



Hammersmith Christian Fellowship

Safeguarding Policy Summary

(revised)

June 2021

Safeguarding Policy

Hammersmith Christian seeks to share the gospel of the Lord Jesus Christ with children, young people and adults both those who belong to the church family and those from the church's immediate and wider neighbourhood. It also seeks to nurture everyone in the Christian faith encouraging them in their knowledge of the scriptures through a diverse programme of activities and teaching.

Within this structure, members of the church seek to exercise proper care of the children and youth people in their responsibility with special regard to their spiritual development but with additional sensitivity to issues such as health and safety and child abuse {physical, sexual, emotional and neglect}. Members of the church also seek to exercise sensitivity, wisdom and care with all adults who find themselves vulnerable.

Church Safeguarding Lead – Aline Fynn 07714173110

The following guidelines are set down to assist those working with children, young people and vulnerable adults within the church and the Leadership Team of the church, in ensuring that all work with children, young people and adults takes place within a safe, structured environment. They also assist in the avoidance of any situation which may lead to abuse of any nature, or the misinterpretation of any situation.

- No adult should be left alone with a child, youth or vulnerable adult, in a situation where that activity cannot be observed by others. Arranging for small groups to be working within the same room, or keeping doors open, can assist in addressing this.
- It is essential that two or more adults be involved in any activity involving children or young people, particularly where that activity is the only one taking place in the church premises at any given time. Where both genders are represented, it is recommended that an adult of each sex is present.
- No group of children or young people will be taken off the premises for any activity with fewer than two adults. A ratio of one adult to every ten children/youth should be seen as a minimum.
- When children, young people or vulnerable adults are to be transported by car, minibus etc. it is advisable that no fewer than two adults travel in the vehicle. Adults should not be in a position where they transport only one child in a vehicle unless that child is their own.
- Where any group of young people is engaged in a residential visit of any nature {visiting another church, young people's camp etc} it is essential that there be a balance of male and female leaders. No adult should share a room with a child.
- In appointing new workers the Leadership Team will have regard to the length of time that each applicant has been known to the church. A confidential form for completion by the prospective leader/assistant will be issued and where deemed necessary, references will be sought from appropriate sources such as previous churches. The form will seek, among other information to ascertain whether the prospective leader/assistant has any convictions for criminal offences against children or adults and will be signed and dated by the prospective leader/assistant. The completed form will be kept in a secure place by the Leadership Team. An enhanced DBS check will be completed for church workers and adults leading all groups.
- When visiting adults who may be vulnerable or when telephoning these individuals, it is expected that care will be taken to exercise sensitivity, wisdom and care at all times.

If anyone in the church feels that the above policy is not being adhered to, or if anyone notices abuse or bullying of any kind this must be reported immediately to the DSO (Designated Safeguarding Officer) or the Advocate or Pastor Keith. Any observations must be recorded in the Safeguarding Book kept in the office.

We should always...

Behave in a mature, respectful, safe, fair and considerate manner at all times.

Treat all children, youth and adults equally, never building special relationships or be seen to favour individuals.

Ensure that another adult is present if you need to take a child to the toilet.

Make sure any home visits are made with the arrangement of the Leadership Team. A record should be kept of all such visits.

We should never...

Touch children, youth or adult in a manner which is, or may be considered to be sexual, threatening, gratuitous or intimidating.

Make arrangements to contact, communicate, or meet children or young people outside the approved church activities, unless this has the prior approval of the Leadership Team as well as their parents.

Make inappropriate remarks or jokes of a personal, sexual, racial, discriminatory, intimidating or otherwise offensive nature.

Use our position to make relationships with children and young people away from the church or their families. Play rough physical or sexual provocative games. Be sexually suggestive about a child or young person, even in fun. Invite a young person to the workers home alone.

Take care

Children, young people and adults who find themselves vulnerable may sometimes need comforting, make sure they are responded to warmly, in an appropriate way for their age, but with other adults around.

Very occasionally it may be necessary to restrain a child, young person or vulnerable adult who is harming themselves or others. Use the least possible force in the minimum amount of time and inform parents /another as soon as possible. All incidents need to be recorded.

All physical contact should be an appropriate response to the need of the individual, not the needs of the adult giving the contact. Colleagues must be prepared to support each other and act or speak out if they think any adult is behaving inappropriately.

Church workers may get to know the children, young people, and vulnerable adults in their groups very well. They may feel enough trust to be able to talk about unhappy things that are happening at home, school, work etc. This is both a privilege and a responsibility. As soon as possible write down what has been said, how it has been said and how the individual appeared emotionally. Write down the context of the disclosure, sign and date it then pass it on to the Leadership Team who will take the necessary action (if any)

When working with children/young people, you should have at least one member who has an up to date first aid certificate with an accident book available.

Where any activity is to take place off church premises, the leaders of the group must arrange to notify parents well in advance of the activity. The letter of notification should include details of the visit and transport arrangements. A permission slip must be signed by the parent/guardian and returned to the leaders of the activity in advance of the activity taking place.