

## 'Promoting A Safer Church' Action Plan

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."

Items to be considered in the action plan include:

Required	Current Status (Green / Amber / Red)	Further Actions	Notes
<b>Safeguarding Policy</b> The PCC must approve a parish safeguarding policy which complies with Church of England requirements.		Review August/ September 2021	Approved 12 October 2020
<b>Safeguarding Policy Promotion</b> 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.		Signpost all new PCC members to this document.	22 February 2021 Safeguarding Report
<b>Recruitment of Ex-Offenders</b> The PCC must have a policy regarding the recruitment of ex-offenders.		Review August/ September 2021	Approved 12 October 2020

<p><b>Responding to Concerns or Allegations</b> 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.</p>		<p>This procedure is known but has not been officially shared with the PCC. This must be an action which is approved by the PCC annually. <b>ACTION: To share written procedure with PCC.</b></p>	
<p><b>Parish Safeguarding Officer</b> The PCC must safely recruit a lay person, not related to the incumbent, to the role of Parish Safeguarding Officer. The appointment is to be made in accordance with national 'safer recruitment' guidance.</p>			
<p><b>Churchwardens</b> The churchwardens must be made aware of their safeguarding responsibilities.</p>			<p>Through training and regular discussion at PCC and other safeguarding meetings.</p>
<p><b>DBS Administrator</b> The PCC must appoint at least one DBS Administrator who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Officer.</p>			

<b>Parish Safeguarding Officer</b> The Parish Safeguarding Officer must complete Basic Awareness, Foundation and Leadership safeguarding training.			Renewal - 22 June 2023
<b>Churchwardens</b> All churchwardens must complete Basic Awareness and Foundation safeguarding training.			Jane Spoerry - 10 June 2022 Janine Dunnell - 13 March 2023
<b>DBS Administrator</b> Every DBS Administrator must complete Safer People Management training (S1 – Safer Recruitment). Will be available to parishes in 2021.		ACTION – awaiting training to be offered.	
<b>PCC Members</b> All PCC members must complete Basic Awareness safeguarding Training.		ACTION – 2 people to complete their training.	
<b>Safeguarding Policy Notice</b> Each church building must display a notice about its safeguarding policy.		ACTION – display	
<b>Safeguarding Who's Who</b> Each church building must display contact details for people who have safeguarding roles.		Action - display	Olwyn Davison-Oakley

<p><b>Safeguarding Poster</b> Each church building must display a 'Promoting a Safer Church' poster.</p>			
<p><b>Parish Website</b> Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).</p>			Do we need to have safeguarding policy on our FB page?
<p><b>PCC Agendas</b> Safeguarding must be a standing agenda item at every PCC meeting.</p>			
<p><b>Reports to the PCC</b> The Parish Safeguarding Officer must give regular reports to the PCC regarding safeguarding in the parish.</p>			
<p><b>Reports to the APCM</b> At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.</p>			
<p><b>PCC Authorisation</b> The PCC must authorise any church activity involving children, young people or vulnerable adults.</p>		All activities are church led and agreed by the Vicar and Church Wardens.	

<b>Risk Assessment</b> The PCC must ensure that an 'activity risk assessment' is completed and reviewed regularly.		All activities are risk assessed by the Children's Minister or Richard Campbell (H&S PCC).	
<b>Insurance Cover</b> The PCC must provide appropriate insurance cover for this activity.		All activities are covered by insurance.	
<b>Safer Recruitment</b> The PCC must ensure that the Safer Recruitment process is followed for all leaders and helpers.			Since 2019, this has been done.
<b>DBS Checks</b> The PCC must ensure that all eligible leaders and helpers are DBS checked every five years.			
<b>Safeguarding Training</b> The PCC must ensure that all leaders and helpers undertake the required safeguarding training.			
<b>Other (at discretion of Parish / Benefice)</b>			

\* Training module titles in parentheses ( ) indicate previous terminology which is being replaced in 2020

Date Action Plan Completed:.....16 February 2021...

. Completed By.....Olwyn Davison-Oakley....

Annual Review Date: January 2022....