Ashcombe

Safeguarding Action Plan

Level 3

Introduction

The Church of England's safeguarding policy statement, *Promoting a Safer Church*, says:

> *"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."*

This Action Plan has been produced by an application called *Safeguarding Dashboards* for the consideration of the PCC.

The PCC is invited to discuss, amend and approve this Action Plan.

Safeguarding Dashboards has three levels:

- Level 1 - Safer Foundations;
- Level 2 - Safer Activities;
- Level 3 - Safer Practices.

Further information about these levels can be found at... https://tinyurl.com/roadmap-safeguarding

Date approved by the PCC: _____

Policies and Action Plan

	Status	Notes
Safeguarding Policy Approval The PCC must approve a parish safeguarding policy which complies with Church of England requirements.	Completed	
Safeguarding Policy Promotion 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.	Completed	
Safeguarding Action Plan The PCC must approve an action plan and review it regularly.	Completed	This action plan is always sent to the PCC Secretary in preparation for the PCC Meeting .
Recruitment of Ex-Offenders The PCC must have a policy regarding the recruitment of ex-offenders.	Completed	Discussed at the PCC Meeting on the 26th of January 2022
Local Ecumenical Partnership Local Ecumenical Partnerships (LEPs) must agree which denomination or organisation's safeguarding policy to follow.	Completed	There is no agreed LEP.

Safeguarding Procedures

	Status	Notes
Responding to Concerns or Allegations The PCC must approve a procedure to deal promptly with any safeguarding concern or allegation (including any suspicion of abuse). This procedure is to be reviewed annually.	Completed	The Reporting of Safeguarding Allegations and Concerns Policy Document was reviewed by the Teams clergy and thought to be acceptable in its current format.
Known Offenders Known offenders, and others who may pose a risk to children or vulnerable adults, must be effectively managed and monitored in consultation with the Diocesan Safeguarding Adviser.	Completed	This is fully understood by all clergy. Discussed at the PCC meeting on the 26th of January 2022

	Status	Notes
Data Protection and Retention The PCC must comply with data protection legislation and Church of England data retention guidance.	Completed	The Document Retention requirements as mandated by the C of E, have been discussed. Further discussion required regarding the storage of PCC documentation on icloud or other on-line data locations. Particular attention will be paid to the safe storage of all documents relating to SG allegations or concerns, and to all documentation relating to outreach activities with children. I/e the Risk Assessment. For the record: All reports relating to allegations or concerns are stored with Rev Jane Frost.
Clergy Vacancy Consideration must be given to the secure storage of safeguarding records during a clergy vacancy.	Completed	All generic SG documents will be stored in the Team administrator office. All reports of allegations and concerns are stored confidentially- by the Vicar. The generic policy documents are also stored electronically in the Team Website.
Use of Social Media The PCC must ensure that the church is following national guidance regarding the use of social media.	The church needs to follow national guidance regarding the use of social media.	The need for PCC approval for any Church related/linked social media was discussed. Further clarification is required regarding what constitutes web/media postings which are for the sole purpose of growing the church, and the the sharing of social information for the community. Guidance will be provided and oversight maintained by our Vicar and our Team Social Media advisor.

Safeguarding Roles

	Status	Notes
Parish Safeguarding Representative The PCC must safely recruit a suitable person (not the incumbent or his/her partner) to the role of Parish Safeguarding Representative. The appointment is to be made in accordance with national 'safer recruitment' guidance.	Completed	

	Status	Notes
Churchwardens The churchwardens must be made aware of their safeguarding responsibilities.	Completed	
DBS Evidence Checker The PCC must appoint at least one DBS Evidence Checker who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Representative.	Completed	An evidence checker for this Parish has not been appointed. SH SG Officer covers this role for this Parish at this point in time.

Reviews and Reports

	Status	Notes
PCC Agendas Safeguarding must be a standing agenda item at every PCC meeting.	Completed	Safeguarding is always an agenda item and the Dashboard Action Plan is used to review all aspects of protecting the vulnerable.
Reports to the PCC The Parish Safeguarding Representative must give regular reports to the PCC regarding safeguarding in the parish.	Completed	A copy of the dashboard Action Plan is sent to the PCC members prior to every PCC meeting.
Reports to the APCM At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.	Completed	An updated Action Plan will be reviewed at the 2022 APCM.
Review List of Church Activities The PCC must confirm that the list of Church Activities on this dashboard is complete.	Completed	The PCC confirmed that it does not have have any other outreach activities. There are however, social activities linked to the church for fund raising purposes. These do not fall under the category for parish safeguarding.
Review List of Non-Church Activities The PCC must confirm that the list of Non-Church Activities on this dashboard is complete.	Completed	There are no children focused activities taking place on church premises.

Learning and Development

	Status	Notes

Basic Awareness Pathway This learning pathway must be completed by all church officers, and anyone going on to complete any other safeguarding learning pathway.	Completed	
Foundation Pathway This learning pathway must be completed by churchwardens, PCC members, vergers and anyone in a role which involves work with children, young people or vulnerable adults.	Completed	All PCC members have completed the C0 Basic SG training. Discussed at the PCC meeting scheduled for 06.03.22
Leadership Pathway This learning pathway must be completed by Parish Safeguarding Representatives and anyone who significantly influences the culture of the church.	Completed	There are no members of the PCC with roles outlined in the Leadership profile.
Safer Recruitment and People Management Pathway This learning pathway must be completed by Parish Safeguarding Representatives, DBS Evidence Checkers, line managers and anyone involved in the recruitment of church officers.	Completed	SH SG officer only.
Domestic Abuse Pathway This learning pathway must be completed by Parish Safeguarding Representatives and PCC members.	Some people need to complete the Domestic Abuse Pathway.	Domestic Abuse Training required.
Parish Safeguarding Officer Induction Pathway This learning pathway must be completed by anyone taking on the role of Parish Safeguarding Representative.	One person needs to complete the Parish Safeguarding Officer Induction Pathway.	SH has completed all appropriate training for the role of SG officer, however updated training required for the Induction Pathway.

Training for Key Roles

	Status	Notes
Parish Safeguarding Representative The PCC must ensure that the Parish Safeguarding Representative undertakes the required safeguarding training.	Completed	Safer Recruitment Training updated on the 25/04/2022. DA training repeat -ongoing
Churchwardens The PCC must ensure that all Churchwardens undertake the required safeguarding training.	Churchwardens need to complete some safeguarding training.	1 CW has Domestic Abuse Training to complete.
DBS Evidence Checker The PCC must ensure that DBS Evidence Checkers undertake the required safeguarding training.	Completed	SH has completed all training for this role.
PCC Members The PCC must ensure that all their members undertake the required safeguarding training.	PCC members need to complete some safeguarding training.	DA Training ongoing.

Church Activities

Displayed Information

	Status	Notes
Safeguarding Policy Notice Each church building must display a notice about its safeguarding policy.	Completed	A copy of the Safeguarding Policy Statement has been posted in a public place.
Safeguarding Who's Who Each church building must display contact details for people who have safeguarding roles.	Completed	Contact details are displayed in public view.
Safeguarding Poster Each church building must display a 'Promoting a Safer Church' poster.	Completed	
Parish Website Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).	Completed	A statement has been put on the 'A Church Near You' - and also onthe team website at http://www.haldonteam.org.uk/index.php/safeguarding via a link clearly visible.

Non-Church Activities