

Safeguarding responsibilities

Safeguarding is a shared responsibility. Within City Church, with safeguarding responsibilities being held by the Church leadership and church community, *please see policy for full details.*

City Church responsibilities are to:

Formally adopt and implement City Church policy "Safeguarding in City Church " and associated procedures provided by City Church;

The church is strongly advised not to amend the safeguarding policy statement provided and adopted June 2016.

Appoint at least one church safeguarding officer to work with the church co-leaders to implement the policy and procedures;

Display in the church premises where children's activities take place, the contact details of the church safeguarding officers and other relevant numbers;

Ensure that all those authorised to work with children are appropriately recruited, trained and supported;

Ensure that there is appropriate insurance cover for all activities which involve children undertaken in the name of the church;

Ensure all those hiring premises undertake to fulfil their safeguarding responsibilities;

Review the implementation of church safeguarding policy, procedures and good practice, at least annually.

City Church Belfast

Safeguarding team

Coordinates the management of all areas of safeguarding in City Church and consists of:

Joan Vaughan Co-Leader

Carlos Neto Co-Leader

Ros Ruddock Safeguarding Officer

Email

safeguarding@citychurchbelfast.org

joan@citychurchbelfast.org

neto@citychurchbelfast.org

Phone 028 9023 8443

OFFICE HOURS:

Tuesday-Friday 9:30am-1:30pm

12-24 University Avenue,

Belfast

BT7 1GY



Safeguarding in City Church

Key points 2019/2020

Further information can be found on our website:

www.citychurchbelfast.org

This information is in no way to replace our full safeguarding policy which should be referred to for fuller detail.

Guiding principles

The principles below will guide all elements of safeguarding in City Church;

Pastoral care which is respectful and informed.

Timely safeguarding action, advice to be sought/ action to be taken within 24 hours.

The involvement of others on a need-to-know basis only;

The early identification and management of actual or potential risks.

The discharging of duties to the highest professional standard;

The active commitment of all in promoting and keeping our community safe – see policy

Code of safer working practice

Treat all children, young people and adults with respect and dignity, Keeping your own language, attitude and body language respectful.

Actively communicate with children, young people and adults who are vulnerable and involve them in planning and running activities where possible.

Avoid being alone with the child, there should always be two properly recruited adults with a group of children

Develop a culture where workers, children and adults feel comfortable to point out inappropriate attitude and behaviour in each other.

Be clear who someone can speak to about a personal concern, and be proactive in addressing concerns and allegations.

Never use illicit drugs, abuse prescription medications or alcohol when responsible for a child or vulnerable adult.

Keep physical contact specific to the needs of that activity and always seek permission first.

Obtain consent for any photographs/video is to be taken, seen or displayed.

Never use rough play, sexually provocative words and games or any forms of physical punishment.

Never scapegoat, ridicule or reject a child, group or adult or allow others to do so.

Avoid showing favouritism to any one child, adult or group or doing anything to reinforce their possible infatuations toward you.

Where possible do not give lifts to children or young people on their own or on your own or let unknown adults access to children.

Never share sleeping accommodation with children or invite them to your home alone.

Always operate within City Church principles, procedures and guidelines, clarify these when unsure- See policy

Safeguarding concerns?

Concerns about a child/young person or adult who is vulnerable may present themselves in a number of ways. The steps in the policy will guide the responses to specific situations. The core actions that should always be taken are:

Take any emergency action needed to alleviate any immediate risk to life or limb.

Make a brief factual note of what you have seen, heard of or become concerned about.

Discuss your concerns with your church safeguarding officer.

Listen, don't ask any leading questions and treat all information confidentially.

Ensure safeguarding action is taken (in the case of an adult supporting them to make a referral capacity to do so).

Steps to be taken when you have a concern:

If the child/adult is not at immediate risk

Inform the church leaders and church safeguarding officer who can seek advice when necessary.

Record the concern within 24 hours.

Who, what, when, where, why, how?

File it securely in the church and send a copy of the report to the city church safeguarding officer.

If the child/adult is of immediate risk of harm; contact the Emergency Service 999

If the concern relates to a member of the church, you should contact your church safeguarding officer who will seek immediate advice and will be able to advise on the next step.