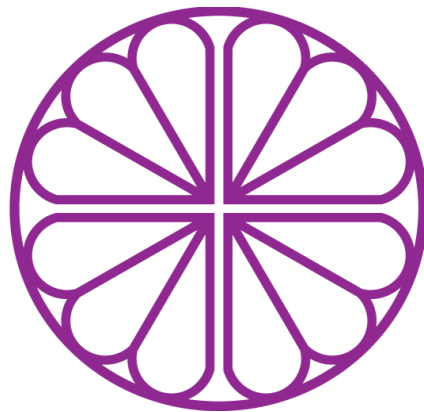


KING'S CHRISTIAN CENTRE



CHILD SAFEGUARDING POLICY



This document is based on a Model Safeguarding Policy supplied by the Churches' Child Protection Advisory Service. This Policy must not be copied by other churches/organisations without the written agreement of CCPAS.



POLICY REVIEW

Date	Reviewers	Outcomes
10 Nov 2016	B Amor S Leake W Swan	Number of improvements and updates Annotated as 'Issue 1'
15 Jan 2018	B Amor S Leake	No changes. Anti-Bullying and Harassment policy is being developed and can be used as necessary idc.
15 Jan 2019	B Amor S Leake	Additions to DBS application, and initial training Upissued, issue 2



SAFEGUARDING CHILDREN POLICY

CHURCH DETAILS

Name: King's Christian Centre (hereafter, "The Church" or "KCC")
Address: Bailey Hill, Pwll Glas, Mold, Flintshire, CH7 1RA
Tel No: 01352 752039 Email: safeguarding@kings-mold.org.uk(Safeguarding only)

MISSION STATEMENT

The Church Leadership [hereafter referred to as CL] recognises the importance of its ministry to children and young people and its responsibility to protect and safeguard the welfare of children and young people entrusted to the church's care.

As part of its mission, the Church is committed to:

- Valuing, listening to and respecting children and young people as well as promoting their welfare and protection.
- Safe recruitment, supervision and training for all the children/youth workers within the church.
- Adopting a procedure for dealing with concerns about possible abuse.
- Encouraging and supporting parents/carers.
- Supporting those affected by abuse in the church.
- Maintaining good links with the statutory childcare authorities and other organisations.

CHURCH POLICY

The CL recognises the need to provide a safe and caring environment for children and young people. It also acknowledges that children and young people can be the victims of physical, sexual and emotional abuse, and neglect. The CL has therefore adopted the procedures set out in this document (hereafter "the policy"). It also recognises the need to build constructive links with statutory and voluntary child protection agencies. The policy and attached practice guidelines are based on a model published by the Churches' Child Protection Advisory Service (CCPAS). The CL undertakes to file a copy of the policy and practice guidelines with CCPAS and social services, and any amendments subsequently published. The CL agrees not to allow the document to be copied by other organisations.

The CL is committed to on-going child protection training for all children/youth workers and will regularly review the operational guidelines attached.

The CL also undertakes to follow the principles found within the Abuse of Trust guidance issued by the Home Office and it is therefore unacceptable for those in a position of trust to engage in any behaviour which might allow a sexual relationship to develop for as long as the relationship of trust continues.



Policy Review

This policy, and the associated procedures, shall be reviewed annually as a minimum and as otherwise required, eg. If a failure in the system is identified. The review shall be undertaken by the KCC Safeguarding Officer (KCC SO) with assistance from the KCC Deputy Safeguarding Officer (KCC DSO) and others as considered necessary.

The date and outcomes of any review shall be recorded.

RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances shall a church worker carry out their own investigation into the allegation or suspicion of abuse. The person in receipt of allegations or suspicions of abuse shall do the following:

- Concerns must be reported as soon as possible to the KCC Safeguarding Officer (hereafter “KCC SO” or “SO”) who is nominated by the CL to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.
- The KCC SO is required by conditions of the Church Insurance Policy to immediately inform the Insurance Company, if the allegation relates to an incident on church premises, during a church activity or involving a children’s worker.
- In the absence of the KCC SO, or if the suspicions in any way involve the KCC SO then the report should be made to the Deputy KCC SO .If the suspicions implicate both the KCC SO and the Deputy KCC SO (DSO), then the report should be made in the first instance to the Churches' Child Protection Advisory Service (CCPAS) PO Box 133, Swanley, Kent, BR8 7UQ, telephone 0845 120 4550 or alternatively contact Social Services. The local Social Services office telephone number between 9.00am and 5.00pm is 01352 701000. The out of hours emergency number is 01352 753403. The Police Child Protection Team telephone number is 01352 753207.
- Suspicions shall not be discussed with anyone other than those nominated above (including with the alleged offender). A written record of the concerns should be made in accordance with church procedures and kept in a secure place.
- Whilst allegations or suspicions of abuse will normally be reported to the KCC SO, the absence of the KCC SO or Deputy KCC SO should not delay referral to the Social Services Department.
- The CL will support the KCC SO/Deputy KCC SO in their role, and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.
- It is, of course, the right of any individual as a citizen to make a direct referral to the child protection agencies or seek advice from CCPAS, although the CL hope that members of the church will use this procedure. If, however, the individual with the concern feels that the KCC SO/Deputy KCC SO has not responded appropriately, or where they have a disagreement with the KCC SO(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the CL demonstrate the commitment of the church to effective child protection.



The role of the KCC SO/ deputy KCC SO is to collate and clarify the precise details of the allegation or suspicion and pass this information on to the Social Services Department. It is Social Services task to investigate the matter under Section 47 of the Children Act 1989.

ALLEGATIONS OF PHYSICAL INJURY OR NEGLECT

If a child has a physical injury or symptom of neglect, the KCC SO/Deputy KCC SO will:

- Contact Social Services (or CCPAS) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Will not tell the parents or carers unless advised to do so having contacted Social Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of injury.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Social Services direct for advice.
- Seek and follow advice given by CCPAS (who will confirm their advice in writing) if unsure whether or not to refer a case to Social Services.

ALLEGATIONS OF SEXUAL ABUSE

In the event of allegations or suspicions of sexual abuse, the KCC SO/Deputy KCC SO shall:

- Contact the Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by CCPAS if, for any reason, they are unsure whether or not to contact Social Services/Police. CCPAS will confirm its advice in writing for future reference.

APPOINTMENT, SUPPORT, SUPERVISION & TRAINING OF LEADERS & WORKERS

The CL shall ensure all workers are appointed, trained, supported and supervised in accordance with the principles set out in government guidelines "Safe from Harm" (HMSO 1993), the Disclosure and Barring Service, CCPAS guidance and Church practice guidelines attached. The same principles shall be applied to those appointed to work with vulnerable adults.

As a minimum they must receive a copy of the KCC Workers' manual containing all the necessary procedures. All workers are to be made aware as to the names and necessary contact details of the KCC SO and KCC DSO and their 'line manager'

SUPERVISION OF GROUP/CHILDREN'S ACTIVITIES

The CL shall provide details of the supervision for each specific activity in the church practice guidelines included in the Child Workers Manual.



SUPPORT TO THOSE AFFECTED BY ABUSE

The CL is committed to offering pastoral care, working with statutory agencies as appropriate, and support to those attending the church who have been affected by abuse.

WORKING WITH OFFENDERS

When someone attending the church is known to have abused children, the CL will supervise the individual concerned and offer pastoral care, but in its commitment to the protection of children, shall set boundaries for that person which they will be expected to keep.

APPOINTING PROCEDURE FOR CHILDREN'S WORKERS

The following procedures shall be followed when appointing new persons for working with children. The level of background checks depends on the regularity and type of contact the worker is expected to have with the children.

Initial Approval

Where a need for an additional worker is highlighted or a person volunteers themselves for children's work they shall initially be approved by the CL via the KCC DSO. Approval shall only be granted if the CL is satisfied that, as far as is practical to know at that time, the person involved is of good character and will not pose any threat to the children. Persons for whom the CL cannot safely make such a judgment shall not yet be considered for children's work.

Once approved by the CL they shall then undergo the following background checks and training prior to being allowed contact with children.

All application details shall be kept by a person nominated by the CL (KCC Safeguarding Admin Officer {KCC SAO}) and the information contained within treated in the strictest confidence. They shall be stored in such a way as to prevent unauthorized access.

Irregular or Limited Contact

Such persons are not to be left alone with children and must be directly supervised by a fully approved person at all times.

1. Applicant completes the *Application Form For Paid Or Voluntary Work With Children and Young People*.
2. The KCC SAO ensures, as far as is practical, that the details on the Application form are correct and contacts the referees for confirmation of the applicant's acceptability/suitability.
3. Applicant undergoes necessary KCC safeguarding training (training may occur any time prior to approval)
4. Report made to CL that the applicant is approved.
5. Applicant and CL sign the contract

Regular Contact

1. Applicant completes the *Application Form For Paid Or Voluntary Work With Children And Young People*.
2. The KCC SAO ensures, as far as is practical, that the details on the Application form are correct and contacts the referees for confirmation of the applicant's acceptability/suitability.
3. DBS certificate applied for (see below)



4. Applicant to report to the KCC SO the results of the DBS check once received if there is any content in the DBS.
5. Applicant undergoes necessary KCC safeguarding training (training may occur any time prior to approval)
6. Report made to CL that the applicant is approved.
7. Applicant and CL sign the contract

DBS CERTIFICATE APPLICATION SYSTEM

The online system allows the applicant to complete their application online for checking and initial approval by the KCC SO/DSO. The certificate is then applied for online.

The presence of content or not is reported via the online system. If no content is highlighted there is no need to see the actual certificate. If content is present the certificate (which is only sent to the person to whom it applies) must be shown to the KCC SO or DSO prior to the person being allowed contact with children. The DSO shall confirm whether the content is sufficient to prevent their approval or not in consultation with the CL, and other advisory groups as necessary (eg. CCPAS).

If the applicant does not show the certificate then they shall not be approved for work with children.

Should the applicant not wish to use the online system or is unable to do so then the paper system is to be used. On receipt of the completed DBS certificate the applicant is to show this to the KCC SO or DSO to check for content. Again, the SO shall confirm whether the content is sufficient to prevent their approval or not in consultation with the CL, and other advisory groups as necessary (eg. 31:8).

All workers obtaining a DBS certificate are to be encouraged to register with the online update system.

REGULAR CHECKS ON DBS STATUS

The status of the DBS for those persons registered with the online update system shall be carried out at least annually to ensure they continue to be suitable for work with children.

Those persons whose DBS is not registered with the online update system will need to have their complete DBS renewed at least every three years, unless difference guidance is received from statutory or guidance authorities.

TRAINING

As a minimum, all persons working with children are to be made aware of the requirements and procedures laid out in the worker's manual. They shall have access to the manual and be informed of to whom, by name, they should report any concerns as detailed in the manual.

Persons in regular contact with children are to receive more detailed training and regular update training. Consideration should be made as to bringing in outside expert assistance for this type of training.