

Safeguarding in the Parish

Key Tasks for PCCs - Checklist

- Adopt annually a Parish Safeguarding Policy Statement.
- Display this policy.
- Review annually the implementation of this policy and of the Diocesan Safeguarding Guidelines.
- Appoint Parish Safeguarding Coordinator(s) and advise Diocesan House of any change.
- Display the Childline and Family Lives telephone numbers.
- Keep a record of all activities in which children and vulnerable adults are involved.
- Ensure that a record is kept of all unaccompanied children and vulnerable adults attending parish activities.
- Ensure that all those working with children and vulnerable adults are appropriately recruited, trained and supported under Safer Recruitment Guidelines.
- Ensure that all those working with children and vulnerable adults have a DBS Disclosure subject to role, which is renewed every 5 years.
- Ensure that those who may pose a threat to children and vulnerable adults are effectively managed and monitored, always taking advice from the Diocesan Safeguarding Adviser.
- Ensure that appropriate Health and Safety procedures are in place.
- Notify the parish insurers of any serious safeguarding incident involving a parish worker, paid or unpaid.
- Carry out an audit of premises in which activities involving children and vulnerable adults take place to assess safety and suitability.
- Ensure that good records are kept of safeguarding concerns/unusual circumstances and that they are stored securely.