

The nominated Parish Safeguarding Representative is

Name: Melanie Case (contact via church office)

Incumbent contact details: Revd Rob Hall, The Parish Office, 32 High Street, Halesowen B63 3BB, 0121 5501158

The following policy has been agreed and implemented by the PCC.

1. We are committed to safeguarding and the care of the children within our church community.
2. We are aware of and will implement the House of Bishops' Child Protection Policy Protecting All God's Children 4th edition (2010). A copy of this policy can be found on [www.cofe - worcester.org.uk](http://www.cofe-worcester.org.uk)

We work closely with the Bishop's Safeguarding Adviser.

3. We will ensure that lay ministers, volunteers and paid workers who work with children and vulnerable adults are carefully selected and trained using the safe recruitment process and Disclosure and Barring Service to check the background of each person as outlined in the diocesan procedures. The Diocese will do likewise in respect of ordained
4. We will respond without delay to every complaint made, that a child or young person for whom we are responsible may have been harmed or is in significant danger, reporting it to the relevant authority.
5. We will fully cooperate with statutory agencies during any investigation, into allegations concerning a member of the church community. We will inform the statutory agency of any suspected criminal offences or concerns that we are made aware of in respect of our contact with children.
6. We will offer informed pastoral care to any child, young person or adult survivor of abuse and provide details of local and national support agencies.
7. We will supervise any member of our church community known to have offended against a child or vulnerable adult and ensuring proper and appropriate preventative safeguards are in place using a written agreement. .

8. We will review this policy annually, checking that all our procedures and activities involving children and vulnerable adults are up to date including the Disclosure and Barring Checks.

9. We will review our insurance policy for those working with children and vulnerable adults ensuring we adopt the advice in the House of Bishops' Policy and Promoting a Safe Church.

10. A copy of this Policy will be displayed on the noticeboard of each church in our Parish

11. PLEASE NOTE THAT YOU CAN CONTACT CHILDLINE FREE ON 0800 1111 AT ANYTIME

The PCC has identified the activities detailed in the table below as involving children and vulnerable adults to which the House of Bishops Policy and Promoting a Safe Church applies.

This Policy was discussed and agreed at the PCC meeting on Wednesday 22nd July 2015

We the PCC agree to review and update this policy annually.

Statement of policy in respect of Disclosures from the
Disclosure and Barring Service
when using the facility offered by the Bishop of Worcester in his corporate capacity as an Umbrella
Body registered with the
Disclosure and Barring Service (DBS)

I. The Parish of Halas is committed to complying with the DBS Code of Practice and committed to the fair and sensitive use of Disclosure information, and where an applicant feels that this has not happened an appeal process will be available, details of which can be obtained in writing from the PCC Secretary or from the Diocesan Secretary, The Old Palace, Deansway, Worcester WR1 2JE.

II. The Parish of Halas is committed to the recognition of each individual's abilities, skills, experience and qualifications and will take every step to ensure that these are given appropriate weight and consideration in the appointment or recruitment process.

III. The Parish of Halas will ensure that each paid post or volunteer position is assessed for the appropriateness of a DBS Disclosure, that any advertisement or other indication of a paid post or volunteer position will indicate the level of Disclosure to be sought, and that any offer of a paid post or volunteer position will be subject to the receipt of satisfactory Disclosure information. Every change in role or responsibilities will be regarded as a new post for DBS Disclosure, in line with recommendation from the House of Bishops.

IV. The Parish of Halas will request candidates for a paid post or volunteer position to submit in writing any convictions or other disqualifying behaviour that might be revealed in the Disclosure process in order to assist the recruitment decision process. This information will only be taken into account when relevant to the post in question. It should be submitted in an envelope clearly marked 'Private and Confidential' and handed to the person specifically identified for this purpose in the recruitment process.

V. The Parish of Halas is committed to encouraging the re-submission of applications for Disclosure in respect of all paid employees and volunteers for whom this is appropriate as part of its ongoing strategy for the protection of children and vulnerable adults, in line with recommendations from the House of Bishops.

VI. The Parish of Halas is committed to the safe storage and disposal of disclosure outcome information in line with guidance from the Diocesan Office. Its policy is attached.

Appeals and complaints procedure

Every effort is made to ensure that all recruitment decisions involving Disclosure information are made sensitively and fairly. Should an applicant for a paid post or volunteer position feel that this has not happened in their case the matter can be referred to the Diocesan Secretary, The Old Palace, Deansway, Worcester WR1 2JE who will instigate an independent assessment of the issues in question.

The applicant should submit the appeal or complaint in writing within 6 months of the Disclosure, stating their name and address, the nature of the complaint or appeal, the date of the Disclosure document concerned, the identity of the person or appointing body responsible for making the appointment to the paid post or volunteer position, and any other relevant information.

Signed on 22nd July 2015