

If you need advice on safeguarding children or vulnerable adults you can contact:

The General Secretary of your denomination

Or

The Interdenominational Protection Panel, Unit 1 Vale Parc, Colomendy Industrial Estate, Denbigh. LL16 5TA
01745 817584

post@paneldiogelwch.org.uk
www.paneldiogelwch.org.uk

ADDITIONAL SOURCES OF HELP

NSPCC

0808 800 51000

CHILDLINE

0800 111

ACTION FOR ELDER ABUSE

0808 808 8141

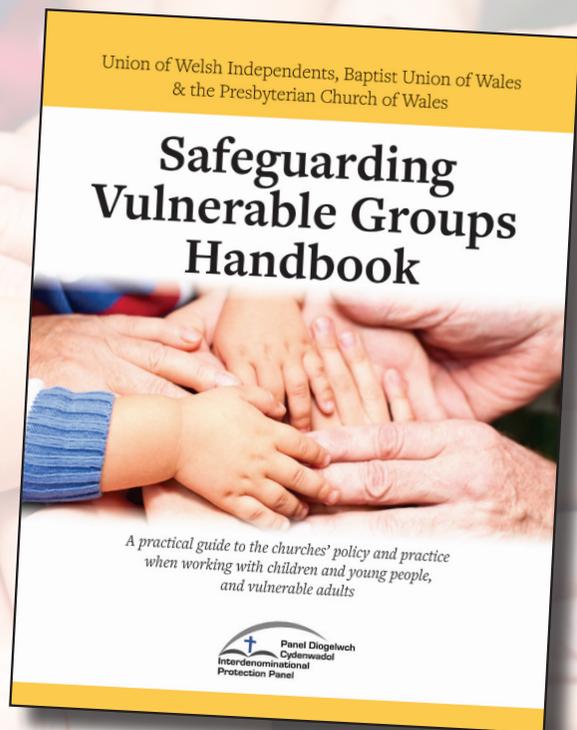
Churches Child Protection Advisory Service

0845 120 45 50

IN AN EMERGENCY

Police or Ambulance 999

Or your **Local Social Services**



The guidance and advice in the Safeguarding Vulnerable Groups Handbook forms the adopted policy of the Union of Welsh Independents, Baptist Union of Wales and the Presbyterian Church of Wales in regard to working with vulnerable groups

The new file presents an opportunity for us to look at our local procedures and to make any necessary changes to ensure that we act in a lawful manner and are following our policies.

Safeguarding Everyone

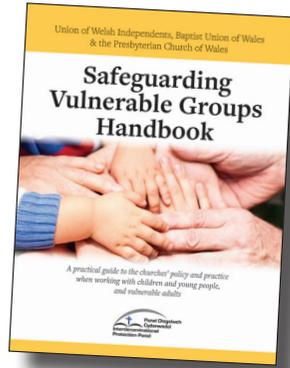
Children, Young People,
Vulnerable Adults, Workers
and Volunteers



**Panel Diogelwch
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Interdenominational
Protection Panel**

Why a new handbook?

We needed to revise and update the policy "For the Sake of Our Children" to include vulnerable adults as well as recent changes in the legislation on vulnerable groups and criminal record checks. The aim of the new handbook is to provide clear and practical guidance to those who are responsible for activities involving vulnerable groups.



Policy Statement

As churches, we are fully committed to safeguarding the welfare of our members and those entrusted to our care. Members of the church, paid staff and volunteers will show respect to others, promote the ethos of listening to children and vulnerable people and conduct themselves in a manner that reflects the principles of the Christian church.

The church will care for children and young people, and vulnerable adults and safeguard them by following good practices in relation to the following:

- Safer Recruitment (Section 2)
- Promoting good working practices (Section 3.1 and 4.1)
- Training and supporting our workers in their role and in the protection of children and vulnerable people (Section 3.2 and 4.2)

Content of the File

Recruitment

In Section 2 you will find step by step guidance on the safer recruitment and selection process that all bodies working with vulnerable groups need to follow. The process aims to make sure that all reasonable steps have been taken to ensure that our vulnerable groups are cared for by safe and suitable people. There are some forms and checklists in Section 7 that will help to guide you through the process. It is very similar to the previous process with an application form, self-disclosure and references but there have been changes in the rules regarding criminal record checks and the definition of regulated activity.

Children & Young People

In Section 3 you will find good practice guidelines for working with children and young people. There is information about child protection and how to respond if you suspect, or receive information about

an abusive situation. It also contains some additional guidance on matters such as online safeguarding, taking photographs and transporting children.

Vulnerable Adults

Section 4 contains good practice guidance regarding working with vulnerable adults. There is also information about the abuse of vulnerable people and how to respond if you suspect, or are told about any abusive or neglectful situations.

Pastoral Care

Section 5 looks at how we can support those who are affected by abuse and includes some useful sources of information and support.

Contact numbers and forms

Section 6 includes contact numbers and useful sources of support as well as additional information and policies and Section 7 contains all the forms referred to in the handbook. Electronic versions of these forms are also available on the Interdenominational Protection Panel website.

Your responsibility...

- **If you are a trustee or leader:** Read the handbook and make any necessary changes to ensure that your church or organisation operates lawfully and follows good practice. Promote the safer recruitment process and DBS checks and support workers and volunteers in their work and to attend training.
- **If you are an employee or volunteer with children or vulnerable people:** Cooperate with the safer recruitment process. Make sure you understand what is expected of your role and attend any training that is provided for you.
- **EVERYONE:** Seek advice if you are not sure what to do about a safeguarding issue or if you are concerned about an individual. (See Contact Numbers overleaf)