

## **HAZEL GROVE BAPTIST CHURCH CHILD PROTECTION POLICY**

### **CHURCH DETAILS**

Name: Hazel Grove Baptist Church, (hereafter, "The Church")  
Address: Station Street, Hazel Grove, Stockport, Cheshire. SK7 4EX  
Tel No: 0161 487 3708 email: admin@hgbc.org.uk

Members of The Baptist Union of Great Britain. Insurance provider: Congregational  
Charity No. 1133951

### **SENIOR MINISTER**

Position Vacant.

Mark Paddon (Pastor) HGBC 0161 487 3708 email: mark@hgbc.org.uk

### **DESIGNATED PERSON FOR SAFEGUARDING**

Trish Raven (Lead) 07593 784 271 email: trish.raven@hotmail.co.uk

Cathy Mackay (Deputy) 07971 480 332 email: cathy.mackay@hotmail.co.uk

Mark Paddon (Assistant) 07738 232 277 email: mark@hgbc.org.uk

Mandy Howarth BU Local Safeguarding rep 01942 221 595 email: admin@nwba.org.uk

### **MISSION STATEMENT**

The Church and its leadership recognise the importance of its ministry to children, young people and adults at risk of harm and its responsibility to protect and safeguard the welfare of people entrusted to the church's care.

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

- Valuing, listening to and respecting people and their diversity as well as promoting their welfare and protection.
- Safe recruitment, supervision and training for all the children's/youth workers and those working with adults at risk of harm 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 authorities and other organisations.

## **CHURCH POLICY**

As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.” As a Leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and any attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by thirtyone:eight. [thirtyoneeight.org/about-us/who-we-are/our-ten-standards](http://thirtyoneeight.org/about-us/who-we-are/our-ten-standards)

The Leadership undertakes to:

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
- ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- support the designated person for safeguarding in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- the Leadership agrees not to allow the document to be copied by other organisations.

## **Section 2                    PREVENTION**

### **Understanding abuse and neglect**

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm or failing to prevent harm. Children and adults in need of protection may be abused

within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

In order to safeguard those in our places of worship and organisations we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19:

***1. States Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.***

***2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.***

Also for adults the UN Universal Declaration of Human Rights with particular reference to Article 5:

***No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.***

Detailed definitions, and signs and indicators of abuse, as well as how to respond to a disclosure of abuse. <https://thirtyoneeight.org/dashboard/knowledge-hub/responding-to-concerns/>

## **Safer recruitment**

The Leadership will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- There is a written job description / person specification for the post
- Those applying have completed an application form and a self-declaration form
- Those short listed have been interviewed
- Safeguarding has been discussed at interview
- Written references have been obtained, and followed up where appropriate
- A disclosure and barring check has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Qualifications where relevant have been verified
- A suitable training programme is provided for the successful applicant

- The applicant has completed a probationary period
- The applicant has been given a copy of the organisation's safeguarding policy and knows how to report concerns.

### **Safeguarding training**

The Leadership is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a regular basis.

In addition to formal training we shall implement informal training in each group covered by this policy. Informal training will allow time for the good practise guidelines to be read through and questions raised. This informal training will take place in September and prior to any activities outside the normal eg extending times away from the church premises. This will allow everyone to refresh their knowledge and update on developments. DBS Checks will be carried out every 5 years.

The Leadership will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

### **Management of Workers – Code of Conduct**

As a Leadership we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a Code of Conduct towards children, young people and adults with care and support needs.

## **Section 3 PRACTICE GUIDELINES**

As an organisation / place of worship working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

As well as a general Code of Conduct for workers we also have specific good practice guidelines for every activity we are involved in and these are included in a separate document.

### **Working in Partnership**

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have clear guidelines in regards to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations

and have a partnership agreement for safeguarding. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets thirtyone:eight's safeguarding standards.

We believe good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

## **Section 4                    RESPONDING TO ALLEGATIONS OF ABUSE**

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

- Concerns must be reported as soon as possible to Mark Paddon (hereafter the Designated Person for Safeguarding, DPS) tel. no: 07738 232 277 email: mark@hgbc.org.uk who is nominated by the Church Leadership to act on its behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities. The DPS will share all such concerns with the Senior Minister or in his absence a member of the Church Eldership.
- The DPS may also be required by conditions of the Church Insurance Policy to immediately inform the Insurance Company. They may also be required as part of their denominational policy to inform strategic personnel within the denomination, namely North West Baptist Association, tel. no: 01942 221 595. In addition, referring the matter on to the statutory authorities.
- In the absence of the DPS, or if the suspicions in any way involve the DPS then the report should be made to Cathy Mackay (hereafter the "Deputy DPS") tel. no: 07971 480 332. If the suspicions implicate both the DPS and the Deputy DPS, then the report should be made in the first instance to the Senior Minister and Thirtyone:eight (PO Box 133, Swanley, Kent, BR8 7UQ. Helpline 0303 003 1111 info@thirtyoneeight.org) or alternatively Stockport Multi-Agency Safeguarding and Support Hub 0161 217 6028. The out of hours emergency telephone number is 0161 718 2118. The Police Child Protection Team can also be contacted via the Police Switch board tel. 0161 872 5050.
- The Designated Person For Safeguarding may need to inform others, depending on the circumstances and/or nature of the concern, the Designated officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions must not be discussed with anyone other than those nominated above. 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 DPS, the absence of the DPS or Deputy DPS should not delay referral to the Social Services Department, the Police or taking advice from thirtyone:eight.

- The Church Leadership will support the DPS and their Deputy 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 and adult protection agencies or seek advice from Thirtyone:eight, although the Church Leadership hopes that members of the church will use the procedure above. If, however, the individual with the concern feels that the DPS /Deputy DPS has not responded appropriately, or where they have a disagreement with the DPS(s) as to the appropriateness of a referral they are free to contact an outside agency directly. We hope by making this statement that the Church Leadership demonstrates the commitment of the church to effective child and adult protection.

The role of the safeguarding co-ordinator/ deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

### **Detailed procedures where there is a concern about a child:**

#### **Allegations of physical injury, neglect or emotional abuse.**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children's Social Services (or thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted Children's 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 significant harm.
- 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 Children's Social Services direct for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

#### **Allegations of sexual abuse**

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact the Children's 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 thirtyone:eight if for any reason they are unsure whether or not to contact Children's Social Services/Police. Thirtyone:eight will confirm its advice in writing for future reference.

**Detailed procedures where there is a concern that an adult is in need of protection:**

**Suspicious or allegations of abuse or harm including; physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse.**

If there is concern about any of the above, Safeguarding Co-ordinator/Deputy will:

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively thirtyone:eight can be contacted for advice.
- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

If there is a concern regarding spiritual abuse, Safeguarding Co-ordinator will:

- Identify support services for the victim i.e. counselling or other pastoral support
- Contact thirtyone:eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

**Allegations of abuse against a person who works with children/young people**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Services in regards to the suspension of the worker
- Make a referral to a designated officer formerly called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

**Allegations of abuse against a person who works with adults with care and support needs**

The safeguarding co-ordinator will:

- Liaise with Adult Social Services in regards the suspension of the worker

- Make a referral to the DBS following the advice of Adult Social Services

The Care Act places the duty upon Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the ‘victim’ chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide not the church.

## Section 5 PASTORAL CARE

### Supporting those affected by abuse

The Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the place of worship/organisation.

### Working with offenders and those who may pose a risk

When someone attending the place of worship / organisation is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person, which they will be expected to keep. These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.

### Adoption Of the policy

This policy will be reviewed annually on (date) _____			
Signed	_____	Date	_____
Print Name	_____	Appointment	<b>Designated Person for Safeguarding</b>
Signed	_____	Date	_____
Print Name	_____	Appointment	<b>HGBC Assistant Minister</b>