



REDEEMER WINCHESTER SAFEGUARDING POLICY

SAFEGUARDING TEAM

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CHURCH DETAILS

Name

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Public Liability Insurance:

Edward Insurance Brokers, Policy No RC01300414/02

(This document is partly based on safeguarding policies by Christian Safeguarding, Thirtyoneight and Trinity West Church).

Adopted on:.....

Signed:.....(on behalf of trustees)

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1.PURPOSE

Redeemer Winchester is committed to the safeguarding of children and vulnerable adults with the aim of upholding the honour of God's name and keeping the gospel from disrepute. This is accomplished by protecting the children, young people, and vulnerable adults in our care, and equipping the volunteers who serve in this ministry.

This Safeguarding Policy outlines how the Church will provide a healthy, nurturing and protective environment for its members, and provide leadership and accountability in relation to safeguarding. The Church will promote a culture of transparency, the raising of concerns, and will fully comply with any investigation by statutory services into allegations of abuse made against one of its members.

2.SCOPE

This policy applies to everyone who works, on behalf of the Church, with children, young people, their parents/guardians, and vulnerable adults at risk of abuse, whether Trustees (Elders), group/ministry leaders, paid staff or volunteers. Safeguarding is the collective responsibility of all but the final responsibility for decision is with the Eldership of Redeemer Winchester, who are the trustees of the Charity.

3. RECRUITMENT AND TRAINING

All adults involved with the care of children at Redeemer Winchester, salaried and volunteers, are considered leaders as far as this policy is concerned. All leaders of regular children's ministry are Members of Redeemer Winchester or Associate Members. For the sake of this policy, Associate member refers to students who are regularly attending Redeemer Winchester during term time, but remain members of their home church.

Process (administration of which is overseen by the Safeguarding Administrator)

1. The new prospective leader will meet the Youth and Children's Worker for an informal interview.
2. If, the prospective leader is to be appointed, then the Youth and Children's worker will write to the new leader with an application form which includes:
 - Confirmation that they have read and are willing to comply with Redeemer Winchester's safeguarding policy.
 - Nominating two references: 1 Christian leader (such as midweek group leader); 1 other person who has known them for 2 years or more, ideally from a previous church or employer.

3. In the next six weeks, leaders commit to:
 - Doing an E-learning course (though not necessary if they can show evidence of recently completing an equivalent safeguarding course for children). Details here: <https://thirtyoneeight.org/training/elearning/basic-safeguarding-awareness/>
 - Complete the DBS application for Redeemer Winchester.

4. If they have a DBS, issued within the last three years, they should provide a copy to the safeguarding administrator for review. At the safeguarding administrator's discretion applicants will be permitted to begin the role in children's ministry for up to six weeks pending the completion of the Redeemer-specific DBS application above (point 3b).
 - Any concerns raised from the DBS check or historic disclosures on the application form will be discussed with the safeguarding coordinator in order to determine the suitability of the applicant for children's ministry.
 - The Safeguarding Coordinator reserves the right to discuss any such concerns with the Elders prior to any decision being made.

5. As well as receiving initial safeguarding training, leaders will be given ongoing safeguarding training.

6. All leaders, staff and Elders (Trustees) will receive induction training and undertake safeguarding training on a regular basis (every 3 years) appropriate to their role and responsibilities. The SC and the SD will participate every 3 years in thirtyone:eight training at level 3 unless they have other *relevant professional experience*.

4. GENERAL SAFEGUARDING PROCEDURES

Adult to Child Ratios

Redeemer Winchester is committed to the following minimum adult to children ratios to ensure the safety of children under its care. A **minimum of two** leaders will always be present for all group activities, three is preferred.

0-2 years	1 adult to 3 children
3-5 years	1 adult to 4 children
6-11 years	1 adult to 8 children

As there is no official guidance for children over 8, the suggested ratio is two adults for up to 20 children, with an additional leader for every 10 children.

Children must usually be within both sight and hearing of volunteers and *always* within at least either sight or hearing. Leaders should take care to avoid situations in which they are alone with a child.

Only adults approved by Redeemer Winchester will be allowed in the crèche area, except when a crèche child needs their own parent to care for their needs.

Other children will not be permitted in crèche. Exceptions will only be made for the children of parents who are serving in crèche, with approval of the Safeguarding Officer.

Consent Form for New Children

When a new child joins a church-organised ministry activity, a parent/guardian must complete the online consent form (which will be reviewed by the Youth & Children's Worker).

The Parent/Guardian must indicate their consent for the church to hold emergency contact details and information on medical conditions, allergies, special dietary requirements or educational needs. Leaders should familiarise themselves with any health issues of the children in their group. It is the responsibility of the parent/guardian to update the church regarding any health needs of the child.

Registers

A **register** will be taken at the beginning of each session to keep record of the children and leaders and any other adults present. The only adults permitted to be present at Redeemer Kids groups are the appointed leaders, except when a child requires their own parent/guardian to care for their needs.

Accidents and Incidents

All Redeemer Kids leaders should be conscious of any potentially hazardous equipment or items in their respective rooms and take care to remove or store them safely.

In case of an accident, leaders may access any of the first aid kits stored in the register boxes. Leaders must first inform the parent guardian and second, the Youth and Children's worker. In the event of life-threatening illness or injury, emergency services will be called first and the parents will be located and informed immediately.

An **accident book** will be kept for any accidents or 'near misses'.

An **incident book**, kept by the Safeguarding Officer, will record any significant incident or cause for concern. This will be stored in a secure location

Leaders and Children Leaving the Room

Redeemer Kids leaders must not ordinarily leave the room, in order to preserve to the correct adult to child ratios. In an emergency setting, the emergency takes priority over ratios.

Children must not leave the room unaccompanied, except to allow children in the Rooted and Anchored groups to use the toilet.

Intimate care

Leaders should encourage children to be independent. It is acknowledged that leaders may have to provide intimate care in line with the child's abilities and needs, which may include changing nappies, helping them use the toilet and cleaning them up in case of accidents.

- Only a female leader may escort children to the toilet.
- In this case, leaders should prop open the main door to the classroom, and should not close the cubicle if assisting a child.
- If a baby's nappy needs changing, a parent will be called or two leaders will be present.
- If a toddler soils him/herself, one of the child's parents will be called to clean and change their child. In the event of a parent not being available, a second adult should be present.

Touching

- Touch should be related to a child's needs. A handshake, tap on the shoulder, restraining touches if necessary are all appropriate.
- Touch should be age-appropriate and generally initiated by the child. Children have the right to decide how much physical contact they have from others.
- Activities involving inappropriate or intrusive touching are not permitted and must be avoided at all times, such as, activities that involve excessive physical contact or those which might encourage sexual behaviour.
- When giving first aid (or applying sun cream), encourage the child to do what they can manage themselves, but consider the child's best interests and give appropriate help where necessary.

Discipline

Redeemer Kids leaders are expected to provide a loving, respectful, and orderly atmosphere in which children can learn, play and interact with others. This environment should be nurtured by proactively directing children towards acceptable activities, verbally encouraging positive behaviour and, when necessary, correcting or redirecting inappropriate behaviour.

Acceptable means of redirecting inappropriate behaviour include correcting the child verbally, withholding a certain privilege or activity for a brief time, or separating them from the group for a brief time (particularly if their behaviour is endangering or upsetting other children).

Leaders should never physically discipline a child (e.g. smacking). If behaviour is uncontrollable or the child does not respond to the discipline measures above, the parents/guardians should be contacted.

If a child becomes uncontrollable and their behaviour presents a serious, immediate danger either to themselves or those around them, appropriate or proportional physical restraint may be used. Incidents of this nature must be reported on an Accident/Incident Form as soon as possible and reported to a Safeguarding Officer and the parents/guardians of the child.

We recognise that some children have more specific needs and we will put together a specific plan for each child.

Illness

If the child is well enough to attend school, they are permitted to attend Redeemer Kids. However, children with more serious infectious illnesses (e.g. diarrhoea and vomiting) should not be admitted to join Redeemer Kids. Parents can discuss a child's suitability to attend a session with the session leader or the Safeguarding Coordinator.

If a child appears ill while under your care, they should be isolated from other children, but accompanied by a Redeemer Kids leader. The parents/guardian should be contacted to collect them as soon as possible.

Suitability of activities

Activities should be appropriate for the ages of all young people attending. In particular, leaders should consider the age-appropriateness of films that are shown.

Residential trips

With residential trips there is necessarily more contact between leaders and children. Safeguarding for each trip will be discussed in advance by the Safeguarding Coordinator and a nominated Elder.

Visiting

No leader should invite an individual child to their home.

- If a group of children are invited to a leader's house, it must be with the knowledge and consent of the parents/guardians, and at least one additional adult must be present. If the two leaders are a married couple, a third DBS-certificated adult must be present.
- The home must be a place that is solely or jointly owned or exclusively rented by any of the leaders. This means that activities cannot be held in shared student accommodation.

Photographs of children

Redeemer Winchester is committed to safe practice when dealing with images of children. No names or any other personal information that could enable identification of a child are to be used. Photographs of children will not be displayed on the church website and/or social media without the express agreement of the parents, guardians, or carers of those children. All images must be securely stored on a church computer or secure online facility and password protected. The period of time between transferring images from a camera/phone to alternative storage should be kept to an absolute minimum and the images should then be immediately erased from the camera or phone. Children's workers should not have photos of children on their personal devices which were taken at a children's event.

Contacting Parents

Redeemer Kids leaders may contact parents/guardians via phone or text if they are required to care for the needs of their child.

5. YOUTH MINISTRY

Youth ministry refers to regular or occasional activities organised by the church for children ages 11-18.

Youth Ministry Leader Ratios

Two leaders must be present at all times during youth ministry activities. Leaders should take care to avoid situations in which they are alone with a child. It is not necessary for leaders to be of opposite genders.

In addition to having two leaders present, the following ratios will be maintained.

Where more than one group meet in the same venue, and the groups are visible to each other, individual groups may have fewer adults. However, the total number of adults to young people within the room should be within the ratios above.

In an emergency setting the emergency takes priority of the ratios. However, young people should not be left unattended in a room.

Consent Form for Young People

Before a young person first joins a church-organised ministry activity, a parent/guardian must complete a consent form.

The parent/guardian must indicate their consent for the church to hold emergency contact details and information on medical conditions, allergies, special dietary requirements or other needs. Leaders should familiarise themselves with any health issues of the children in their group.

Trips

Parents are responsible for transportation to ministry venues. For organised trips, leaders must inform parents in advance regarding pick-up and drop-off times, and modes of transportation.

- Leaders should always pair-up to drive young people to or from events, except in emergency circumstances or with explicit parental consent for a specific journey.
- Leaders will not give lifts to lone children unless the risk of leaving them outweighs the risk of taking them. It may be possible to wait with a child in a public place for a parent to collect rather than take them in a car.
- If a parent or guardian cannot be contacted then another leader, the safeguarding officer, an elder or staff member must be contacted for permission to transport the child in the car. This person will note the time of phone call and be contacted after the drop-off to make a note of the conclusion of the journey.
- Where a mixed group is being taken to their homes, if a male is driving, the girls should be delivered home first. If a female is driving, the boys should be delivered home first.

Leaders should set an example in following basic road safety when taking young people on trips.

Appropriate contact and conversation

Youth ministry leaders must strive to be above reproach in all that they do and wisdom is often required to know what that looks like in different situations. In any given situation while working with young people, leaders should consider 'What is the worst way this could be perceived?' All youth ministry leaders must be willing to receive advice from a fellow caregiver if their behaviour is beginning to stray from what is wise. Particular steps should be taken:

- Youth ministry leaders should always avoid being alone in a room with a young person.
- Conversations should be appropriate for the age of the younger person.
- Youth ministry leaders should avoid unnecessary physical contact with young people.

Communicating Electronically with Young People

Leaders must not communicate via electronic means with children or young people aged under 18 (Text Message, Email, Instant messaging, Social media etc.). All communication must be via parents or guardians wherever possible.

Where communication does occur by the above methods the following steps should be taken:

- The content of any messages should be limited to youth ministry-related matters.
- If possible send messages to a group and not an individual young person, for example sending a copy to another youth ministry leader or the young person's parent/guardian.
- Apart from exceptional circumstances, communication should not occur from 10pm-8am.
- Use clear unambiguous language to reduce the chance of being misinterpreted.
- Private communication received from children or young people is either i) to be ignored; or ii) replied to by copying in another leader or parent/guardian. The parent will be informed as quickly as reasonably possible.

Informal Meetings

There may be opportunities to meet and study the bible outside of church-organised activities. In these contexts, leaders should seek to meet with more than one individual at a time.

Informal meetings may be arranged with the following conditions:

- There is consent from the young person's parent or guardian.
- The overall youth leader has been consulted on the appropriateness of meeting and has been informed that meeting(s) will happen.
- Whenever possible, meeting should be prearranged and not happen 'on demand'.
- A record should be kept of when / where meetings have taken place (e.g. in a diary).
- If possible meetings should take place within the parent or guardian's home in a room with an open door when a parent or guardian is present.
- If this is not possible, meeting should take place in public, such as a coffee shop.
- One to one meetings should never take place in a leader's home.

6.RECOGNISING AND RESPONDING TO ALLEGATIONS OR SUSPICIONS OF ABUSE

a) Definitions and Signs of Abuse for Children

The Government guidance *Working Together to Safeguarding Children* defines abuse and neglect as forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm.

Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

The following constitute the main forms of abuse towards children.

Physical Abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Signs of physical abuse displayed by children can include:

- Injuries to parts of the body where accidents are unlikely, such as thighs, back, abdomen
- Respiratory problems from drowning suffocation or poisoning
- Untreated or inadequately treated injuries
- Bruising which looks like hand or finger marks or caused by an implement
- Cigarette burns, human bites
- Scarring, scalds and burns

Emotional Abuse

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Signs of emotional abuse displayed by children tend to be behavioural rather than physical.

Sexual Abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Signs of sexual abuse displayed by children may include;

- Pregnancy
- Sexually transmitted infection/diseases
- Pain/itching/bleeding/bruising/discharge to the genital area/anus/mouth
- Urinary infections
- Difficulty walking or sitting or standing
- Persistent sore throats
- Stomach ache

Neglect

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate caregivers); and ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Signs of possible neglect displayed by children may include:

- The Child seems underweight or is very small for their age, or their weight deteriorates
- The child seems very overweight for their age
- They are poorly clothed, with inadequate protection from the weather
- They are often absent from school for no apparent reason or persistently arrive late
- They are regularly left alone, or in charge of younger brothers or sisters

b) Definitions and Signs of Abuse for Vulnerable Adults

The following definitions of abuse are provided in the government guidance *No Secrets: Guidance on Developing and Implementing Multi-Agency Policies and Procedures to Protect Vulnerable Adults from Abuse*. Abuse is a violation of an individual's human and civil rights by any other person or persons. In giving substance to that statement, however, consideration needs to be given to a number of factors.

Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to

enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it.

The following constitute the main forms of abuse towards vulnerable adults:

Physical Abuse

The infliction of pain or physical injury, which is either caused deliberately, or through lack of care.

Signs of physical abuse displayed by adults can include:

- A history of unexplained falls, fractures, bruises, burns, minor injuries
- Signs of under or over use of medication and/or medical problems unattended

Sexual Abuse

The involvement in sexual activities to which the person has not consented or does not truly comprehend and so cannot give informed consent, or where the other party is in a position of trust, power or authority and uses this to override or overcome lack of consent.

Signs of sexual abuse displayed by adults can include:

- Pregnancy in a woman who is unable to consent to sexual intercourse
- Unexplained change in behaviour or sexually implicit/explicit behaviour
- Torn, stained or bloody underwear and/or unusual difficulty in walking or sitting
- Infections or sexually transmitted diseases
- Full or partial disclosure or hints of sexual abuse
- Self-harming

Psychological Abuse

Acts or behaviour which cause mental distress or anguish or negate the wishes of the vulnerable adult. It is also behaviour that has a harmful effect on the vulnerable adult's emotional health and development or any other form of mental cruelty.

Signs of psychological abuse displayed by adults can include:

- Alteration in psychological state e.g. withdrawn, agitated, anxious, tearful
- Intimidated or subdued in the presence of the carer
- Fearful, flinching or frightened of making choices or expressing wishes
- Unexplained paranoia

Financial or Material Abuse

The inappropriate use, misappropriation, embezzlement or theft of money, property, possessions or benefits.

Signs of financial or material abuse displayed by adults can include:

- Disparity between assets and living conditions
- Unexplained withdrawals from accounts or disappearance of financial documents
- Sudden inability to pay bills

- Carers or professionals fail to account for expenses incurred on a person's behalf
- Recent changes of deed or title to property

Neglect and Acts of Omission

The repeated deprivation of assistance that the vulnerable adult needs for important activities of daily living, including the failure to intervene in behaviour which is dangerous to the vulnerable adult or to others. A vulnerable person may be suffering from neglect when their general wellbeing or development is impaired.

Signs of neglect or acts of omission displayed by adults can include:

- Malnutrition, weight loss and/or persistent hunger
- Poor physical condition poor hygiene, varicose ulcers, pressure sores
- Being left in wet clothing or bedding and/or clothing in a poor condition
- Failure to access appropriate health, educational services or social care
- No callers or visitors

Discriminatory Abuse

This is the inappropriate treatment of a vulnerable adult because of their age, gender, race, religion, cultural background, sexuality, disability, etc. Discriminatory abuse exists when values, beliefs or culture result in a misuse of power that denies opportunity to some groups or individuals. Discriminatory abuse links to all other forms of abuse.

Signs of discriminatory abuse displayed by adults can include:

- Inappropriate remarks, comments or lack of respect
- Poor quality of avoidance of care

Responding to Allegations or Suspicions of Abuse

The leadership of Redeemer Winchester is committed to developing a strong culture of awareness regarding abuse, neglect, discrimination, bullying, or other areas of concern. Redeemer Kids leaders will receive regular training, as above, to help ensure the protection of children while under the care of the Church.

Under no circumstances should a leader or volunteer carry out their own investigation into an allegation or suspicion of abuse. Follow the procedures below and see the flow chart in the Appendix.

- Keep calm and try not to appear shocked.
- Look at the child or vulnerable adult directly.
- Listen carefully to what is said.
- Never presume that the allegation is untrue
- Never promise total confidentiality. Let them know you will need to tell someone else.
- Reassure them that they are right to tell you.
- Do not press for information or ask leading questions. Ask only clarifying questions.

- Make notes as soon and as accurately as possible recording time and date – keep the originals safe even if subsequently typed up.
- Immediately fill out a Safeguarding Concern Form and give it to the Lead Safeguarding Officer.

Evidence of honour based violence, including female genital mutilation, forced marriage and breast ironing should be reported immediately, as described below.

Suspicious or allegations of abuse should be reported as soon as possible to the Safeguarding Coordinator, who is nominated to act on behalf of the leadership, including referring the matter to the statutory authorities.

Safeguarding Coordinator
Chris Sanford
chris@redeemerwinchester.org.uk
Phone: 07515 359869

In the absence of the SC, or if they are implicated in any way, a report should be made to the Deputy Safeguarding Office:

Deputy Safeguarding Officer
Catherine Sandercott
Email: cat@redeemerwinchester.org.uk
Phone: 07837 452713

The SC, in consultation with an Elder/Trustee, may refer the matter to the Hampshire Children's Services:

Children's Services Department
Hampshire County Council
Elizabeth Court North
The Castle Winchester
SO23 8UG

phone: 0300 555 1384 (out of hours: 0300 555 1373)
email: childrens.services@hants.gov.uk

In the absence of both Safeguarding Officers, or if the suspicion or allegation in any way implicates them, a report should be made to:

Thirtyone:eight
24-hour helpline: 0303 003 1111

If you have an immediate concern for the wellbeing of a child or young person, call the police on 999 and follow the advice given.

Do not disclose allegations beyond the aforementioned people. Once you have followed the procedures above and according to the flow chart in Appendix, your reporting obligations are complete. Under no circumstances should information be disclosed to the subject of the suspicion or allegation.

7.WHISTLEBLOWING

Definition of Whistleblowing

Whistleblowing relates to raising a concern about wrongdoing, unsafe or illegal practices within an organisation. The purpose of this policy is to ensure that safeguarding practice at Redeemer Winchester consistently achieves a high standard of protection for children and vulnerable adults.

The Department of Education guidance *Working Together to Safeguard Children* states the following:

- Everyone who works with children has a responsibility for keeping them safe
- Everyone who comes into contact with children and families has a role to play in sharing information and identifying concerns.

Responding to Concerns

The Church expects that all employees and volunteers will immediately report improper practices and omissions to an appropriate member of Church leadership. The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying wrongdoing associated with Church activities.

Concerns should normally be reported to the Safeguarding Officers, or where they may be implicated in the concern, to one of the Trustees (Elders).

In some circumstances, it may be appropriate to raise concerns with an external body or regulator. Before carrying out such action, the Church strongly encourages individuals to seek advice from the 24hr helpline provided by Thirtyone:eight: 0303 003 1111.

For raising concerns against individuals, please see Section “8” Allegations Against staff and Volunteers. For responding to and reporting suspicions or allegations of abuse, please see Section 4: Recognising and Responding to Allegations or Suspicions of Abuse.

Confidentiality

Concerns disclosed anonymously can be a greater challenge to investigate and remedy. The Church requests that reports be made openly, and every effort will be made to protect confidentiality. Identities will only be revealed where necessary for the purposes of investigating and resolving the concern. Everyone involved in the operation of this policy, whether making a complaint or involved in any investigation, is responsible for observing the high level of confidentiality that is required.

8.ALLEGATIONS AGAINST STAFF AND VOLUNTEERS

Principles

Redeemer Winchester commits to treat seriously all allegations against employees or volunteers and to respond swiftly to concerns. Allegations against staff or volunteers who work with children or vulnerable adults should be raised with the Lead Safeguarding Officer, or in their absence, the Deputy Safeguarding Officer.

The following principles underpin our approach to managing allegations against employees and volunteers:

- The welfare of the child or vulnerable adult is paramount
- The subject of the allegation should not be informed of the allegation until a Safeguarding Officer has been informed and advice has been sought from the Local Authority Designated Officer (LADO) by a Safeguarding Officer
- All allegations, historical and current, must be treated in a consistent manner.
- Even if a referral to the relevant authorities is deemed to be unnecessary by the LADO, an assessment may be required in relation to Safeguarding practices or employee/volunteer discipline.

Suspension

Redeemer Winchester may at any time suspend the employee or volunteer for a reasonable period of time during any period whilst an investigation into alleged acts or defaults is being carried out. In such circumstances, employees or volunteers may be suspended ‘without prejudice’ to protect the subject from further allegations, the Church from allegations of impropriety, and in cases of alleged abuse, the child or vulnerable adult.

Confidentiality

Confidentiality is an important part of the procedures provided under this policy. Everyone involved in the operation of the policy, whether making a disclosure or involved in any investigation, is responsible for observing the high level of confidentiality that is required.

9.PROCEDURES FOR OCCASIONAL MINISTRY INVOLVING CHILDREN

In addition to Sunday morning meetings, Redeemer Winchester may have other occasional ministries involving children for which safeguarding procedures must be in place.

Church Events

For events with organised children’s supervision, such as Church Away Days, or Weekends Away, children will be registered upon arrival. They will also be signed in at the beginning of organised supervision. Parents are responsible for their children at all times when they are not signed into the supervision of Redeemer Kids leaders.

Guests for Redeemer Kids

From time to time individuals may be invited to participate in/lead in Redeemer Kids' activities who are not the regular leaders. Guests will not have unsupervised contact with children. If they are on the DBS update scheme they will be asked for their number, if not they will be asked to show a valid DBS within three years of issue.

Lunches with Church Family

Children are under the care of their parents/guardians for the duration of any lunches, whether organised by the church or privately.

Babysitting

Members of attendees of the church may organise babysitting with one another during church-organised activities, such as mid-week community groups or evening prayer meetings. The church takes no formal role in this regard and the babysitting is a private arrangement between the parents/guardian and the volunteer.

If a safeguarding concern is reported or identified while babysitting and the child is at immediate risk, dial 999 and follow the advice given.

Uncommon Situations

No policy can be written that covers every eventuality. If a situation arises that is not covered or where the appropriate action is unclear, it must be raised with a Safeguarding Officer and a record kept of the discussion. These notes will be considered in future updates of the Safeguarding Policy.

10. BASIS OF THE POLICY AND LEGAL FRAMEWORK

This policy is consistent with:

- Current legislation
- National guidance
- Local arrangements
- Our charitable objectives, governing documents and doctrinal statements

11. NOVEL SITUATIONS AND RENEWAL

No policy can be written that covers every eventuality. If a situation arises that is not covered or where the appropriate action is unclear, it must be raised with the Safeguarding Coordinator and a record kept of the discussion. When the Safeguarding Policy is updated these notes will be considered and any necessary updates.

The Redeemer Winchester Safeguarding Policy will be reviewed/renewed on an annual basis, or in the event of significant changes.

Policy last renewed:

APPENDIX - Flowchart



RESPONDING TO A SUSPICION OR ALLEGATION OF ABUSE

Under no circumstances should a leader or volunteer carry out their own investigation into an allegation or suspicion of abuse. Follow the procedures below:

