



THE CHURCH  
OF ENGLAND

# safeguarding

a pocket guide



**What to do if you  
have a concern  
about a child,  
young person  
or adult within  
the Church**

***Promoting a Safer Church***



# Mission

The Gospel speaks of welcome for all, especially the most vulnerable, into a Church which affirms the value and dignity of every human and those in positions of responsibility and authority are truly trustworthy.

Being faithful to this therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.

*From Promoting a Safer Church, the House of Bishops' Safeguarding Policy Statement*

**For further information, guidance and resources, please visit:**

**[www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)**



# If you have concerns

## **Children, young people and adults**

If you have a concern about an individual's physical, sexual or emotional well-being, it is **your** responsibility to seek advice and support from your Parish Safeguarding Officer (PSO)/Diocesan Safeguarding Adviser (DSA).

## **Clergy, church wardens, volunteers or other church officers**

Any safeguarding concerns or allegations about anyone in a Parish role must be immediately reported to the DSA.

If you or someone close to you (e.g. a partner or someone you live with) becomes involved in any police or Social Services investigation, you must notify the DSA immediately.

## **A member of the congregation**

Any safeguarding concerns or allegation must be immediately reported to the PSO/DSA.

Please be assured that all matters will be dealt with confidentially by the Church and reported to the police and/or social services as required to protect those who are vulnerable from harm.

# Remember

## Dos and don'ts for handling a disclosure

### Do

- ✓ Remain calm, approachable and receptive
- ✓ Take it seriously
- ✓ Listen carefully, without interrupting
- ✓ Acknowledge you understand how difficult this may be
- ✓ Offer reassurance – it is the right thing to tell someone
- ✓ Tell them what will happen next
- ✓ Make a written record of exactly what has been said and when
- ✓ Report

### Don't

- ✗ Promise complete confidentiality
- ✗ Ask leading or probing questions
- ✗ Investigate
- ✗ Discuss with people who do not need to know
- ✗ Delay in reporting the disclosure to the PSO/DSA



# Reporting concerns

Is there an emergency?  
Is there an immediate risk of harm?

**YES**

Contact the  
Police and  
Social Services

**THEN**

Complete a written record and  
e-mail it to the DSA

**THEN**

The DSA will manage the response,  
report to statutory agencies and  
support the Parish

**NO**

Contact the Parish  
Safeguarding Officer  
(PSO) and Diocesan  
Safeguarding  
Adviser (DSA)

**THEN**

# Important contact numbers

Person to whom you are responsible

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Parish Safeguarding Officer (PSO)

Lisa MacGregor: [staplefordsafeguarding@gmail.com](mailto:staplefordsafeguarding@gmail.com); 07523 668731

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Parish priest (vicar)

Revd Simon Taylor: [simontaylorstandrews@gmail.com](mailto:simontaylorstandrews@gmail.com); 01223 840256

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Diocesan Safeguarding Adviser (DSA)

Rebecca Boswell: [rebecca.boswell@elydiocese.org](mailto:rebecca.boswell@elydiocese.org); 01353 652731

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Diocesan Out of Hours (after 5pm and weekends)

07904 487912

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Local Authority (Children)

0345 045 5203 (office hours) or 01733 234724 (out of hours)

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Local Authority (Adults)

01223 727968 (office hours) or 01733 234724 (out of hours)

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In an emergency call **999**