

SECTION 1 - Details of the place of worship / organisation

Name of Place of Worship / Organisation: ST PETER'S CHURCH, BRIGHTON

Address: York Place, Brighton, BN1 4GU

Tel No: 01273 698 182

Email address: contact@stpetersbrighton.org

Membership of Denomination/Organisation: Church of England
St Peter's comes under the umbrella of the Diocese of Chichester.

Charity Number: 1146642

Insurance Company: Ecclesiastical

The following is a brief outline of the type of work / activities we undertake with children / adults with care and support needs:

Sunday, Midweek Worship including Kids Church, Tots and Toddlers, Bright City, Students and Safehaven. Also Courses and Groups that includes Pastoral Support and Prayer Ministry

Visiting – Home, Nursing Home and hospital visits

Transporting

Youth Activities including residential Children's Activities including residential Pre-School Activities

Activities for the Vulnerable

The full Safeguarding Policy is available from the Safeguarding Co-ordinators and should be read in conjunction with Policies for Safer Recruitment and The Safe use of Mobile Technology

Our Commitment

As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults in need of support, to protect them from harm and exploitation and protect their rights.

We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, neglect and also spiritual abuse. 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.”

As a Leadership we have therefore 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 and to supporting those who have been harmed.

Our policy and practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by the Churches' Child Protection Advisory Service (CCPAS) and prepared with reference to the Church of England (House of Bishops) Guidelines for the protection of children and adults who may be at risk.

The Leadership undertakes to:

- Endorse and 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 review the operational guidelines attached at least annually.
- Ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is inclusive.
- Support the Safeguarding Coordinators in their work and in any action they may need to take in order to protect children and adults who may be at risk.
- The Leadership agrees not to allow the document to be copied by other organisations. Therefore only a summary will be posted on our website.

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.

Definition of Child and Adult at Risk

Definition of a child

The legal definition of a child is someone under the age of 18. Some legislation in the UK allows young people from age 16 to make certain decisions for themselves (e.g. getting married), but safeguarding legislation applies to anyone under the age of 18 because this is the legal definition of a child. The Children Act 1989 and 2004 in England and Wales, the Children (Scotland) Act 1995 in Scotland and the Children (Northern Ireland) Order 1995 in Northern Ireland similarly define a child as someone under 18. Throughout this policy when we refer to a child our meaning (unless otherwise stated) is a person under the age of 18.

Definition of adult at risk / adult in need of protection or care and support

An adult is someone over 18 (unless specific legislation states otherwise). Over the years, there have been a number of pieces of legislation dealing with adults of different ages and circumstances: The Universal Declaration of Human Rights (1948), the European Convention on Human Rights (Date), the Human Rights Act (1998) and the UN Convention on the Rights of Persons with Disabilities (2008). These can now be summarised in the Care Act 2014, which refers to **adults with care and support needs**. It follows that some adults, because of circumstance or particular vulnerability or risk, may be in need of protection. When dealing with safeguarding adults we also take into account the Mental Capacity Act 2005.

There is no standard single definition for an adult at risk, so for our policy we are using the following simple definition taken from CCPAS (Churches' Child Protection Advisory Service):

Any adult aged 18 or over who due to disability, mental function, age, illness or traumatic circumstances may not be able to take care or protect themselves against the risk of significant harm, abuse, bullying, harassment, mistreatment or exploitation.

Statutory Definitions of Abuse (Children and Young People)

What is abuse and neglect?

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by a stranger, or via the internet. They may be abused by an adult, adults or another child or children.

We recognise four categories of abuse based on the government guidance 'Working Together to Safeguard Children (Revised 2015).

- Physical abuse

- Emotional abuse including bullying and cyberbullying
- Sexual abuse
- Neglect

There are also other kinds of abuse that are becoming increasingly well researched and documented:

- Online Abuse
- Spiritual Abuse
- Radicalisation.
- Child Marriage
- Female Genital Mutilation

Signs of Possible Abuse (children & young people)

The signs of different types of abuse are detailed in our full Safeguarding Policy.

How to respond to a child / young person wishing to disclose abuse

Effective Listening Ensure the physical environment is welcoming, giving opportunity for the child to talk in private *but making sure others are aware the conversation is taking place*. It is especially important to allow time and space for the person to talk. Above everything else listen without interrupting. Be attentive and look at them whilst they are speaking

- Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used
- Try to remain calm, even if on the inside you are feeling something different
- Be honest and don't make promises you can't keep regarding confidentiality
- If they decide not to tell you after all, accept their decision but let them know that you are always

ready to listen.

- Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language or Braille.
- Write detailed notes as soon as possible using the child / young person's own words.
- Report to the Safeguarding Co-ordinator as soon as possible.

HELPFUL RESPONSES

- You have done the right thing in telling
- I am glad you have told me
- I will try to help you

DON'T SAY

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?
- Why? How? When? Who? Where?
- I am shocked, don't tell anyone else

Statutory Definitions of Abuse (Adults at Risk)

Abuse is a violation of an individual's human and civil rights by any other person or persons.

It comes from a misuse of power and control that someone has over another. Harm is the result of this mistreatment or abuse. Abuse may consist of a single act or repeated acts. It may be physical, verbal or psychological, it may be an act of neglect or an omission to act, or it may occur when a vulnerable person is persuaded to enter into a financial or sexual transaction to which he or she has not consented, or cannot consent. Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it.

We recognize the abuse of adults can take many forms:

- Physical Abuse
- Sexual Abuse
- Psychological or Emotional Abuse
- Financial or Material Abuse
- Neglect or Act of Omission
- Discriminatory Abuse
- Institutional or Organisational Abuse

- Domestic Abuse
- Cyber Abuse
- Self-Harm / Self-Neglect.
- Mate Crime
- Modern Slavery
- Human Trafficking
- Spiritual Abuse
- Radicalisation
- Honour marriage / forced marriage
- Historic Abuse

Signs of Possible Abuse (Adults)

Signs of possible abuse in adults are detailed in our full Safeguarding Policy

How to respond to an adult wishing to disclose abuse

Do:

Stay calm and try not to show shock;

Listen carefully;

Be sympathetic (I am sorry this has happened to you);

Tell the person that:

They did the right thing to tell you;

You are treating the information seriously.

It was not their fault;

You are going to inform the appropriate person;

You will take steps to protect and support them.

Write down what was said as soon as possible using the person's own words

Report to the Safeguarding Co-ordinator and possibly Adult Services

MENTAL CAPACITY

Within safeguarding of adults, mental capacity is whether or not someone has the capacity or ability to make decisions about themselves and their safety and well-

being. There is a fine balance between the individual's rights to autonomy and their need for protection.

If there are any concerns about the mental capacity of an adult at risk, always refer to your local authority Adult Social Care Services for advice.

WHAT IF THE ADULT DOESN'T WANT HELP?

The mental capacity of the adult at risk is vital in deciding what should be done. All actions should be based on the assumption that the individual has the capacity and the right to make their own choices in relation to their personal safety and well-being. This includes upholding their right to follow a course of action which others may deem unwise or eccentric, including staying in a situation of abuse.

If the adult at risk doesn't want help it may still be necessary to inform the police or Adult Social Care Services, who can put a safeguarding plan in place so that, as far as possible, the adult continues to be protected. This is particularly important:

- When the person lacks the mental capacity to make such a choice
- When there is a risk of harm to others
- In order to prevent a crime

If at all unsure of whether or not to pass on information about abuse without permission, the Designated Person for Safeguarding should contact your Association Safeguarding Contact for advice. It is also important that the individual knows where to get appropriate help and support if they should change their mind (see Appendix 5 for a list of useful resources and contacts).

RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances should a worker or volunteer carry out their own investigation into an allegation or suspicion of abuse. They must follow procedures as set out below:

- The person in receipt of allegations or suspicions of abuse relating to children should report concerns as soon as possible to the Safeguarding Co-ordinator, Sarah Taylor safeguarding@stpetersbrighton.org and CC'd to Helen Garratt helen.garratt@stpetersbrighton.org
- 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.***

- In the case of an emergency, if neither Safeguarding Co-ordinator can be contacted a referral can be made directly to Brighton Children’s Social Services (01273 295920 during office hours or 01273 295555 out of hours)

The local Adult Social Care and Inclusion office telephone number (office hours) is or 01273 295555. This number can be used 24 hours a day, 7 days a week including Bank Holidays and weekends.

Where anyone is felt to be in immediate danger, the police should be called on 101

The Safeguarding co-ordinator(s) should be informed as soon as possible.

- **Suspicious 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.**

Allegations Against Workers

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, also making a referral to a Designated Officer, formerly called a Local Authority Designated Officer (LADO).

ALLEGATIONS OF ABUSE AGAINST A PERSON WHO WORKS WITH ADULTS WITH CARE AND SUPPORT NEEDS.

The Care Act places the duty upon **Adult Services** to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the ‘victim’ chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not the church.

Management of Workers – Codes of Conduct

As a Leadership we are committed to supporting all paid and volunteer workers and ensuring they receive support and supervision. All workers will be issued with a code of conduct towards children, young people and adults. The Leadership undertakes to follow the principles found within the ‘Abuse Of Trust’ guidance issued by the Home Office and it is therefore unacceptable for those in a position of trust to engage in any behavior, which might allow a sexual relationship to develop for as long as the relationship of trust continues.

SECTION 3 - 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 the place of worship / organisation. Pastoral support will be offered in addition to signposting where appropriate to professional counselling agencies.

Working with offenders

When someone attending the place of worship / organisation is known to have abused children, or is known to be a risk to adults in need of protection the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults, set boundaries for that person which they will be expected to keep. This will include risk assessments and attendance agreements that are drawn up in consultation with statutory agencies.

SECTION 4 - Practice Guidelines

As an organisation / place of worship working with children, young people and adults we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false accusation.

Running Activities Safely

As well as a general code of conduct for workers we also have specific good practice guidelines for running activities safely. These and the relevant consent forms are attached and will be reviewed as needed and circulated to all those working with children, young people and adults along with this policy. This includes required standards of behaviour in the use of mobile technology and social media as well as guidance regarding lone working.

Working in Partnership

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have to develop clear guidelines in regards to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and have a partnership agreement for safeguarding.

Other users of our Buildings

It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets CCPAS safeguarding standards or that they will sign an agreement to abide by this policy.

Good communication is essential in promoting safeguarding, 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. This safeguarding policy is just one means of promoting safeguarding.

CONTACT NUMBERS

Sarah Taylor
Safeguarding Officer
Safeguarding@stpetersbrighton.org
Tel: St Peter's Church Office 01273 698182

Helen Garratt
Deputy Safeguarding Officer
safeguarding@stpetersbrighton.org
Tel: St Peter's Church Office 01273 698182

Brighton and Hove Children's Services
Out of hours 01273 335905

Brighton and Hove Adult Social Care
01273 295555

Chichester Diocese Safeguarding Team
Colin Perkins
Colin.perkins@chichester.anglican.org
Tel: 01273 425792

Churches' Child Protection Advisory Service (CCPAS)
0845 120 4550

Childline 0800 1111