**Safeguarding Policy Statement**
**The Parish of St Francis at The Engine Room**
**(also known as The Engine Room)**

# SAFEGUARDING POLICY GUIDE 2025

## Promoting a safer church and community centre

Safeguarding and looking out for each other is everyone's responsibility.

The following policy has been agreed by Parochial Church Council in April 2025.

In accordance with the ***House of Bishops' Policy Statements 'Promoting a Safer Church' (2017) and 'Protecting All God's Children' 4th edition (2010) and the Diocesan Safeguarding Policy 'Promoting a Safer Diocese' (2018***) our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

**The Parish will:**

- Create a safe and caring place for all.
- Have a named Church Safeguarding Officer (CSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.

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- Listen to and take seriously all those who disclose abuse
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually

Each person who works within this church community will agree to abide by this policy and the guidelines established by The Engine Room Leadership Team and Parochial Church Council.

**Safer Working Code for all at The Engine Room**

Welcoming everyone into the life of The Engine Room, into a community where the value and dignity of everyone is valued and respected is not only core to the Gospel and our calling, but to safeguarding. Everyone should know that they are as safe as they can be, and that safeguarding is an integral part of our life and ministry. The care and protection of children, young people and adults who may be vulnerable, and who are involved in church and other activities within The Engine Room is the responsibility of the whole church and everyone who participates in the life of the church and community has a role to play.

The following guide is to help you to help us provide a safe place at the Engine Room within both the Church and the wider Community. It covers all activities at the Engine Room including both ones run by the team and anyone hiring the facilities. The Engine Room has adopted 'The Code of Safer Working Practice (July 2021) in it's entirety and follow's both Diocese of London and National Church of England Guidance. Further information can be obtained from the Diocese of London Safeguarding Website: https://safeguarding.london.anglican.org/

All members of staff and volunteers are expected to report breaches of this code to the Parish Safeguarding Officer, Operations Director or Parish Priest. Staff and volunteers who breach this code may be subject to disciplinary sanction or asked to leave their role. Serious breaches may also result in a referral made to the relevant statutory agency. All those working on behalf of the parish with children, young people and adults must:

- Treat all individuals with respect and dignity.

- Respect people's rights to personal privacy.
- Ensure that their own language, tone of voice and body language are respectful.
- Ensure that children, young people and adults know who they can talk to about a personal concern.
- Record and report any concerns about a child, young person or adult and/or the behaviour of another worker with their activity leader and/or the Parish Safeguarding Officer. All written records should be signed and dated.
- Obtain written consent for any photographs or videos to be taken, shown, displayed, or stored.

In addition, those working with children and young people must:

- Always aim to work with or within sight of another adult.
- Ensure another adult is informed if a child needs to be taken to the toilet.
- Respond warmly to a child who needs comforting but make sure there are other adults around.
- Ensure that the child and parents are aware of any activity that requires physical contact and of its nature before the activity takes place.
- All those acting behalf of the parish with children, young people and adults who may be vulnerable must not:
- Use any form of physical punishment.
- Be sexually suggestive about or to an individual
- Scapegoat, ridicule or reject an individual or group.
- Permit abusive peer activities e.g., initiation ceremonies, ridiculing or bullying.
- Show favouritism to any one individual or group.
- Allow an individual to involve them in excessive attention seeking.
- Allow unknown adults access to children, young people and adults who may be vulnerable. Visitors should always be accompanied by an approved person.
- Allow strangers to give lifts to children, young people and vulnerable adults.
- Befriend children, young people and vulnerable adults on social media.
- Take photographs on personal phones or cameras as this means that images are stored on personal devices.

In addition, **for working with children and young people,** staff or volunteers must not:

- Give lifts to children you are supervising, on their own or your own (unless there are exceptional circumstances e.g., in an emergency for medical reasons or where parents fail to collect a child and no other arrangements can be made to take a child home. In such situations, the circumstances and your decision must be recorded and shared with an appropriate person at the earliest opportunity).
- Smoke or drink alcohol in the presence of children and young people, except when this is a social situation with family members/carers present.

- Arrange social occasions with children and young people (other than events which also include family members/carers) outside organised group occasions.

***Acceptable Touch***

Sympathetic attention, encouragement and appropriate physical contact are needed by children and adults. Some physical contact with children, particularly younger children, can be wholly appropriate. However, abusers can use touch that appears safe to 'normalise' physical contact which then becomes abusive.

As a general rule, the use of touch between adults in positions of responsibility and those with whom they are working, or volunteering should be initiated by the person themselves and kept to the minimum.

In addition to this, always follow the guidelines below:

- Ask permission before you touch someone.
- Allow the other person to determine the degree of touch except in exceptional circumstances (e.g. when they need medical attention).
- Avoid any physical contact that is or could be construed as sexual, abusive or offensive; Keep everything public. A hug in the context of a group is very different from a hug behind closed doors.
- Touch should be in response to a person's needs and not related to the worker's needs.
- Touch should be age appropriate, welcome and generally initiated by the child, not the worker.

**Policy statement on the recruitment of ex-offenders**

The PCC's policy on the recruitment of ex-offenders is that any information about a conviction or caution revealed by the safer recruitment process in relation to any candidate for appointment to a role involving contact with children, young people or adults at risk is referred to the Diocesan Safeguarding Team ('DST') for advice. It is understood that in giving such advice the DST applies the Rehabilitation of Offenders Act 1974 and Regulations thereunder and applies the following criterion: whether, having regard to the offence disclosed (e.g. conviction or caution), and all other available information about the circumstances giving rise to it, we can either safely and reasonably conclude that the candidate, if appointed to the post, will pose no material risk to children, young people and/or adults at risk or put in place any, and if so what, measures to eliminate that risk.

## *Safer Recruitment / Training in Safeguarding Awareness*

All volunteers and staff at The Engine Room have been recruited according to Church of England safer recruitment principles and are trained in Safeguarding Awareness.

## *Contacts in an emergency*

If you have immediate concerns about someone's safety, please contact the Police on 999/112.

Following that, if it is not an immediate concern, contact a member of the Parish safeguarding team:

- ➢ Parish Priest (to be appointed)
- ➢ Director Andrew Johnston on 07957 193922
- ➢ Parish Safeguarding Officer Tony Gibney on 07702 584100

The Safeguarding team will then contact Haringey Council Children's or Adult Social Care Services and the Diocese of London Safeguarding Team.

Updated Andrew Johnston and PCC approved 10.04.25

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