

Based on Diocese of Leicester Safeguarding Handbook and
“Promoting a Safe Church”, March 2018



**The Parochial Church Council (PCC) of
All Saints with Holy Trinity, Loughborough**

**POLICY AND PROCEDURES FOR
THE SAFEGUARDING OF
ADULTS**

March 2019

The Parish of All Saints with Holy Trinity, Loughborough

Adult Safeguarding Policy Statement

The policy was adopted at the Parochial Church Council (PCC) meeting held on 02nd March 2019

[For definition of vulnerability please refer to Appendix 1]

Everyone, as a citizen, has a responsibility for the safety, well-being and protection of others. Everyone within the church community also has a responsibility to ensure that there is a welcome for all people, including those seen as vulnerable. A policy about the safeguarding of vulnerable people should be the concern of the whole congregation and therefore should be presented to the Parochial Church Council for adoption and be reaffirmed at least annually. This is an opportunity for church members to remember their commitment to one another.

Everyone should be alert to situations where those who might be vulnerable are exposed to unacceptable risks. Those who work with vulnerable people often find themselves in challenging situations and need the support, prayers and encouragement of everyone in the congregation. Sometimes workers may be confronted with difficult behaviour on the part of those with whom they are working; sometimes workers may have to face difficult decisions about incidents that may need to be reported to the statutory authorities. The congregation and church workers need to be clear about the procedures which should be followed when there are concerns about people being harmed or abused.

Those who work most closely with vulnerable people in lunch clubs, day centers, Bible study groups or as pastoral visitors, etc., are in a unique position to get to know them. As a result, workers might learn about things that give cause for concern or they may see others, sometimes including fellow workers or church members, behaving in ways that may be described as abusive or potentially harmful. When visiting a care home, for example, a visitor may observe another resident showing signs of abuse. Workers should have a good knowledge of the guidelines for good practice and should be implementing them; they should know what to do if they learn of any incidents where vulnerable people are being mistreated or abused.

Not all concerns about the welfare or safety of a vulnerable person need the public authorities to be involved; sometimes it may be that the concern focuses on behaviour and attitudes that are not immediately harmful and then the matter should be dealt with through training or discussion. The choices of the adult concerned should if at all possible be accepted. The response to any concerns should always be proportionate and appropriate to the issue.

Parishes should do their best to provide a safe place for those who may be vulnerable. Where the parish organizes special activities or groups for vulnerable people, care should be taken to ensure that those who work in these activities are carefully appointed, supported and supervised. Recruitment to other positions of trust should be carried out sensitively but thoroughly to try to prevent inappropriate appointments being made.

The Parochial Church Council together with the incumbent carries a duty of care for the safety of those who attend or use the church. The Council should, with the help of the diocese, ensure that a policy is in place that reflects the need to safeguard vulnerable people and that it is being implemented and has appropriate resources. The Council needs to find ways to communicate the policy to the whole congregation. Clergy in particular need to be aware of the pastoral needs of vulnerable people, their carers and those that work with them.

It is recommended that a named individual be appointed by the PCC to act as the key person to speak on behalf of vulnerable people both within the congregation and to outside bodies. Ideally the appointed person should have some experience in this field. They should be recruited using the Safer Recruitment Policy. Such a person may be the most appropriate person to receive information about concerns and will need to listen carefully, possibly discussing the matter with the adult concerned and making a decision about whether these concerns should be passed to an outside statutory body such as the police or the local authority Adult Services.

The lead person should always liaise with and seek advice from the designated person in the diocese. If there is clear evidence that the vulnerable person has suffered abuse, then this should be reported as soon as possible to local authority Adult Services as the lead agency.

All Adult Services Departments (or similar) have policies about the safeguarding of vulnerable peoples and will work in multi-agency collaboration with the health service and police.

Some parishes may find it difficult to appoint someone to undertake this responsibility. It may be more appropriate for this to be considered as an appointment within each deanery. However, it must be remembered that each PCC is legally responsible for the activities in its own parish.

This statement was agreed by the Parochial Church Council of All Saints with Holy Trinity, Loughborough and signed by the Rector and a Churchwarden on 02-Mar-2019.

Signed by the Incumbent:

..... Name: Revd Wendy Dalrymple Date.....

Signed by a Churchwarden:

..... Name: Christopher Knight Date.....

Policy on the Safeguarding of Adults

The PCC adopts the Safeguarding policy statement for children, young people and adults 'Promoting a Safer Church' and commits to the implementation of this policy. This being the case the PCC will:

1. Recognize that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some time in our lives.
2. Commit ourselves to respectful pastoral care for all adults to whom we minister.
3. Commit to the safeguarding of people who may be vulnerable, ensuring their well-being in the life of this church.
4. Commit to promoting safe practice by those in positions of trust.
5. Commit to promoting the inclusion and empowerment of people who may be vulnerable.
6. Recognize that it is the responsibility of each of us to prevent the physical, emotional, sexual, financial and spiritual abuse of vulnerable people and to report any such abuse that we discover or suspect.
7. Undertake to exercise proper care in the appointment and selection of those who will work with people who may be vulnerable.
8. Support, resource, train and regularly review those who undertake work amongst people who may be vulnerable.
9. Adopts the Practice Guidance issued by the Church of England and the Diocese of Leicester Safeguarding Handbook.
10. Ensure that only authorized people work with people who may be vulnerable and that all work with such people is carried out within appropriate accountability structures.
11. To recognize the needs of individuals accessing the church who have specific disability needs, which will include the need to use supportive disability aids and equipment to assist them in some circumstances which are recognized to support the individual, eg. assistant dogs.
12. The Adult Safeguarding Co-ordinator will be responsible for monitoring the policy to see that it is being put into practice. The Adult Safeguarding Co-ordinator will be supported by the PCC which has ultimate responsibility for safeguarding.
13. The Adult Safeguarding Co-ordinator will report regularly to the PCC on adult safeguarding matters or after any adult safeguarding implications (taking care to preserve confidentiality as necessary).

Procedure for reporting an allegation or concern

Report incidents to the relevant Designated Safeguarding Person (DSP), Adult Safeguarding Co-ordinator or your priest immediately. This could be in person, by phone, or by the adultsafeguarding@allsaintsloughborough.org.uk or rector@allsaintsloughborough.org.uk email addresses.

Do not contact the priest, Co-ordinator or DSP if the allegation concerns them or anybody related to them. If the concern relates to the Co-ordinator or DSP, you should contact the priest. If it relates to the priest, you should contact the Diocesan Safeguarding Advisors directly.

Do not discuss the incident with anybody else.

The priest and Adult Safeguarding Co-ordinator must then, if time allows, confer with each other and any other relevant member of safeguarding team, after which they should report the allegation or disclosure to the Diocesan Safeguarding Advisor by the end of the next working day. The Advisor will then instruct as the required action.

Relevant Telephone Numbers

The Police - by calling 999

or

Social Services -

Leicestershire Adult Services: 0116 305 0004

Leicester City (including out of hours): 0116 454 1004

Rutland Adult Services: 0116 255 1606

Diocesan Safeguarding Advisor, Rachel Spiers: 0116 261 5431 or 07930 819279

Designated persons for adult safeguarding are:

Claire Gregson (Adult Safeguarding Co-ordinator)	01509 556839
c/o The Parish Office	Revd Wendy Dalrymple
Fearon Hall, Rectory Road	60 Westfield Drive
Loughborough	Loughborough
LE11 1PL	LE11 3QL
	01509 268362

These procedures and guidelines were agreed by the Parochial Church Council of All Saints with Holy Trinity, Loughborough and were signed by the Rector and a Churchwarden on 02-Mar-2019.

Signed by the Incumbent:

..... Name: Revd Wendy Dalrymple Date.....

Signed by a Churchwarden:

..... Name: Christopher Knight Date.....

Appendix 1

Taken from the Policy for the Safeguarding of Adults (The Diocese of Leicester: Safeguarding Handbook January 2017 and “Promoting a Safe Church”

Definition of those who may be vulnerable

Having:

- sensory or physical disability or impairment
- a learning disability
- physical illness
- mental ill-health (this includes dementia)
- addiction to alcohol or drugs
- physical frailty relating to age
- permanent or temporary reduction in physical, mental or emotional capacity brought about by life events, eg. bereavement or previous abuse or trauma

[Please refer to Appendix 2 for the Definitions of Adult Abuse from the Care Act 2014]

Appendix 2

Definitions of Adult Abuse from the Care Act 2014

Safeguarding duties of Local Authority Safeguarding Services apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs) and
- is experiencing, or at risk of, abuse or neglect and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

The Care Act makes it clear that organisations should not limit their view of what constitutes abuse or neglect, as they can take many forms and the circumstances of the individual case should always be considered. The definitions below are a basic benchmark, exploitation, in particular, is a common theme in the following list of the types of abuse and neglect.

- Physical abuse - including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.
- Domestic violence - including psychological, physical, sexual, financial, emotional abuse; so-called 'honour' based violence.
- Sexual abuse - including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts to which the adult has not consented or was pressured into consenting.
- Psychological abuse - including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.
- Financial or material abuse - including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.
- Modern slavery - encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.
- Discriminatory abuse - including forms of harassment, slurs or similar treatment; because of race, gender and gender identity, age, disability sexual orientation or religion.

- Organisational abuse - including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one-off incidents to ongoing ill-treatment. It can through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.
- Neglect and acts of omission - including ignoring medical, emotional, or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.
- Self-neglect - this covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding.

The Care Act highlights that incidents of abuse may be one-off or multiple, and affect one person or more. Professionals and others should look beyond single incidents and individuals to identify patterns of harm. Repeated instances of poor care may be an indication of more serious problems and of what we now describe as organisational abuse. In order to see these patterns it is important that information is recorded and appropriately shared.