

ST NICHOLAS COLE ABBEY
CENTRE FOR WORKPLACE MINISTRY

Safeguarding Policy

—

Church Staff Team Policy Supplement

Revised: October 2018
Date for review: October 2019

Ministry Area Leader:

Rev. Christopher Fishlock, chris@snca.co.uk

Church Safeguarding Officer:

Edward Crossley, e.crossley@4stonebuildings.com

This supplement must be read in conjunction with the overall SNCA Safeguarding Policies.

If a safeguarding concern is reported to, or identified by, someone within the Staff Team and the child is at immediate risk, then dial 999 and follow the advice given.

Introduction

- The Staff Team

For the purposes of this supplement the Church Staff Team refers to Chris Fishlock, Philip Brentford, Tom Wright, Alyssa Williams, Mikey Williams, Suzie Normanton, and Joel Lane-Smith, which is current as of the most recent date of revision (October 2018).

- The remit of this supplement

As outlined in the SNCA Safeguarding policy, for the purposes of Safeguarding the church's various activities have been divided into separate ministry areas. Ministry areas which make formal provision for children (i.e. under 18s) require a named Ministry Area Leader.

If a staff member is serving within a named ministry area then any Safeguarding concerns related to that area must be dealt with in accordance the supplementary information for that Ministry Area.

This supplement covers staff in their work outside specific ministry areas.

1. Day to day working on site

In the course of a working day children and vulnerable adults might be present in the St Nicholas Cole Abbey church building as a result of the operation of the Wren Café or otherwise.

Staff members are free to interact with any such children within the church buildings as long as they are in public and there is no way their actions could be misconstrued by a third party.

2. Events in the buildings involving children or vulnerable adults

When a building is in use for an event involving children or vulnerable adults, staff are free to enter the building if they have good reason to do so. Such a staff member need not be screened, but must remain in the background of the activity and must not be in a situation where they are alone with a child or vulnerable adult.

Staff members are free to use the toilets in a building in use for an event involving children or vulnerable adults.

3. Starting any ministry involving children or vulnerable adults

From time to time church staff might be involved with organising ministry which includes provision for children or vulnerable adults (for example a one off event for adults which requires a crèche, or a weekend away for small groups that has children signed up to it).

Any such ministry must not commence without assessing its safeguarding implications, and acting accordingly. At an early stage of planning advice must be sought from members of the Church Safeguarding Committee and their directions followed.

Staff members must be aware that the process for screening a caregiver takes about 6 weeks. No caregiver can commence their role until the Safeguarding Evidence Checker has confirmed the screening as complete.

3. Safeguarding Training

The Church Staff Team must carry out all relevant safeguarding training and keep this training up to date.

Those members of the Church Staff Team who have PTO should be aware that their PTO is subject to carrying out safeguarding training and keeping this training up to date.

Those members of the Church Staff Team who have PTO must work in accordance with the House of Bishops Safeguarding Policy (<https://www.churchofengland.org/sites/default/files/2017-12/PromotingSaferChurchWeb.pdf>) and Practice Guidance (<https://www.churchofengland.org/sites/default/files/2017-12/SafeguardingTrainingAndDevelopmentWeb.pdf>) and must report any safeguarding concerns or allegations to the Diocesan Safeguarding Advisor in line with House of Bishops guidance (which may be done via the Church Safeguarding Officer).