

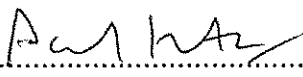


**PARISH OF ST. HILDA, WARLEY WOODS, DIOCESE OF BIRMINGHAM**

**POLICY AND PROCEDURES FOR THE SAFEGUARDING OF ADULTS**

This policy statement was adopted on behalf of all members of the congregation of St. Hilda at a Parochial Church Council meeting held on 03 March 2014. This policy will be reviewed each year to monitor the progress which has been achieved. The next review is due in January 2018.

This Church appoints the following two named lead persons to represent the concerns and views of vulnerable people at our meetings and to outside bodies: Gerald Poole, Anne Harris.

**Signed:**

Incumbent: .....  ..... Date: 27.2.17  
Churchwarden: .....  ..... Date: 27.2.17  
Churchwarden: .....  ..... Date: 27.2.17

**Statement of Safeguarding Principles**

St Hilda's Church endorses the following statement of safeguarding principles which appears at the head of each safeguarding policy of the Church of England.

We are committed to:

- the care, nurture of, and respectful pastoral ministry for all: children, young people and adults,
- the safeguarding and protection of children, young people and all adults,
- the establishing of safe, caring communities which provide a loving environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse.

To this end:

- We will carefully select, support and train all those with any responsibility within the Church, in line with Safer Recruitment principles, including the use of criminal records disclosures and registration/membership of the relevant vetting and barring schemes.
- We will respond without delay to every complaint made, that any adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognizes the importance of understanding the needs of those who have been abused, including their feelings of alienation and/or isolation.

- We will seek to protect survivors of sexual abuse from the possibility of further harm and abuse.
- We will seek to challenge any abuse of power, especially by anyone in a position of trust.
- We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.
- In all these principles we will follow legislation, guidance and recognised good practice.

### **Policy Statement**

As members of St Hilda's Church:

1. We recognise that everyone has different levels of vulnerability at different times, and each of us may be regarded as vulnerable at some time in our lives.
2. We commit ourselves to respectful pastoral care for all adults to whom we minister.
3. We commit ourselves to the safeguarding of people who may be vulnerable, and ensuring their well-being in the life of this Church.
4. We commit ourselves to promoting safe practice by those in positions of trust.
5. We commit ourselves to promoting the inclusion and empowerment of people who may be vulnerable.
6. We seek to use positive language, which reflects respect for individual dignity, and does not group people together as if they are all the same.
7. We recognise that each of us has a responsibility to prevent the physical, emotional, sexual, financial and spiritual abuse of vulnerable people and to report any such abuse that we discover or suspect.
8. We undertake to exercise proper care in the appointment and selection of those who will work with people who may be vulnerable.
9. We are committed to supporting, resourcing, training and regularly reviewing those who work with people who may be vulnerable.
10. We adopt the safeguarding adults policy documents of the Church of England and Birmingham Diocese. These are currently:
  - the House of Bishops' *'Promoting a Safe Church: Policy for safeguarding adults in the Church of England'* (2006 updated 2012)
  - the Diocese of Birmingham *'Safeguarding Policies: Parish Pack for Safeguarding Adults'* (2010)
  - the House of Bishops' Policy and Guidance for the Church of England *'Responding Well to those who have been sexually abused'* (2011).
11. Each person who works with vulnerable people will agree to abide by these recommendations and the guidelines established by this Church.
12. A copy of this policy will be sent to the leaders of all groups who are outside our control but who use our premises regularly.

## Appendices

### Appendix 1: Important Definitions

The following definitions are taken from the House of Bishops' *'Promoting a Safe Church: Policy for safeguarding adults in the Church of England' (2006 updated 2012)*, the Diocese of Birmingham *'Safeguarding Policies: Parish Pack for Safeguarding Adults' (2010)* and Department of Health document *"No Secrets: Guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse" (2000)*.

#### **A Vulnerable Adult**

A Vulnerable Adult is defined as any adult aged 18 or over who, by reason of mental or other disability, age, illness or other situation is permanently or for the time being unable to take care of him or herself, or to protect him or herself against significant harm or exploitation.

#### **Abuse**

"Abuse is a violation of an individual's human and civil rights by any other person or persons" (*Human Rights Act 1998*).

### Appendix 2: Different forms of Abuse

Abuse can take many different forms. The following identification of the main forms of abuse is taken from the House of Bishops' *'Promoting a Safe Church: Policy for safeguarding adults in the Church of England (2006 updated 2012)*, the Diocese of Birmingham *'Safeguarding Policies: Parish Pack for Safeguarding Adults (2010)*' and Department of Health document *'No Secrets: Guidance on developing and implementing multi-agency policies and procedures to protect vulnerable adults from abuse (2000)*'.

Any or all of these types of abuse may be perpetrated as a result of deliberate intent, negligence or ignorance. Some instances of abuse will constitute a criminal offence.

**Physical abuse:** includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.

**Sexual abuse:** includes rape and sexual assault, sexual acts to which the vulnerable adult has not consented, or could not consent, or was pressurised into consenting, harassment, teasing or being touched in a way that the person does not like.

**Psychological abuse:** includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, bullying, coercion, harassment, verbal abuse, isolation or withdrawal from services or support networks.

**Financial or material abuse:** includes theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions or the misuse or appropriation of property, possessions or benefits

**Neglect and acts of omission:** includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or education services, withholding of the necessities of life, such as medication, nutrition, heating, clothing.

**Discriminatory abuse:** being ridiculed or threatened because of race, gender, disability or age.

**Institutional abuse:** being mistreated by an organisation or a person who is providing care.

**Domestic abuse:** is any incident of threatening behaviour, violence or abuse between adults who are or have been intimate partners or family members, regardless of gender or sexuality. A victim of domestic abuse cannot be made to take any action. Concerns can only be referred to the Incumbent or the safeguarding adults lead person if the victim has given their permission. *Please see 'the Church of England Guidelines 'Responding to Domestic Abuse (2006)'*.

#### **Spiritual aspects of abuse**

Churches need to be sensitive so that they do not, in their pastoral care, attempt to 'force' religious values or ideas onto people, particularly those who may be vulnerable to such practices. Within faith communities harm can be caused by the inappropriate use of religious belief or practice; this can include the misuse of the authority of leadership or penitential discipline, oppressive teaching, or intrusive healing and deliverance ministries, which may result in vulnerable people experiencing physical, emotional or sexual harm. If such inappropriate behaviour becomes harmful it should be referred for investigation in the usual way. Careful supervision and mentoring of those entrusted with the pastoral care of adults should help to prevent harm occurring in this way. Other forms of spiritual abuse include the denial to vulnerable people of the right to faith or the opportunity to grow in the knowledge and love of God.

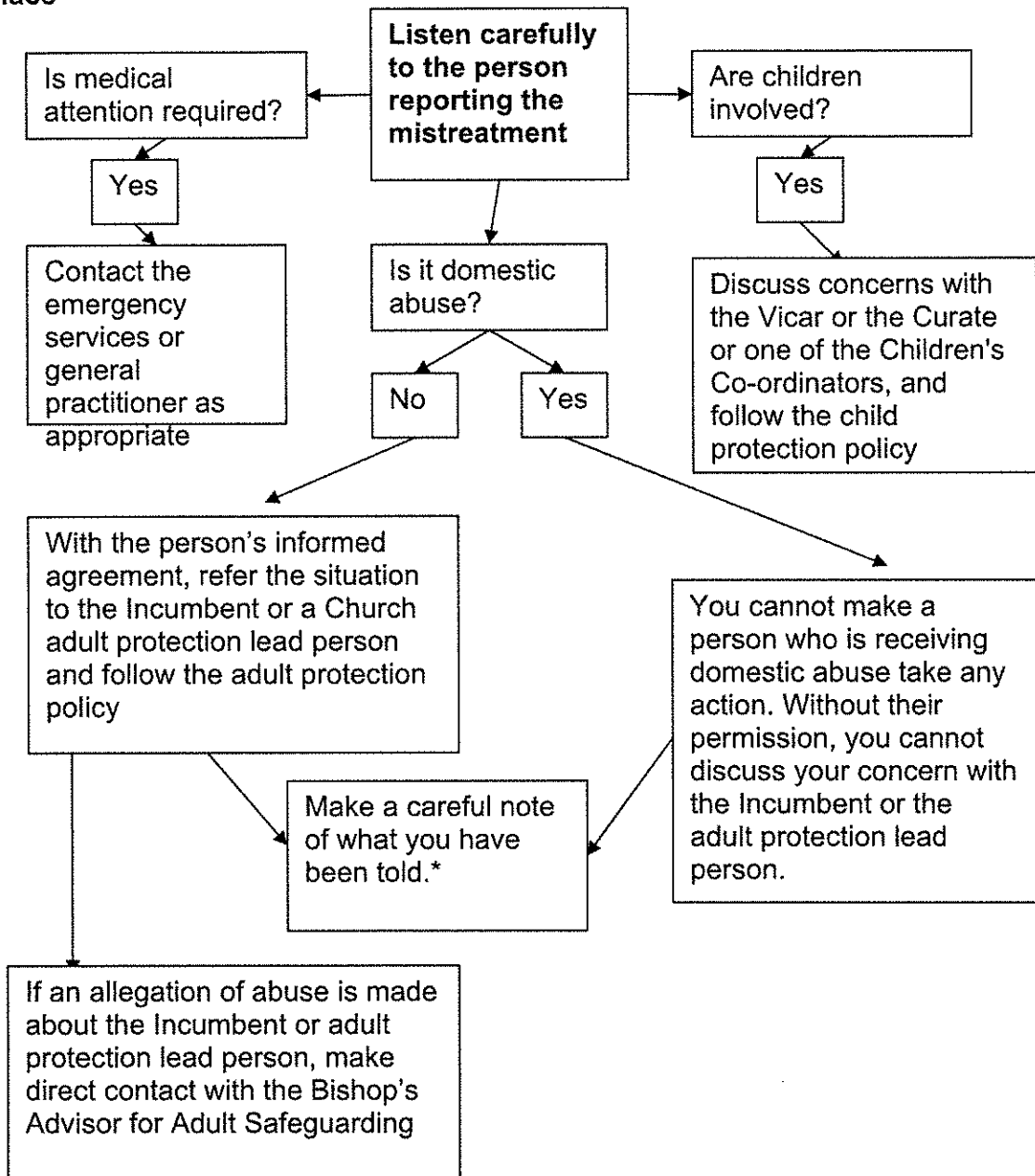
#### **Appendix 3: Who should apply for a Disclosure and Barring Service (DBS) check and registration in respect of their ministry with vulnerable adults at St Hilda's Church**

The PCC together with the Incumbent will ensure that DBS checks and registration are obtained for the following people:

- Those who are commissioned by the Bishop as Lay Pastoral Ministers
- All who become safeguarding adults lead people under the policy
- Those who visit care homes on behalf of the Church
- Those who are licensed by the Bishop to distribute Holy Communion to people in their own homes
- Those who regularly care for, train, supervise or are in sole charge of vulnerable people.

**References:** for all people who work with adults on behalf of St Hilda's Church but do not come into the above categories, two references will be taken, with care, at the point of recruitment. These references will include at least one from a person who can comment on a person's suitability to work with vulnerable people. If possible, one reference should be from outside the present congregation and a reference should be obtained from the Incumbent of any previous Church.

**Appendix 4: What to do if you are told about or observe abuse taking place**



*\*The record should then be given to the Parish Safeguarding Co-ordinator who will keep it in the locked box-file and record and electronic copy to the external hard-drive. Any other paper or electronic copies should be destroyed.*