

DIOCESE OF WORCESTER

ANNUAL PAROCHIAL CHURCH MEETINGS & SAFEGUARDING

The PCC's annual report must report on safeguarding.

As a minimum...

The PCC's annual report required by the Church Representation Rules shall include a statement as to whether the council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

How do we know how we are progressing?

Every Parish has a Safeguarding Dashboard to monitor their compliance with all Parish safeguarding requirements. If your parish dashboard access is out of date or needs amending, please contact Delia Stokes via dstokes@cofe-worcester.org.uk

Please ensure before your visitation that your safeguarding dashboard has been updated and that you have an action plan to address any areas that require attention. The Diocesan Safeguarding team will highlight any parishes who appear to have low compliance rates to the Archdeacons before they visit.

What could we include in our report?

In addition to the statement re compliance, you could also include:-

- Number of DBS processed – any that required referral to DSA/ADSA. Are there any that have lapsed without renewal? If so what action is being taken
- Number of people who have attended training. Any renewals due/out of date? Actions taken?
- Any advice sought from DSA/ADSA this year (without personal details of case) any actions as a result?
- Sharing of updates from PSO network meetings? Or training events?
- Any policy changes/new statements added/new Diocesan/National policies adopted?
- Completion of toolkit/take up of Dashboard?
- Highlights of Parish action plan?
- How many children's/adult activities are taking place in the parish? Any new ones planned?
- Whether role descriptions are available for every post? Do any need preparing?
- How is Safer Recruitment adhered to in your Parish.

NB – please note that the Annual report, and any information contained within, can be available publicly (via Parish records, or Charity Commission returns) so sensitive information, or such that could lead to speculation should not be recorded.

All Diocesan Safeguarding Policies are listed on the Diocesan website:

<https://www.cofe-worcester.org.uk/parish-support/safeguarding/safeguarding-policies/>

Please note that the Parish Safeguarding Officer CANNOT be the incumbent or their spouse. Please speak directly to the Assistant Diocesan Safeguarding Advisor urgently if this is an issue for your parish.

For support with any of the above please contact **Delia Stokes, Assistant Diocesan Safeguarding Adviser, 07376 374380** or dstokes@cofe-worcester.org.uk .