

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Camberwell**

**(Charity Working Name: Christ Church Peckham – Registered Charity Number: 1138005)**

**Safeguarding Policy**

*Every person has a value and dignity which comes directly from the creation of human beings in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.*

Christ Church Peckham ("CCP") is committed to the safeguarding and protection of all children, young people and vulnerable adults and affirms that the needs of children or of adults when they are vulnerable are paramount.

CCP recognises that none of us is invulnerable but that there is a particular care for those whose vulnerability is increased by their situation, by any disabilities or by any reduction in capacities. It is recognised that this increased vulnerability may be temporary or permanent and may be visible or invisible, but that it does not diminish our humanity and we seek to affirm the gifts and graces of all God's people.

CCP affirms and gives thanks for the work of those who are workers with children and vulnerable adults and acknowledges the shared responsibility of all of us for safeguarding vulnerable adults who are on our premises.

This policy addresses the safeguarding of children, young people and vulnerable adults. It is intended to be a dynamic policy. It is intended to support the Church in being a safe supportive and caring community for children, young people, vulnerable adults, for survivors of abuse, for communities and for those affected by abuse.

The Church will work with the Southwark Diocese safeguarding team when needed and appropriate. This policy reflects the advice from the Diocesan team and that found within [Working together to safeguard children 2023: statutory guidance](#) including that related to Prevent.

CCP recognises the serious issue of the abuse of children and vulnerable adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual or institutional abuse or neglect. It acknowledges the effects these may have on people and their development including spiritual and religious development. It accepts its responsibility for ensuring that all people are safe in its care and that their dignity and right to be heard is maintained. It accepts its responsibility to support, listen to and work for healing with survivors, offenders, communities and those who care about them. It takes seriously the issues of promotion of welfare so that each of us can reach our full potential in God's grace.

The following policy was circulated with the PCC for review. The revisions were adopted by the PCC by a decision made at their meeting on Wednesday 9 September 2026.

**Principles**

In accordance with the Church of England Safeguarding Policy, 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 who may pose a present risk to others.

As such, the parish will:

- A. create a safe and caring place for all
- B. have a named Parish Safeguarding Officer (PSO) and deputy to work with the Incumbent and the PCC to implement policy and procedures.
- C. 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
- D. listen to and take seriously all those who disclose abuse
- E. take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops' guidance, including immediately notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies
- F. offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred
- G. 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
- H. ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually
- I. ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish
- J. review the implementation of the Safeguarding Policy, Procedures and Practice at least annually. Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

### **What do these principles look like in practice?**

- A. create a safe and caring place for all

This means all people are given a generous and warm welcome.

This means the congregation will know who the PSO and Deputy PSO are, and will be aware of the importance of safeguarding the vulnerable.

For the PSO's details to be displayed publicly in the church.

We will seek to challenge any abuse of power, including by anyone in a position of trust.

This extends to online and by phone as well as in person interactions.

- B. have a named Parish Safeguarding Officer and Deputy PSO to work with the Incumbent and the PCC to implement policy and procedures

This means the PSO and Deputy PSO will communicate regularly, safeguarding will be a standing item on PCC agendas and this policy will be reviewed annually.

The details of whom to contact with safeguarding concerns or support needs will be displayed on church premises and on the parish website.

- C. 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

This means:

Before recruitment, potential volunteers can observe/ be a helper in Creche, S-Club Kids or ID Youth. They will not lead a session or be alone with children until the due onboarding process is done.

Volunteers will be appointed after a satisfactory DBS check and at least two references. The DBS check will be repeated every five years. Each worker will be expected to undergo basic safeguarding training (currently the Church of England's Basic, Foundations and Raising Awareness of Domestic Abuse courses).

The other training needs of each worker will be considered (e.g. first aid, lifting and handling, knowledge of emergency evacuation etc.) and each worker will have an annual review conducted by a named member of the Church Council and another worker within the organisation.

All those volunteering for a group within CCP will be given a Volunteer Description as to what the role involves.

All those volunteering for children's work will themselves observe for at least three sessions before the team leader reviews whether they are ready to lead their own session.

Those who act on behalf of the Church should not meet or work alone with a child or vulnerable adult where the activity cannot be seen unless this is necessary for pastoral reasons, in which case a written note of this will be made and kept noting date, time and place of visit. Whilst running a Creche or S-Club Kids session, there will always be at least two volunteers.

- D. listen to and take seriously all those who disclose abuse

This means we will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.

We will take seriously and respond promptly to any concerns over online safety.

- E. take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops' guidance, including immediately notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies
- F. offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred

This means we will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.

- G. 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

This means we will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adults.

- H. ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually. This includes weekly events and Sundays, in person and online:

This means:

Children of school Year 7 and up can come to church alone, without an adult responsible for them.

Primary school and below can attend only under the supervision of a responsible adult. This could be someone else from church if the children's parent/guardian has agreed someone else to bring them.

For any Church event where children may attend but there are no kids groups, including Stay and Play, the responsible adult is in charge of the child and must supervise the child/children at all times.

A young person should never be in the building with only one adult (unless this is their parent/ carer).

The Welcome Team on Sunday mornings will know which sessions are running that week; S-Club Kids, ID Youth or creche and introduce new families to the children's teams.

Young people and children may join their relevant group. Once joined, they must stay in the session or return to the meeting or go home.

All children's team volunteers and PCC to be watching for children around the building and send them back to sessions or into the meeting if required.

Everyone needs to be trained and to take the initiative if they see children out of the kids' sessions; the options – to either sit in church, or remain in a group, or leave.

Once groups are over, children must be supervised by their responsible adult. Young people may spend time in the ID Youth room after the service along with a safely recruited adult as supervisor and the doors left open.

This means that to support and supervise children:

Creche (0-Reception age): we always have 2x safely recruited volunteers (as per section C above) and max 3 children per helper.

ID Youth (school Year 6 to Year 13): we always have one safely recruited volunteer (as per section C above) and open door with other adults with a DBS in the building on Sundays.

Other events need 2x safely recruited volunteers supervising the activity and max 10 young people per helper.

S-Club Kids (school Year 1 to Year 5): we always have 2x safely recruited volunteers (as per section C above) and max 6 children per helper. Ratios as per Southwark Diocese guidelines.

Admins of Whatsapp groups have a role to mediate content and to only admit relevant people. If an under 18 year old is a volunteer, communication must only be through their parent or carer. Adult members of the CCP must not hold the numbers of any young people in the church. All Whatsapp users should be aware that if they receive any messages which are inappropriate or which they are worried about they should be speaking to Fernando (the Incumbent) or Safeguarding Team about this.

## **I. Appendices 1 to 6**

The following Appendices are incorporated into this Safeguarding Policy as supplemental documents:

- Appendix 1: Adult Safeguarding Addendum (updated)
- Appendix 2: Safeguarding Training Matrix (updated)
- Appendix 3: Coordinated Care for Vulnerable Adults and Families
- Appendix 4: Offsite Support Plan for Adults
- Appendix 5: Offsite Support Plan for Children and Youth
- Appendix 6: Key Contacts and PCC Sign-off (updated)

## **J. Confidentiality/ Data protection**

Communication through the [Safeguarding@christchurchpeckham.org](mailto:Safeguarding@christchurchpeckham.org) email address for any concerns about safeguarding. All confidential documents would be saved here. DBS copies only to be kept on file until the person is fully checked, then no need to keep the files.

- K. ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish

Any church-organised transport of children or vulnerable adults will be checked to ensure the vehicle is suitable and insured and that the driver and escort are appropriate.

- L. review the implementation of the Safeguarding Policy, Procedures and Practice at least annually. Each person who works, whether paid or unpaid, within this church community will agree to abide by this policy and the guidelines established by this church.

In all these principles we will follow legislation, guidance and recognised good practice.

CCP commits itself to ensuring the implementation of 'A Safe Church' guidance and safe practice in the churches.

CCP appoints Anna Ghadia as Church Safeguarding Officer and Fiona Foreman as Deputy. In their roles they will:

- i) support and advise the minister and the stewards in fulfilling their roles
- ii) provide a point of reference to advise on safeguarding issues
- iii) liaise with the Southwark Diocese Safeguarding Advisor

- iv) promote safeguarding best practice within the local church with the support of circuit ministers.

K. Review

This policy will be reviewed annually by the Parochial Church Council. The date of the next review is August 2027.

L. Key concepts and definitions

- i) Vulnerable Adults: 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 her or himself, or to protect her or himself from significant harm or exploitation.
- ii) Child: any person under the age of 18.
- iii) Safeguarding and protecting children or vulnerable adults from maltreatment includes preventing impairment of their health and ensuring safe and effective care.
- iv) Adult/child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect children/specific adults who are suffering or are at risk of suffering significant harm, including neglect.
- v) Abuse and neglect may occur in a family, in a community and in an institution. It may be perpetrated by a person or persons known to the child or vulnerable adult or by strangers; by an adult or by a child. It may be an infliction of harm or a failure to prevent harm.

The Parochial Church Council appointed Beverley Banton, Jenny Brown and Amy Bartlett from and including 13 September 2026.

Policy adopted by the PCC on 9 September 2026.

Signed:



REVD FERNANDO CARRILLO (Vicar and PCC Chair)

Date: 15 September 2026

**Next review date:** 9 September 2027

CHRIST CHURCH PECKHAM

# Safeguarding Policy Appendices

**Updated 2026 — PCC Ready Version**

To be read alongside the CCP Safeguarding Policy (adopted [8<sup>th</sup> January 2025])

This version includes:

- Appendix 1: Adult Safeguarding Addendum (updated)
- Appendix 2: Safeguarding Training Matrix (updated)
- Appendix 3: Coordinated Care for Vulnerable Adults and Families
- Appendix 4: Offsite Support Plan for Adults
- Appendix 5: Offsite Support Plan for Children and Youth
- Appendix 6: Key Contacts and PCC Sign-off (updated)

|                                   |                               |
|-----------------------------------|-------------------------------|
| <b>Approved by PCC:</b><br>[2026] | <b>Next review:</b><br>[2027] |
|-----------------------------------|-------------------------------|

These appendices contain both policy requirements and operational guidance. Policy sections set out CCP’s safeguarding principles, boundaries, responsibilities and minimum standards. Operational sections set out how those standards are normally applied in practice.

## Appendix 1: Adult Safeguarding Addendum

To be read alongside the Christ Church Peckham Safeguarding Policy (adopted 8 January 2025). This addendum reflects Promoting a Safer Church (C of E), the House of Bishops' Safeguarding Adults Policy, and Diocese of Southwark Safer Environment and Activities guidance.

Christ Church Peckham affirms its commitment to safeguarding adults, recognising that vulnerability 'may be temporary or permanent and may be visible or invisible' and that adults retain autonomy, dignity and agency.

### 1. Purpose

This appendix sets out how Christ Church Peckham (CCP) safeguards adults in line with national Church of England guidance and Diocese of Southwark expectations. It defines parish-specific practice that volunteers can realistically deliver.

Policy requirements

## **2. Core principles**

- Respect for autonomy: adults make their own decisions unless assessed otherwise.
- Proportionate response: actions match the level of risk.
- Capacity-led practice: the parish acts within the realistic capacity of volunteers.
- Clear boundaries: volunteers do not take on professional roles.
- Mandatory reporting: all safeguarding concerns are passed to the PSO.

## **3. Mental capacity and consent**

Adults are presumed to have capacity unless proven otherwise. Consent is sought before sharing information unless the adult lacks capacity, others are at risk, a crime has been committed, or there is a public-interest requirement under the Mental Capacity Act 2005.

Volunteers do not assess capacity. If unsure whether someone understands information or decisions, they record what was said and pass the concern to the PSO.

Information is shared without consent only when someone is at risk, a crime may have been committed, or DST/statutory services advise disclosure.

## **4. Types of abuse affecting adults**

In addition to the abuse categories in the CCP policy, CCP recognises:

- Domestic abuse (including coercive control)
- Self-neglect
- Modern slavery and trafficking
- Mate crime
- Organisational abuse
- Carer-related harm
- Financial exploitation
- Bullying, harassment and sexual harassment
- Spiritual abuse

## **Operational guidance**

## **5. Responding to safeguarding concerns**

Volunteers listen, reassure, record, and report to the PSO.

Volunteers do not investigate, promise confidentiality, offer counselling, or make capacity judgements.

Do:

- Thank the person for telling you
- Listen calmly
- Reassure them they are not to blame

- Use their own words
- Explain you must share the concern with the PSO
- Record what was said as soon as possible using the reporting form (see appendix x)

Don't:

- Promise confidentiality
- Ask leading questions
- Press for more detail
- Express judgement
- Investigate yourself
- Share information with anyone who does not need to know

## 6. Emergency response

If someone is in immediate danger, call 999. Then inform the PSO as soon as possible.

## 7. Reporting a safeguarding concern at CCP

In person — to the PSOs, clergy or a ministry head/team leader

- By email — [safeguarding@christchurchpeckham.org](mailto:safeguarding@christchurchpeckham.org)
- By phone — via the church office (during working hours)
- Directly to the Diocese — if the concern involves clergy or the PSO

## 8. Escalation

Concerns are escalated to the PSOs.

If the PSOs are unavailable, clergy/pastoral team, ministry heads or team leaders. Concerns involving clergy or the PSO are referred directly to DST. In an emergency, follow church procedures and contact the emergency services (see Appendix 7 for numbers).

## 9. Boundaries for pastoral contact

- Volunteers meet in visible or semi-open settings, avoid lone working where possible (see lone working policy), use church communication channels, and do not provide personal care or medical advice .

## 10. Supporting adult survivors of abuse

- Trauma-informed pastoral care
- Respect for autonomy and pace
- Signposting to specialist services
- Confidentiality except where safeguarding requires disclosure

**External support:**

- Safe Spaces — 0300 303 1056
- Samaritans — 116 123
- National Domestic Abuse Helpline — 0808 2000 247
- NAPAC — 0808 801 0331

## **11. Prayer ministry safeguards**

- Check that the person has support in the service or at home if they are distressed by something they have disclosed, and signpost them to specialist services where possible.
- Prayer ministry: touch and boundaries
- Ask for explicit consent before any physical touch; use only light touch (e.g., hand on shoulder/upper back, or holding the person's hand if they initiate).
- Respect a "no" without question.
- Use same-gender ministers, or pairs led by a same-gender lead minister.
- Pray in open, visible areas only.
- Stop immediately if the person becomes distressed and report any safeguarding concerns to the PSO.

## **12. Managing risk: adults who may pose a risk**

Where an adult may pose a risk to others: a risk assessment is completed by the Diocesan Safeguarding Team (DST); an Ongoing Safeguarding Agreement (OSA) may be implemented; confidentiality is maintained appropriately; and the safety of children, young people and vulnerable adults is prioritised.

## **13. Ongoing Safeguarding Agreements (OSAs)/Church Safety Plans**

When CCP becomes aware that a ministry participant has convictions that pose a risk to others, the DST must be notified immediately. The DST obtains a statutory risk assessment and drafts an Ongoing Safeguarding Agreement (OSA) in consultation with: the individual, their named supporter, the incumbent, the churchwardens, and the PSO. The DST — not the parish — leads the drafting of the OSA.

See applicable Prison Leavers Ministry provisions, which includes detailed OSA requirements.

If CCP becomes aware of risk, the PSO notifies DST. DST determines whether an Ongoing Safeguarding Agreement (OSA) or Church Safety Plan (CSP) is required.

The parish implements DST requirements within capacity. If capacity is insufficient, attendance pauses.

## Framework — Attendee OSA breach

Applies when a ministry participant breaches the conditions of their Ongoing Safeguarding Agreement or the group behaviour code.

| Stage | Trigger                                                                  | Response and owner                                                                                                                                                                                                                                                                                                                                                   |
|-------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| L1    | Behaviour that concerns a leader but does not require immediate action   | Logged in session folder same day. Ministry Leader reports to safeguarding team within 24 hours. Reviewed at next team meeting. No immediate action on attendance.                                                                                                                                                                                                   |
| L2    | Behaviour that breaches OSA or behaviour code, or creates risk to others | Ministry Leader suspends attendance for that session immediately — explicit authority granted by this policy, no prior PSO authorisation required. Safeguarding team notified within one hour. Team meets within 48 hours. Probation notified by PSO if individual is on licence — statutory obligation. Decision on continued attendance made by safeguarding team. |
| L3    | Confirmed breach or risk that cannot be safely managed                   | Safeguarding team recommends permanent removal to Incumbent. Incumbent decides. DST notified. Probation notified. Written record filed. OSA terminated via DST. Individual informed in writing and given right of appeal to Incumbent, whose decision is final at parish level.                                                                                      |

If the safeguarding team cannot reach agreement at Level 3, the matter is referred to the DST whose advice is binding on the parish. This tiebreak rule ensures decisions are never indefinitely stalled.

### PRISON LEAVERS MINISTRY — SAFEGUARDING POLICY

## Appendix 1A

### Venue Booking System: Purpose, Requirements & Operation

This appendix sets out the purpose of the church venue booking system, the minimum requirements it must meet, the safeguarding clash detection rules it must enforce, the shared responsibility model that governs its operation.

## 1A.1 Purpose

The venue booking system is the single source of truth for who is in the church building, when, and what safeguarding provisions are in place for each session. Its purpose is accountability — creating a permanent, dated, auditable record that protects attendees, volunteers, congregation members, and the church.

Without a formal system, safeguarding arrangements for a prison leavers ministry exist only in people's heads and email threads. A session may be managed correctly in practice but leave no evidence that it was. This matters because:

- The Church of England requires that safeguarding compliance is demonstrable, not merely asserted
- The PCC as trustees must be able to evidence due diligence in safeguarding to the Charity Commission
- In the event of a complaint, incident, or statutory investigation, the booking record is the primary documentary evidence

## 1A.2 Shared responsibility model

The booking system operates within a shared responsibility model. No single officer — including the Parish Safeguarding Officer — holds sole ownership of the ministry's operational safeguarding. Responsibilities are distributed according to role.

## 1A.3 Scope — what must be booked through the system

Every use of the church premises must be entered into the booking system. This includes:

- All prison leavers ministry activities — CrossFit gym sessions, Bible study, Sunday service attendance, social activities.
- All children's and families' activities — including but not limited to: Sunday school (e.g S-Club), Creche, parent / carer and infant / toddler groups (Stay and Play) and Holiday Clubs.
- Special Events – including but not limited to bag-packing sessions for Easter and Christmas Outreach, Christmas Fairs. All youth and young adults' activities including youth clubs and Sunday youth meetings (ID).
- All-age and special services and events — including but not limited to: Baptism Services, Community Lunches, weddings, funerals, Advent Services (including Carol Service), Christmas Day Services, Christmas Lunch, New Year's Eve Service, Holy Week services, 24-7 week of prayer.
- External hirers — community organisations, private event bookings.
- PSO review meetings and safeguarding administration sessions
- Any other recurring or one-off use of church premises

## 1A.4 Data protection requirements

The venue booking system will hold or reference personal data relating to ministry participants,

- All personal data relating to ministry participants must be accessible only to named, authorised users at the appropriate access level
- The system must enforce role-based access so that volunteers cannot see any information about an individual's history
- Data must be retained in line with Church of England Records Management guidance and deleted securely when the retention period expires
- A Privacy Notice must be provided to all ministry participants before their data is entered into the system
- Any data breach must be reported to the PSO and the Diocesan Data Protection Officer as soon as possible after the breach.

### Hard blocks — booking cannot be confirmed without Ops Manager override

|       | Rule and description | System response |
|-------|----------------------|-----------------|
| BLOCK | Buffer breach        | CANNOT CONFIRM  |

|  |                                                                                                                                                                                                                                                                             |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | <p>A prison leavers activity is booked with less than 45 minutes' separation from any children's or families' activity in the same building.</p> <p>Action required: Operations Manager and Ministry Leader notified.</p> <p>Reschedule one activity before confirming.</p> |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

## Appendix 2: Safeguarding training matrix (to be read in conjunction with Diocesan guidance)

Safeguarding training is an essential part of safer ministry. It helps staff and volunteers recognise risk, respond appropriately to disclosures or concerns, understand reporting routes, and work within clear role boundaries. In a church context, safeguarding issues may arise through children's work, pastoral contact, prayer ministry, small groups, offsite activities, and support for vulnerable adults. Training therefore helps to build a consistent culture of care, accountability and safer practice across the parish.

| Role                        | Required training                                                                                                         | Frequency     | Additional requirements                                  |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------|
| All volunteers              | Basic Awareness                                                                                                           | Every 3 years | Induction briefing                                       |
| Children & youth volunteers | Basic Awareness + Foundation                                                                                              | Every 3 years | Observation period; ratios                               |
| Team leaders                | Basic Awareness + Foundation                                                                                              | Every 3 years | Annual safeguarding update                               |
| Connect group leaders       | Basic Awareness + Foundation                                                                                              | Every 3 years | Annual safeguarding update                               |
| Ministry heads              | Basic Awareness + Foundation                                                                                              | Every 3 years | Scenario-based training                                  |
| PSO & Peer PSOs             | Basic Awareness + Foundation + Leadership + Raising Awareness of Domestic Abuse + Safer Recruitment and People Management | Every 3 years | Diocesan supervision; safer recruitment responsibilities |
| Clergy / licensed ministers | Basic Awareness + Foundation + Leadership + Raising Awareness of Domestic Abuse                                           | Every 3 years | Pastoral care modules as required                        |
| Recruiting panel members    | Safer Recruitment and People Management                                                                                   | Every 3 years | Interview training                                       |
| Prayer ministry team        | Basic Awareness + Foundation                                                                                              | Every 3 years | Consent, touch, boundaries                               |
| Pastoral visitors           | Basic Awareness + Foundation                                                                                              | Every 3 years | Lone working; capacity; boundaries                       |
| Operations / admin          | Basic Awareness + Foundation                                                                                              | Every 3 years | Confidentiality; data protection                         |

|                                    |                                                                                 |               |                                                            |
|------------------------------------|---------------------------------------------------------------------------------|---------------|------------------------------------------------------------|
| Prison leavers ministry leaders    | Basic Awareness + Foundation + Leadership + Raising Awareness of Domestic Abuse | Every 3 years | Trauma-informed practice; OSA training; probation liaison  |
| Prison leavers ministry supporters | Basic Awareness + Foundation                                                    | Every 3 years | Trauma-informed practice; OSA awareness                    |
| CrossFit gym coach                 | Basic Awareness + Foundation                                                    | Every 3 years | Trauma-informed practice; lone working; incident reporting |
| PCC members                        |                                                                                 |               |                                                            |

Training pathway names in this appendix follow current diocesan terminology: Basic Awareness, Foundation, Leadership, Raising Awareness of Domestic Abuse, and Safer Recruitment and People Management. Training levels reflect the level of contact, supervision responsibility, and likelihood of contact with children, young people, or vulnerable adults.

Connect group leaders require Foundation training because they carry pastoral responsibility, may respond to disclosures or wellbeing concerns, and may have regular contact with vulnerable adults in small-group settings. Prayer ministry team members require Foundation training because prayer conversations can involve safeguarding disclosures, emotional distress, touch and boundary issues, and pastoral contact with vulnerable adults.

## Appendix 2A: Supervision, pastoral support, and training

This appendix summarises supervision, debrief, training for safeguarding-relevant roles. Role-specific training and recruitment requirements are set out in Appendix 2.

### 1. Access to supervision, pastoral care and debrief

- Each safeguarding-relevant role should have a named point of support, normally a ministry leader....
- Those carrying regular safeguarding responsibility should receive appropriate supervision or check-ins proportionate to the nature of the role.
- Following a disclosure, referral or serious concern, a debrief should be offered as soon as reasonably possible and normally within 48 hours.
- Debrief should provide space for factual reflection, pastoral support, prayer where appropriate, and clarification of next steps.
- Debrief and pastoral support must not become investigation or therapy; where further help is needed, appropriate signposting should be offered.
- If there are concerns about wellbeing, boundaries or safe practice, duties may be reviewed, adjusted or paused.

## Appendix 3: Coordinated Care for Vulnerable Adults and Families

This appendix combines policy definitions about role scope and safe boundaries with operational guidance for delivering structured support.

## **Policy framework**

### **1. Purpose**

To define deliverable support for adults and families with additional needs.

### **2. Appointment of a Care Coordinator**

A Care Coordinator is appointed only when the Safeguarding support team or Pastoral team judges structured support is needed and the parish has capacity. If capacity is insufficient, support is limited to pastoral contact.

### **3. What the Care Coordinator does**

Understands needs, reviews existing professional plans, identifies what CCP can safely offer, nominates volunteers who are safely recruited, sets boundaries for involvement, and reviews suitability for offsite activities.

### **4. What the Care Coordinator does not do**

Provide personal care, provide medical care, replace statutory services, manage crises alone, or conduct risk assessments beyond parish competence.

### **5. Safe practice**

- Avoid lone working where possible.
- Two adults for home visits when available.
- Volunteers stay within role boundaries.
- A clear exit plan is required for ending support.

### **6. Safer recruitment for support volunteers**

- Safely recruited through CCP's safer recruitment process.
- Enhanced DBS check in place dated within the past 3 years.
- Basic Awareness, Foundation, and Raising Awareness of Domestic Abuse training completed.
- Role-specific guidance provided.
- Regular supervision by pastoral team .

## **Operational planning guidance**

### **7. Onsite support plan**

Includes responsibilities, adjustments, emergency steps, boundaries, and review date.

For the full Offsite Support Plan for Adults, see Appendix 4.

## **Appendix 4: Offsite Support Plan for Adults**

This appendix is operational guidance for planning and delivering safer offsite support. It is not a substitute for safeguarding policy, safer recruitment requirements, or diocesan risk assessment processes.

## **1. Purpose**

To ensure adults are supported safely during offsite activities.

Planning and delivery steps

## **2. Pre-event**

- Suitability assessed by the Care Coordinator.
- Risk factors identified.
- Volunteers briefed.
- Transport arrangements confirmed.

## **3. During event**

Volunteers maintain appropriate visibility, respect boundaries, and report concerns to the Pastoral team and PSO afterwards.

No personal care or medication is provided.

## **4. Emergencies**

- Call 999 if needed.
- Inform the PSO as soon as possible afterwards.
- Record the incident factually.

Review and follow-up

## **5. Post-event**

- Review any incidents.
- Update support plans.
- Adjust future attendance if needed.

# **Appendix 5: Offsite Support Plan for Children and Youth**

This appendix is operational guidance for planning and supervising offsite activities involving children and young people. It should be used alongside CCP safeguarding policy, safer recruitment requirements, and diocesan guidance.

Applies to: camps, retreats, festivals, trips, residentials and external events.

Planning and supervision steps

## **1. Pre-event**

- Risk assessment completed.
- Consent forms collected.
- Medical needs documented.
- Volunteers briefed.
- Ratios follow diocesan guidance.

## 2. During event

- Line-of-sight supervision maintained.
- No one-to-one contact unless risk-assessed.
- Safe transport arrangements in place.
- Clear boundaries for mixed-age groups.

## 3. Residentials

- Separate sleeping areas for leaders and different genders.
- Two leaders on duty overnight.
- Fire safety briefing.
- Night-time supervision plan.

## Review and follow-up

## 4. Post-event

- Incident review.
- Suitability for future events assessed.

# Appendix 6: Key Contacts and PCC Sign-off

| Role                                       | Contact details                                     |
|--------------------------------------------|-----------------------------------------------------|
| Parish Safeguarding Officer                | Sybil Omolabi                                       |
| Southwark DST — general                    | safeguarding@southwark.anglican.org   020 7939 9423 |
| Southwark DST — main line                  | 020 7939 9476                                       |
| Safe Spaces                                | 0300 303 1056                                       |
| Samaritans                                 | 116 123                                             |
| National Domestic Abuse Helpline           | 0808 2000 247                                       |
| NAPAC (adult survivors of childhood abuse) | 0808 801 0331                                       |
| Police (non-emergency)                     | 101                                                 |
| Emergency services                         | 999                                                 |

|                                                                 |                                                                |
|-----------------------------------------------------------------|----------------------------------------------------------------|
| <b>Children's Social Care<br/>(Southwark)</b>                   | 020 7525 1921                                                  |
| <b>LADO (Local Authority<br/>Designated Officer, Southwark)</b> | 020 7525 3297                                                  |
| <b>Streetlink (Homelessness<br/>support)</b>                    | [Insert current StreetLink contact details or reporting route] |