

Brancepeth

Safeguarding Action Plan

Level 3

Introduction

The Church of England's safeguarding policy statement, *Promoting a Safer Church*, says:

"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."

This Action Plan has been produced by an application called *Safeguarding Dashboards* for the consideration of the PCC.

The PCC is invited to discuss, amend and approve this Action Plan.

Safeguarding Dashboards has three levels:

- Level 1 - Safer Foundations;
- Level 2 - Safer Activities;
- Level 3 - Safer Practices.

Further information about these levels can be found at... <https://tinyurl.com/roadmap-safeguarding>

Date approved by the PCC: _____

Policies and Action Plan

	Status	Notes
<p>Safeguarding Policy Approval The PCC must approve a parish safeguarding policy which complies with Church of England requirements.</p>	The PCC has approved an alternative policy that takes account of 'Promoting a Safer Church'.	
<p>Safeguarding Policy Promotion 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.</p>	Completed	
<p>Safeguarding Action Plan The PCC must approve an action plan and review it annually.</p>	The PCC last reviewed their Safeguarding Action Plan on 13/03/2023.	

Safeguarding Procedures

	Status	Notes
<p>Responding to Concerns or Allegations The PCC must approve a procedure to deal promptly with any safeguarding concern or allegation (including any suspicion of abuse). This procedure is to be reviewed annually.</p>	The PCC reviewed this procedure on 13/03/2023.	

Safeguarding Roles

	Status	Notes
<p>Parish Safeguarding Officer The PCC must safely recruit a suitable person (not the incumbent or his/her partner) to the role of Parish Safeguarding Officer. The appointment is to be made in accordance with national 'safer recruitment' guidance.</p>	A Parish Safeguarding Officer was appointed on 01/01/2012.	
<p>Churchwardens The churchwardens must be made aware of their safeguarding responsibilities.</p>	The churchwardens are aware of their safeguarding responsibilities.	

	Status	Notes
<p>DBS Administrator</p> <p>The PCC must appoint at least one DBS Administrator who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Officer.</p>	The PCC has appointed at least one DBS Administrator.	

Training for Key Roles

	Status	Notes
<p>Parish Safeguarding Officer</p> <p>The PCC must ensure that the Parish Safeguarding Officer undertakes the required safeguarding training.</p>	Completed	
<p>Churchwardens</p> <p>The PCC must ensure that all Churchwardens undertake the required safeguarding training.</p>	Completed	
<p>DBS Administrator</p> <p>The PCC must ensure that DBS Administrators undertake the required safeguarding training.</p>	Completed	
<p>PCC Members</p> <p>The PCC must ensure that all their members undertake the required safeguarding training.</p>	Completed	

Displayed Information

	Status	Notes
<p>Safeguarding Policy Notice</p> <p>Each church building must display a notice about its safeguarding policy.</p>	Completed	
<p>Safeguarding Who's Who</p> <p>Each church building must display contact details for people who have safeguarding roles.</p>	Completed	
<p>Safeguarding Poster</p> <p>Each church building must display a 'Promoting a Safer Church' poster.</p>	Completed	
<p>Parish Website</p> <p>Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).</p>	Completed	

Church Activities

Sunday School

	Status	Notes
PCC Authorisation The PCC must authorise any church activity involving children, young people or vulnerable adults.	The PCC has authorised this church activity.	
Risk Assessment The PCC must ensure that an 'activity risk assessment' is completed and reviewed regularly.	A risk assessment was last reviewed on 12/02/2024.	
Insurance Cover The PCC must provide appropriate insurance cover for this activity.	This activity is covered by our standard church insurance policy.	
Safer Recruitment All new leaders and helpers must be appointed in accordance with the Church of England's Safer Recruitment and People Management Guidance. This must be reviewed annually.	This activity needs Role Descriptions for some volunteer roles.	
DBS Checks The PCC must ensure that all eligible leaders and helpers have up-to-date DBS checks. 5-yearly checks must be replaced with 3-yearly checks by January 2024 at the latest.	DBS checks were last reviewed on 12/02/2024.	
Safeguarding Training The PCC must ensure that all leaders and helpers undertake the required safeguarding training.	Training was last reviewed on 12/02/2024.	
Safer Environment The Church must strive to create and maintain environments that are safer for all.	This activity is fully compliant with Section 11 of the Parish Safeguarding Handbook.	
DBS Checks (every 3 years) The PCC must ensure that all eligible leaders and helpers are DBS checked every three years.	DBS status was last reviewed on 12/02/2024.	

Messy Church

	Status	Notes
PCC Authorisation The PCC must authorise any church activity involving children, young people or vulnerable adults.	The PCC has authorised this church activity.	

	Status	Notes
<p>Risk Assessment</p> <p>The PCC must ensure that an 'activity risk assessment' is completed and reviewed regularly.</p>	A risk assessment was last reviewed on 12/02/2024.	
<p>Insurance Cover</p> <p>The PCC must provide appropriate insurance cover for this activity.</p>	This activity is covered by our standard church insurance policy.	
<p>Safer Recruitment</p> <p>All new leaders and helpers must be appointed in accordance with the Church of England's Safer Recruitment and People Management Guidance. This must be reviewed annually.</p>	This activity needs Role Descriptions for some volunteer roles.	
<p>DBS Checks</p> <p>The PCC must ensure that all eligible leaders and helpers have up-to-date DBS checks. 5-yearly checks must be replaced with 3-yearly checks by January 2024 at the latest.</p>	DBS checks were last reviewed on 12/02/2024.	
<p>Safeguarding Training</p> <p>The PCC must ensure that all leaders and helpers undertake the required safeguarding training.</p>	Training was last reviewed on 12/02/2024.	
<p>Safer Environment</p> <p>The Church must strive to create and maintain environments that are safer for all.</p>	This activity is fully compliant with Section 11 of the Parish Safeguarding Handbook.	
<p>DBS Checks (every 3 years)</p> <p>The PCC must ensure that all eligible leaders and helpers are DBS checked every three years.</p>	DBS status was last reviewed on 12/02/2024.	

Youth Club

	Status	Notes
<p>PCC Authorisation</p> <p>The PCC must authorise any church activity involving children, young people or vulnerable adults.</p>	The PCC has authorised this church activity.	
<p>Risk Assessment</p> <p>The PCC must ensure that an 'activity risk assessment' is completed and reviewed regularly.</p>	A risk assessment was last reviewed on 12/02/2024.	
<p>Insurance Cover</p> <p>The PCC must provide appropriate insurance cover for this activity.</p>	This activity is covered by our standard church insurance policy.	

	Status	Notes
<p>Safer Recruitment</p> <p>All new leaders and helpers must be appointed in accordance with the Church of England's Safer Recruitment and People Management Guidance. This must be reviewed annually.</p>	This activity needs Role Descriptions for some volunteer roles.	
<p>DBS Checks</p> <p>The PCC must ensure that all eligible leaders and helpers have up-to-date DBS checks. 5-yearly checks must be replaced with 3-yearly checks by January 2024 at the latest.</p>	DBS checks were last reviewed on 12/02/2024.	
<p>Safeguarding Training</p> <p>The PCC must ensure that all leaders and helpers undertake the required safeguarding training.</p>	Training was last reviewed on 12/02/2024.	
<p>Safer Environment</p> <p>The Church must strive to create and maintain environments that are safer for all.</p>	This activity is fully compliant with Section 11 of the Parish Safeguarding Handbook.	
<p>DBS Checks (every 3 years)</p> <p>The PCC must ensure that all eligible leaders and helpers are DBS checked every three years.</p>	DBS status was last reviewed on 12/02/2024.	

Reviews and Reports

	Status	Notes
<p>PCC Agendas</p> <p>Safeguarding must be a standing agenda item at every PCC meeting.</p>	Safeguarding is a standing agenda item at every PCC meeting.	
<p>Reports to the PCC</p> <p>The Parish Safeguarding Officer must give regular reports to the PCC regarding safeguarding in the parish.</p>	The PCC last received a safeguarding report on 06/11/2023.	
<p>Reports to the APCM</p> <p>At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.</p>	The APCM received a safeguarding report on 30/04/2023.	
<p>Review List of Church Activities</p> <p>The PCC must confirm that the list of Church Activities on this dashboard is complete.</p>	The PCC reviewed the list of Church Activities on 13/03/2023.	