

# The Safeguarding Policy



**Gateway Church – Mottram Hall, New Lodge (Outreach Centre) & Lundwood (Burton Grange Community Centre).**

## **Company Details**

### **Pastor**

Mr Mark Reasbeck

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Charity Number: 1144050

Company Number: 07728123

The following is a brief description of our place of worship / organisation and the type of work / activities we undertake with children and adults who have care and support needs:

**Gateway is God's Church, a church-planting movement in Barnsley which launched on Easter Sunday 2011.**

**Gateway is a committed member of the Evangelical Alliance, with a major role in Christian projects across the town. This includes Street Pastors, alongside Gateway's own ministries and projects serving the people of Barnsley.**

## **Vision, Mission and Values statement**

### **Vision:**

**To reach every person in Barnsley with the good news of Jesus, in partnership with other local churches.**

### **Mission:**

**One and all to live out a Jesus-centred life that is real, relevant and unique - guided by God's Word, the Bible and inspired by the example of each other.**

### **Values:**

**A church that loves to be together, united in Jesus and his Way, remembering that church is people not buildings.**

Our main Sunday services take place at both venues at 4 pm – tea/coffee from 3.30 with buffet afterwards catered for by volunteers. We have no dress code, no pulpit, no pews - because Church is family, not about buildings. We believe that the Word of God (the Bible) is to be understood to live by faith through the Gospel.

To best protect our employees, volunteers and all who come through our doors we have a system for safeguarding those in our care by using CCPAS to set our standards in safeguarding with training for all. DBS checks as deemed appropriate by CCPAS – and through CCPAS we seek advice if concerns are raised regarding staff or volunteers who themselves are vulnerable having care and support needs.

## Our commitment – Leadership Team

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.” The Leadership team have adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to building constructive links with statutory and voluntary agencies involved in safeguarding.

The policy is based on the ten **Safe and Secure** safeguarding standards published by the Churches' Child Protection Advisory Service (CCPAS) and the South Yorkshire Safe Guarding guidelines for Adults and Children. The Procedures are Appendices not attached to this Policy

The Leadership undertakes to:

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 Safeguarding Co-ordinator and Deputy in their work and on any action they may need to take in order to protect children and vulnerable adults.
- Seek to promote a safe space and take action when necessary to promote safe guarding, including Risk Assessments on the buildings and people who may present a risk to themselves or others by their behaviour. (See Risk assessment in Appendix)

## SECTION 2

# Recognising and responding appropriately to an allegation or suspicion of abuse

## 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 involved in Gateway 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 which states:

*1. 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 which states:

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

Detailed definitions, and signs and symptoms of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

## Safeguarding awareness

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 and volunteers will receive induction training and undertake recognised safeguarding training on a regular basis, as decided by the Safeguarding Co-ordinator Ms Jenny Booth and Pastor Mark Reasbeck.

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.

## RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances should anyone at Gateway carry out their own investigation into an allegation or suspicion of abuse. Following procedures as below:

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to Jenny Booth ( the "Safeguarding Co-ordinator") tel no:07434 752444 who is nominated by the Leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities. Deputy Safeguarding Co-ordinator is Dean Bowmer – based at New Lodge
- In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to Dean Bowmer (hereafter the "Deputy") tel no: 07528 916376. If the suspicions implicate both the Safeguarding Co-ordinator and the Deputy, then the report should be made in the first instance to the Churches' Child Protection Advisory Service (CCPAS) PO Box 133, Swanley, Kent, BR8 7UQ. Telephone 0845 120 4550. Alternatively contact Social Services or the police.
- Where the concern is such that you believe there is a situation that is putting anyone, no matter how old the individual at risk of immediate harm then the Safeguarding Co-ordinator should contact or if an incident is ongoing and someone is at risk of real or significant harm then call Emergency Duty Team 08449841800 and / or 999– they will then take the Lead Investigatory role. We have no right to restrain anyone in anyway at anytime by any means – it is a breach of their human rights for us to do so

***The Safeguarding Co-ordinator and/or Deputy will need to inform Pastor Mark Reasbeck and together they will decide the need to inform others within Gateway depending on the circumstances and/or nature of the concern and to log that a safeguarding concern is being dealt with, advice should always be taken from CCPAS about who should be told anything within the rules on Data protection that have been taken due to the General Data Protection Regulations (GDPR) which came into effect on 25 May 2018 and apply to all organisations, including charities and voluntary organisations, that process personal data - the nominated Officer for Gateway being Janet Morris who should be consulted if unsure about disclosures .***

- The Insurance company may need to be informed to log that there is a possibility of a serious incident concerning safeguarding if allegations have been made about a person who has a role with vulnerable people at Gateway or elsewhere
- **Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.**
- Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Services, the Police or taking advice from CCPAS by the Leadership Team at that time
- The Leadership Team will support the Safeguarding Co-ordinator/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. If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

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 CCPAS) 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 CCPAS (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 CCPAS if, for any reason they are unsure whether or not to contact Children's Social Services/Police. CCPAS 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 CCPAS 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.

### **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 need to liaise with Children's Social Services in regards to the suspension of the worker or volunteer

In addition to this, whether or not there are such mechanisms in operation, consideration should be given to whether a referral should be made to the Disclosure and Barring Service which manages the list of those people deemed unsuitable for working with children or vulnerable adults. Where you are liaising with a designated officer discuss with them about the need to refer to the DBS. If a designated officer is not involved, you need to contact the DBS if the situation is that the nature of concern leads you to end the employment of the worker or volunteer or would have made this decision in circumstances where they have left voluntarily.

## Prevention

### Safer recruitment

The Leadership will ensure all workers (whether paid or volunteers) 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 to work as volunteers or have been appointed to a paid position have completed an application form and a self-declaration form
- 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 whether paid or volunteer
- The paid 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



## **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 Gateway, however they access the variety of groups that are part of the Church

### **Working with offenders**

When someone attending Gateway is known to have been an abuser, or is known to be a risk to anyone of any age the Safeguarding co-ordinator will work with the Pastor and Trustee Lead only. A risk assessment will be completed with the help of CCPAS. A designated partner will supervise the individual concerned and offer pastoral care, but they must understand the safeguarding commitment to the protection of children and vulnerable adults, set boundaries for that person which they will be expected to keep. CCPAS will be contacted for legal advice and their direction must be taken seriously and any necessary Risk Management strategies will be put into place. (See appendix). Sharing information about a known abuser must be on a need to know basis.

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## Practice Guidelines

As an organisation working with children, young people and vulnerable adults we wish to operate and promote good working practice. This will enable volunteers and 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 must also have specific good practice guidelines for every activity we are involved in and these will be developed during 2018

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.

## Leadership Safeguarding Statement

The Leadership Team recognises the importance of its ministry /work with children and young people and adults in need of protection and its responsibility to protect everyone entrusted to our care.

**Appendices 1-10 based on the revised CCPAS documentation is available in a folder at each venue, clearly labelled.**

Gateway is committed to the safeguarding of children and vulnerable adults and ensuring their well-being.

Specifically:

- We recognise that we all have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.
- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.
- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of adults who have care and support needs and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery and will ensure all our policies and procedures reflect this.
- We believe all adults should enjoy and have access to every aspect of the life of Gateway unless they pose a risk to the safety of those we serve.
- We undertake to exercise proper care in the appointment and selection of all those who will work with children and adults with care and support needs.

### **We are committed to:**

- Following the requirements for UK legislation in relation to safeguarding children and adults and good practice recommendations.
- Respecting the rights of children as described in the UN Convention on the Rights of the Child.
- Implementing the requirements of legislation in regard to people with disabilities.
- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.
- Keeping up to date with national and local developments relating to safeguarding.
- Following any denominational or organisational guidelines in relation to safeguarding children and adults in need of protection.

- Supporting the Safeguarding co-ordinator and Deputy in their work and in any action they may need to take in order to protect children/vulnerable adults.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting parents and families
- Nurturing, protecting and safeguarding of children and young people
- Supporting, resourcing, training, monitoring and providing supervision to all those who undertake this work.
- Supporting all in the place of worship/organisation affected by abuse.
- Adopting and following the 'Safe and Secure' safeguarding standards developed by the Churches' Child Protection Advisory Service.

### **We recognise:**

- Children's Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Safeguarding is everyone's responsibility.

If you have any concerns for a child or adult with care and support needs then speak to one of the following who have been approved as Safeguarding co-ordinators for Gateway - see blue notice

Signed by Pastor MARK REASBECK

Signed \_\_\_\_\_ On behalf of Leadership Team/Trustees

Date \_\_\_\_\_