible abuse (including allegations): *

In an emergency, call the emergency services on 999. Afterwards please contact a member of our safeguarding team.

For all non-emergency situation (all contact numbers are at the end of this document)

1. Your first point of contact should be one of the members of our church Safeguarding Team. They will be trained to carry out the correct procedures for any safeguarding concerns.
2. If the safeguarding team are not available, please speak to one of our churches Leadership Team.
3. If the Leadership Team are not available, please speak to one of the Canterbury Diocese Safeguarding Advisors.
4. If none of the above are available, please contact Kent Social Services. Kent Social services are divided into two groups, one office for children under the age of 18 and one office for people over the age of 18. Please contact the appropriate office.

5. If none of the above are available and you feel the matter is urgent and it cannot wait until one of our Safeguarding Team becomes available, please contact the police on 999.
6. If you feel that your reported concerns have not been dealt with appropriately or in line with our Whistleblowing Policy, always consult with the Diocese Safeguarding Advisors or/and Kent Social Services.
7. Keep a detailed written record of what happened, your concerns and your actions. This information **MUST** be kept strictly private and confidential and only shown to our Safeguarding Team (or in their absence one of the churches Leadership Team).

A child, young person or adult wishes to disclose they have been abused:

1. Listen. Keep listening. **Do not question or investigate** the communicated allegation. If you do it can jeopardise any prosecution.
2. Do not promise confidentiality; tell them we need to share this with the churches appointed person.
3. Assure them they are not to blame.
4. Tell them what you are going to do and that they will be informed of any updates that you are in a position to share (this information may be very vague due to confidentiality).
5. Make careful notes of what is said; record dates, times, events and when you are told. Record facts not your personal opinions. keep the information safe and secure until you can pass it on to one of our Safeguarding Officers.
6. Report it to the person to whom you are responsible **and** one of the safeguarding team.
7. Only tell those who need to know (St John's Safeguarding Officers or in their absence one of the Leadership Team).

Things to remember:

1. Treat everyone with respect, setting a positive example for others.
2. Respect personal space and privacy.
3. Ensure any actions cannot be misrepresented by someone else.
4. Challenge unacceptable behaviour.
5. Do not put anyone, including yourself, in a vulnerable or compromising situation.
6. Do not have inappropriate physical or verbal contact with others.
7. Be mindful of appropriate and safe electronic usage
8. You must not keep allegations or suspected abuse secret, you must communicate your concerns with the appointed person/s.

What to do if you suspect one or more of the appointed safeguarding team is not acting in a person's best interest

- Firstly, speak to an alternative member of the safeguarding team at St John's
- If you feel unable to notify the appointed person/s please make your concerns known to one of the Church Wardens both of which will be able to guide you as to what needs to be done next.
- You can expect a follow up meeting with the person you reported your concerns to. They may not be able to give you full disclosure of all the events/proceedings as this could be classified as "sensitive information" and therefore must only be disclosed on a needed to know basis. You should feel reassured that your concerns have been acted upon.

Information we obtain, retain and access is in line with safeguarding guidance

- St John's has adopted the Church of England's guidance on Safer Recruitment for Volunteers. This involves (but is not limited to) HR paperwork, references, DBS checks, risk assessments and audits.
- In line with the Data Protection Act and GDPR Guidelines, all personal or sensitive information that St John's hold in connection to safeguarding is kept securely and has strict restricted access.

Useful contact numbers:

St John The Baptist Folkestone Parish Safeguarding Officer	Mandy Allen 01303 246 422 amandaelizallen@yahoo.co.uk
St John The Baptist Parish Deputy Safeguarding Officer St John The Baptist Parish Child Protection Co-Ordinator	Dr. Penny Sholl 01303 259596 pennypsholl@aol.co.uk
St John The Baptist Folkestone Parish Safeguarding Administrator & Advisor	Clare Au 07766462777 nicholsoncla@gmail.com
St John The Baptist Folkestone Leadership Team In the absence of the churches appointed safeguarding officers the vicar or wardens have a duty to act in their place. Wardens also have a right to access all records and information connected to safeguarding and HR on a need to know basis.	Peter Edwards (Warden) 077785 70992 peter.edwards@stjohnsfolkestone.org Linda Grieve (Warden Elect) 01303 252130 lindajgrieve@hotmail.com
Canterbury Diocesan Safeguarding Advisors <i>Paul is our first port of contact for our area, if he is not available then we contact Fiona.</i>	Paul Brightwell. 01732 384734 / 07398 009951 E-mail: pbrightwell@diocant.org Fiona Coombs 07548 232395 E-mail: fcoombs@diocant.org Lesley Weaver (Assistant with responsibility for training) 07971 626567 E-mail: lweaver@diocant.org
Kent County Council Child Safeguarding Officer	03000 41 11 11 (text relay 18001 03000 41 11 11) or email social.services@kent.gov.uk.
Kent County Council Adult Safeguarding Officer	03000 41 61 61 (text relay 18001 03000 41 61 61) or email social.services@kent.gov.uk.
NSPCC For adults concerned about a child	0808 800 5000
Childline For children and young people	0800 1111
STOP IT NOW Preventing child abuse 24 hour service	0808 1000 900
Action for Elder Abuse	0808 808 8141
NAPAC Supporting survivors of abuse	0808 801 0331
National Domestic Violence Helpline	0808 2000 247
Cruse Bereavement Helpline	0808 808 1677

Action Fraud	0300 123 2040

The following two Church of England websites provide further information about safeguarding

- <https://www.churchofengland.org/clergy-office-holders/safeguarding-children-vulnerable-adults/house-of-bishops-policy-practice-guidance.aspx>
- <https://www.churchofengland.org/media/4037867/responding-to-assessing-and-managing-concerns-or-allegations-against-church-officers.pdf>

**Notes taken from the Church of England Model Pocket Sized Guide to Safeguarding 2014 Text based on and in places taken from the C Of E Safer Recruitment Guide 24th June 2015*

I have read, understood and agreed to comply with this policy.

Full Name: Date:

Signature:

St John the Baptist Folkestone SAFEGUARDING FLOW CHART

If you have seen, heard or been told something that causes you concern

Child (under 18 years)

Adult (18 years and over)

Contact your group supervisor or/and the **PSO** team

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Not available? contact the Church's **LT**

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If they are not available.....

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**URGENT
CASES**

*Contact the
Child Social
Services or
Police*

**NON-URGENT
CASES**

Keep trying until
you can contact
your **PSO** Team
or the **DSA** Team

**URGENT
CASES**

*Contact the
Adult Social
Services or
Police*

**NON-URGENT
CASES**

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you can contact
your **PSO** Team
or the **DSA** Team

If following this path, please make
sure you inform your group
supervisor and/or **PSO** Team ASAP

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Key for abbreviations and contact numbers:

At St John's	Safeguarding Team (PSO Team) PSO (Parish Safeguarding Officer) CPC (Child Protection Co-ordinator) Safeguarding Administrator & advisor LT (Leadership Team)	Mandy Allen. 01303 264724 amandaelizallen@yahoo.co.uk Penny Sholl: 01303 259596 pennypsholl@aol.co.uk Clare Au: 07766462777 nicholsoncla@gmail.com Vicar Steve Bradford 01303 211037 stevejbradford@btinternet.com Warden Peter Edwards 077785 70992 2017pce@gmail.com Warden Steve O'Neill. 01303 892683 wardensteve@hotmail.co.uk
Canterbury Diocese	DSA (Diocesan Safeguarding Advisors)	Paul Brightwell 01732 384734 / 07398 009951 Email: pbrightwell@diocant.org Fiona Coombs. 07548 232395 Email: fcoombs@diocant.org
Emergency Services	Police Child Social Services Adult Social Services	999 03000 41 11 11 (text relay 18001 03000 41 11 11) or email social.services@kent.gov.uk 03000 41 61 61 (text relay 18001 03000 41 61 61) or email social.services@kent.gov.uk
Other organisations you may wish to contact for advice or to report an incident.	NSPCC (For adults concerned about a child) Action for Elder Abuse National Domestic Violence Helpline Action Fraud	0808 800 5000 0808 808 8141 0808 2000 247 0300 123 2040

