

## SAFEGUARDING NEWSLETTER

December 2020

Please let Karen Setchfield know if your role has changed.  
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**This Newsletter advises you of arrangements for notifying safeguarding concerns; arrangements for safeguarding training, policies and procedures for our Diocese and ongoing projects.**



Hello again, here is the last newsletter for 2020 and, once again, where has this year gone and what a year it has been. We have faced one of the most challenging times imaginable for everyone. The pandemic is causing all of us to review our priorities and has added a whole new dimension to the concept of “safeguarding”, making us all the more mindful of the need to care for ourselves and for one another physically, mentally and emotionally. The pandemic has impacted on everyone in so many different ways and has included personal challenges and having to face different working practices whilst still supporting children, young people and vulnerable adults.

There are so many different and important events that you have all prepared and planned for and seeking different ways to reach out. Take a moment to step back and reflect. Every day, throughout our churches, much valued work with children, young people and vulnerable groups is carried out by people, often on a voluntary basis. The contribution you make in nurturing and guiding our children and young people in the Christian way of life can never be over-estimated. The different ways that you have managed this during the pandemic has been phenomenal – so well done to you all.

The National Safeguarding Teams (NST) new safeguarding training Leadership Pathway (C2) now involves lots of reflection within the training sessions to situate safeguarding in the context of theology and beliefs of the church. As you know safeguarding is not an ‘add on’, and needs to be in the DNA of the church, and that’s what the new training is seeking to do. Thank you for bearing with the DSA team as we tried to understand the changes and then adapt our training accordingly.

I want to also take this opportunity to thank everyone in supporting Samantha, Sharon and myself in embedding safeguarding within our churches. We couldn’t do this

without your help. Together, within our Diocese, we are making our churches safe places to be – safeguarding is everyone’s responsibility.

This newsletter will now cover: Changes to who needs to complete the new Leadership Training Pathway (C2); DBS checks for PCC members and Self Declaration Forms.

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## **LEADSHIP PATHWAY TRAINING (C2)**



An email was circulated recently to incumbents, safeguarding officers and churchwardens which highlighted the changes made by the NST and the Leadership Pathway (C2) safeguarding training. I have checked with the NST those people who now **DON'T** need to complete the Leadership Pathway (C2) training. The NST has confirmed that, with immediate effect, those people are:

- Volunteer leaders who don't have a Bishops Licence who work with children, young people or vulnerable adults - need to complete on-line C1 as the highest level)
- PCC members / Chapter members - need to complete on-line C0 as the highest level). *The PCC safeguarding lead will need to do the Leadership Pathway (C2) training*
- Music leaders / choir leaders - need to complete on-line C1 as the highest level
- Bell Tower Captains – nee to complete on-line C1 as the highest level

In relation to Churchwardens clarification was sought and we have been advised: *There is no one size fits all answer to this, this is designed for those people who play a lead role in shaping the culture of the Church body concerned.* Based on this it has been agreed that, in the Diocese of Peterborough, churchwardens **DON'T** need to complete the Leadership Pathway (C2) training:

- Churchwardens - will complete on-line C1 as the highest level
- However, if a church warden fills a role when the church goes into vacancy and shapes the culture of the church regarding safeguarding they will then need to complete C2

**NB:**

*For those parishes who use the Dashboard App the changes are being made over the Christmas / New Year period to reflect this.*

*Pages 16 and 17 of the Parish Safeguarding Handbook are now out of date  
Core safeguarding modules are to be refreshed every 3 years – for those who have  
difficulties completing the on-line modules please contact Sharon Welbourne*

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## **DBS CHECKING FOR PCC MEMBERS**



Recent questions from parishes have centred round 'Safer Recruitment' and DBS checks for PCC members and what to do if they refuse a DBS check. Here are the Church of England policies and guidance around this:

### **Church of England Policies and Guidance:**

1. Safer Recruitment policy:

<https://www.peterborough-diocese.org.uk/downloads/safeguarding/toolkit-vpw-15.pdf>

2. House of Bishops' Safer Recruitment Practice Guidance DBS Eligibility and Related Matters – Frequently Asked Questions, (February 2017) - see page 7 and 8:



dbs-faq-february-2017.pdf

3. Church Representation Rules 2020:

<https://www.churchofengland.org/more/policy-and-thinking/church-representation-rules/church-representation-rules-online-contents>

The current guidance recommends that good practice is for PCC members to be DBS checked. DBS checks are renewed every 5 years.

Although an individual might verbally explain any concerns or declare them on a self-declaration form the only way we can ascertain whether a candidate for PCC membership has convictions / cautions / intelligence of a safeguarding offence is to complete a DBS check.

Advice has been sought from the National Safeguarding Team and the Bishops Management Group.

## The advice the DSA team is giving:

Recommending that all PCC Members in their parishes should have a DBS Check at the appropriate level. The appropriate level of checks are:

- Where a PCC sponsors regulated activity with children or adults at risk of harm then PCC members are eligible for an Enhanced without Barred List Check.
- Where a PCC does not sponsor regulated activity with children or adults at risk of harm then PCC members are eligible for a Basic DBS Check. (*This was under Basic Check – Scotland and has changed*)

Due to how PCC members are elected, then appropriate checks should be carried out after the relevant individual is elected to his/her post. **It should be made clear to all nominees prior to any election that all appointments will be subject to appropriate checks.** Now these may be undertaken for those who have been in post for a while and where there have previously been no checks.

## How this stands from a legal perspective:

From a legal perspective, under section 5 of the Safeguarding and Clergy Discipline Measure 2016, all clergy authorised to officiate, churchwardens, licensed readers, lay workers and parochial church councils must pay “due regard” to the Guidance. A failure to do so may result in disciplinary proceedings where appropriate.

A duty to have “due regard” means that a relevant person cannot disregard the Guidance and must follow it unless there are cogent reasons for not so doing. If any PCCs do not wish to follow the recommendation, then I would suggest that they minute their decision along with its rationale. That recording may then evidence their ‘cogent reason’ for not so doing. They would then need to explain their decision making to the Charity Commission if things go amiss.

Hopefully it won’t get to this stage but if a refusal continues then the DSA will inform the Charity Commissioners

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## **SELF DECLARATION FORM**



When a DBS is being progressed a self-declaration form should be completed. This will identify if there are any concerns prior to submitting the DBS check. If concerns

are raised within the self-declaration form please contact the DSA team. There has been a slight change to the form, please see below:

### **DBS and Confidential Declaration Form**

In their December newsletter the NST have informed us that 'With effect from 28th November 2020, the DBS filtering rules have been amended. In summary, these are as follows:

- Warnings, reprimands and youth cautions will no longer be automatically disclosed on a DBS certificate (i.e. they will be filtered); and
- The "multiple conviction rule" has been removed. This means that if an individual has more than one conviction, regardless of offence type or time passed, each conviction will be considered against the remaining rules individually, rather than all being automatically disclosed.

The Church of England Confidential Declaration Form has been updated to reflect these changes and can be found on the website [here](#) under safer recruitment.

Appendix 5 of the Safer Recruitment Practice Guidance has also been updated with the revised form and can be found [here](#), again under safer recruitment.

If anyone has any questions, please do contact me, Clare Worrell via 020 7898 1780 or [clare.worrell@churchofengland.org](mailto:clare.worrell@churchofengland.org) '

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The form has been added to our website and can be found here:

<https://www.peterborough-diocese.org.uk/downloads/safeguarding/toolkit-vpw-3.docx>

**NB:** If you are a church officer and you are involved in an enquiry where you are being questioned by the police or local authority then you must inform your Safeguarding Officer or incumbent so that support is in place for you and our policies can be followed.

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## **NOTIFICATION FOR SAFEGUARDING CONCERNS**



Any safeguarding concerns, referrals that have been made to our statutory partners and any allegations of crimes that have been committed **must** be brought to the attention of the Diocesan Safeguarding Advisory Team

## Who do I contact?

### Safeguarding concerns:

**Beverly Huff, Diocesan Safeguarding Adviser:** 01733 887040 or e-mail at: [bev.huff@peterborough-diocese.org.uk](mailto:bev.huff@peterborough-diocese.org.uk)

**Samantha Jackson, Assistant Diocesan Safeguarding Adviser:** 01733 887041 or e-mail at: [samantha.jackson@peterborough-diocese.org.uk](mailto:samantha.jackson@peterborough-diocese.org.uk).

### DBS Checks:

If you have any questions about safer recruitment or DBS checks then please contact

Thirtyone:eight DBS enquiries: 0303 003 1111

### Safeguarding Training Modules

See our training link on Peterborough Diocese website under safeguarding:  
<https://www.peterborough-diocese.org.uk/training/training>

or contact

**Sharon Welbourne:** 01733 887027 or e- mail at: [sharon.welbourne@peterborough-diocese.org.uk](mailto:sharon.welbourne@peterborough-diocese.org.uk)



### REMINDERS

1. If someone discloses to you something which amounts to an offence you must inform the DSA team and in an emergency call 999 / 101

2. If you make a referral about a young person or vulnerable adult during your role within a church, then the DSA team must be informed and any referral forms copied to them
3. Please let Karen Setchfield know if you are new to your role or your role has changed: [karen.setchfield@peterborough-diocese.org.uk](mailto:karen.setchfield@peterborough-diocese.org.uk)
4. If, as a church officer, someone disclosed something to you which you did not report or raise the concern at the time or subsequently then please speak with the DSA team
5. If your church has a Bell Tower then please place your safeguarding instructions within the Bell Tower so people know what to do if they have a safeguarding concern

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## **THANK YOU**



### **TAKING CARE OF YOURS AND OTHERS MENTAL WELLBEING**

If you, or someone you know, are dealing with a safeguarding situation over the Christmas and New Year period which impacts on you then please let your incumbent, Rural Dean, Archdeacon or the DSA team know and we will ensure that appropriate support is put in place for you and your families.

It can sometimes be hard to know what to do or say when supporting someone who finds Christmas and the New Year an emotionally difficult time, especially during the pandemic and the current restrictions. Also, if you are living with a mental health problem, or supporting someone who is, then having access to the right information - about a condition, treatment options, or practical issues - is extremely useful. The charity 'MIND' has such information aimed at helping friends, family, carers and others to give support and take care of yourselves too. Their website can be found here: <https://www.mind.org.uk/>

As well as those statutory and volunteer agencies within your area there are also some National organisations who provide support to people who have been abused. Here is a list of some of those organisations:

- **Action on Elder Abuse Helpline:** [080 8808 8141](tel:080088088141) (free phone Monday to Friday 9-5pm)

- **Child-line:** [0800 1111](tel:08001111) (lines free and open 24 hours). Phone if you are a child or young person and are worried about anything
- **Cruse:** [0800 808 1677](tel:08008081677) bereavement helpline
- **MACSAS: Minister and Clergy Sexual Abuse Survivors.** [0808 801 0340](tel:08088010340) support for those abused by ministers, clergy or others under the guise of the church
- **NSPCC Child Protection Helpline:** [0808 800 5000](tel:08088005000) (lines free and open 24 hours). Phone if you are worried about a child.
- **National Domestic Violence Helpline:** [0808 2000 247](tel:08082000247) (lines free and open 24 hours). Phone if you are experiencing domestic abuse.
- **NAPAC: National Association for People Abused in Childhood.** [0808 801 0331](tel:08088010331). Support for adults abused as children
- **Safer Spaces:** A free and independent support service providing a confidential, personal and safe space for anyone who has been abused through their relationship with the Church of England, Catholic Church of England and Wales or the church in Wales. [0300 303 1056](tel:03003031056) or email: [safespaces@victimsupport.org.uk](mailto:safespaces@victimsupport.org.uk).
- **Samaritans Helpline:** [08457 90 90 90](tel:08457909090) (open 24 hours). Phone if you feel you are struggling to cope and need someone to talk to.
- **Stop It Now:** [0808 1000 900](tel:08081000900) preventing child sexual abuse
- **Survivors Trust:** [01788 550554](tel:01788550554). Support for men who have experienced sexual assault or rape

Thank you for your continued support and for embedding safeguarding practices to make our churches safe and how you have adapted to the constant restrictions and changes.

May we take this opportunity to wish all of you as wonderful a Christmas as is possible and that for 2021, we are all there for one another.

You can get information about many of your safeguarding queries on line  
at  
[www.peterborough-diocese.org.uk/safeguarding](http://www.peterborough-diocese.org.uk/safeguarding)