



Safeguarding Referrals and Accessing Advice

Please use the following contacts when seeking advice and guidance in relation to safeguarding issues.

Please note that the Diocese of Bristol has an agreement with the Churches Child Protection Advisory Service for provision of support and advice via their helpline for all Anglican churches within Bristol Diocese. If calling CCPAS please state that you are calling from within the Diocese of Bristol, this will ensure that they are able to alert the Diocesan Safeguarding Team to any relevant information.

To report a concern that a person who is or has been a Church of England Minister (Ordained or Lay), parish or diocesan employee or volunteer has harmed a child or vulnerable adult or may pose a risk to those groups:

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999.

These concerns must also be reported to the Diocesan Safeguarding Team without delay (within 24 hours).

Diocesan Safeguarding Adviser:

Working hours Mon – Fri 9am to 5pm, contact on 0117 906 0100

Safeguarding Caseworker:

Working hours Tues-Weds 9am to 5pm, contact on 0117 906 0100.

If the Safeguarding Caseworker or DSA is not available ask for the Diocesan Secretary.

If unavailable, including out of hours, contact the Churches Child Protection Advisory Service Helpline on 0303 003 11 11 for advice.

For advice related to a known registered or previously registered sex offender or another person who may present a risk to children or adults within church

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999.

Where non urgent/ routine contact Diocesan Safeguarding Team: contact on 0117 906 0100.

For advice: where Safeguarding Caseworker is not available, contact the Churches Child Protection Advisory Service Helpline on 0303 003 11 11.

For advice and guidance in relation to a safeguarding concern for an adult or child who is a parishioner or member of the community but the potential abuser is not in one of the groups above:

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999 and to the Local Authority Adult or Child safeguarding teams for your area and your Parish Safeguarding Officer.

Where non urgent/ routine advice is required contact Diocesan Safeguarding Team: contact on 0117 906 0100.

For advice: where Safeguarding Caseworker or DSA is not available, contact the Churches Child Protection Advisory Service Helpline on 0303 003 11 11.

For issues that do not involve reporting a concern:

Diocesan Safeguarding training provision and booking

First see the Diocesan Website¹ for information. If you still have a query, please contact Safeguarding Training and Development Officer, Helen Styles on 0117 906 0100 or safeguarding@bristoldiocese.org

Information and guidance on Safer Recruitment

Please first refer to the Church of England Safer Recruitment practice guidance or Diocesan Safeguarding Recruitment Toolkit² on the Diocesan Website or if the query is regarding DBS disclosures discuss with the Lead Recruiter for your parish.

For guidance related to types and eligibility of DBS disclosure please ask for Lead Recruiter to contact the CCPAS DBS account managers on 0303 003 11 11.

If none of these sources resolve your query please contact Safeguarding Co-Ordinator Katheryn Caithness or DSA on 0117 906 0100 or safeguarding@bristoldiocese.org

Advice and guidance on Safeguarding Policy and procedures

Please access the safeguarding pages of the diocesan website in the first instance to access relevant diocesan and national policy, guidance and procedures. If further advice is required contact the Diocesan Safeguarding Adviser working hours Mon – Fri 9am to 5pm, contact on 0117 906 0100 or safeguarding@bristoldiocese.org

¹ <https://www.bristol.anglican.org/safeguarding-resources/>

² <https://www.bristol.anglican.org/documents/safer-recruitment-guidance-and-toolkit-2017/>

For advice and guidance in relation to the setting up and running of Children's' activities

Please contact Dan Jones, Diocesan Youth and Children's Adviser on 0117 906 0100 or daniel.jones@bristoldiocese.org

For advice and guidance on matters relating to disability and access

Please contact Rev Alice Kemp, Diocesan Disability Adviser on 0117 906 0100 or alice.kemp@bristoldiocese.org.

For any other issue not covered here, please seek information via the diocesan website or contact the diocesan support services office on 0117 906 0100 Monday-Friday 9am to 5pm and a member of staff will aim to connect you with the relevant person or source of information.

Document Control Information	
Document Issued By	Adam Bond Diocesan Safeguarding Adviser
Document Issued Date	August 2016
Review Frequency	Annual or when additional staff join Safeguarding team
Last Reviewed	N/A
Changes at review	Links to relevant advice and Guidance, change to CCPAS phone number.
Next Review Date	July 2018 or when additional staff join the safeguarding team