

## SAFEGUARDING PROCEDURE

### Ham Hill Villages Benefice, Somerset

#### OUR COMMITMENT TO SAFEGUARDING

This parish agrees to follow the National Church Safeguarding Policy, Practice Guidance from the House of Bishops on safeguarding matters, and to adopt the Diocese of Bath and Wells Safeguarding Policies.

<https://www.bathandwells.org.uk/parish-support/safeguarding/reporting-concerns-or-abuse/>

Information, including relevant personal data, can be shared legally without consent where it is likely to keep a child or vulnerable adult safe from neglect or physical, emotional or mental harm. The safety and welfare of any child or vulnerable adult takes precedence over all other concerns.

#### What to do if you have a concern or a disclosure is made to you

If you have a concern that a child or adult is or may be being abused or that a church officer (including a volunteer) is or may be abusing a child or adult you must **report it to the Parish Safeguarding Officer**.

Respond well to the victim/survivor, if it is a direct disclosure, to ensure they feel listened to and taken seriously. Explain that you cannot keep the information confidential and that you will need to share it with certain people (PSO/Incumbent and statutory agencies such as Police or Social Care) in order to keep them or others safe. The support needs of all those affected by allegations of abuse must be considered at all points in the following stages

EMERGENCY – immediate	NON-EMERGENCY – within 24 hours
If a child or adult is in immediate danger or requires medical attention call 999 for police and/or ambulance	Record brief detail and report to the Parish Safeguarding Officer PSO / Incumbent & Activity Leader
Record brief details and report to PSO / Incumbent	PSO in consultation with Incumbent will agree who will inform Diocesan Safeguarding Manager*
PSO will open Safeguarding Record and discuss with DSM within 24 hours	
DSM will provide advice and guidance	

#### OUTCOME

No Longer Have Concerns	Still Have Concerns About A Child Or Adult	Still Have Concerns About A Church Officer
PSO records outcome Informs Incumbent	DSM/PSO agree who will refer to child/adult social care and/or police	DSM refers to Local Authority Designated Officer and/or police
No Further Action OR Church Offer of Support	Refer to child/adult social care or police within 24 hours	DSM convenes core group within 24 hours
	Share information and follow advice of child/adult social care and/or police	Ongoing liaison with statutory agencies

#### OUTCOME

No Further Action	Child/Adult Protection Conference	Criminal Prosecution	Disciplinary Procedures	Risk Management
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\*Ben Goodhind Diocesan Safeguarding Manager Tel: 01749 588917 Email: [ben.goodhind@bathwells.anglican.org](mailto:ben.goodhind@bathwells.anglican.org)