

Record

You may find it useful to make a few notes, **which must be held confidentially**, as you may be asked more about the allegation at a later stage. In particular, these may include:

Who was involved – names of key people

What happened – facts, not opinion

Where it happened

When it happened – date and time

How it happened

Why it happened

Whom it was referred to

Use the exact words which the child/ vulnerable adult used – do not ‘translate’ anything.

Date and sign your notes.

Report

Please remember that you are not expected to be an expert in these areas, so you must refer on all allegations, disclosures or concerns.

Referrals should be made **confidentially** to the Rector, other church leader, the event leader, the safeguarding officer or to the Diocesan Safeguarding Manager directly.

If you believe that the person is at immediate risk of harm when they leave you, make a referral to the appropriate agency – the police or social services.

Contacts

Philip Ladbury, Parish Safeguarding Officer,
safeguarding@dibdenchurches.org

Peter Toller, Rector & Safeguarding Lead,
rector@dibdenchurches.org, 023 8084 3204

Jackie Rowlands, Diocesan Safeguarding Officer,
jackie.rowlands@winchester.anglican.org
01962 737317, 07921 865374

In a crisis? Dial 999

Safe Spaces, an external agency for those who have been abused by someone in church, 0300 303 1056

Social Services Helpline
0300 555 1373

The Crossings (homelessness charity)
07486 551272

National Domestic Violence Helpline
0800 2000 247

Michael and Charly, Community Support Officers (antisocial behaviour)
023 8084 0866

Childline
0800 11 11

Samaritans
116 123

Switchboard (National LGBTQIA+ Helpline)
0300 330 6310



**St Andrew's
All Saints'**
Parish of Dibden

Safeguarding Information



**“Safeguarding everyone means
everyone safeguarding”**

At St Andrew's and All Saints', we take seriously our responsibility to keep everyone involved in church activities safe, especially children and vulnerable adults.

This leaflet contains useful information to help us all work together to make it as safe a place as possible for everyone to worship and enjoy activities together.

'Safeguarding' is the process of ensuring there are mechanisms in place so that, as far as possible, everyone feels safe and that there are robust procedures in place to address issues if things go wrong.

"Safeguarding everyone means everyone safeguarding".

Recognise, Respond, Record, Report

Recognise

Abuse takes many forms. The main ones are:

Physical: unexplained bruises, burns, cuts, bites, fractures etc

Emotional: changes in mood or behaviour, withdrawn or 'clingy', depression, aggression or extreme anxiety, nervousness, low self-esteem

Neglect: under-nourishment, failure to grow, persistent hunger, inadequate care, dirty, inappropriate clothing, unkempt

Sexual: unusual knowledge of adult sexual behaviour – words/ drawings; sexually provocative; sexual infections

Discriminatory: racist, sexist, based on a person's disability

Spiritual: using faith, spirituality, trust etc to manipulate and control people

Financial: money, possessions, disappearing, no money for essentials, jewellery and valuables missing

Institutional: removal of choice to suit others' needs or preferences

Grooming: of individual, a family or other

Domestic: behaviour exerting control through fear, intimidation, or harm. Can be physical, emotional, psychological, sexual, financial or verbal

We may become aware of abuse or concerns about someone's behaviour in a number of ways; all must be taken seriously and acted upon:

- A disclosure from a person who has or is experiencing abuse
- An allegation about a person's conduct
- A concern about someone's behaviour

No concern is too small; all disclosures, issues or concerns seen or that you are made aware of must be acted on as soon as possible.

Do not attempt to investigate.

You are not expected to be an expert in Safeguarding, but there are some simple steps which you should take to help the alleged victim:

Respond

With a person making a disclosure:

Never promise to keep a secret or confidentiality. Tell them that you may need to share it.

Assure them that they are not to blame for what happened.

Reassure the person that they have done the right thing by telling you.

React calmly; be aware of non-verbal messages and body language.

Listen; do not ask leading questions or investigate. Avoid making comments or judgements and never make assumptions.

Tell them what you are going to do next – which is, in all cases, to refer as soon as possible to the appropriate Safeguarding lead.

Do Not:

- Ignore it
- Attempt to investigate
- Discuss the case with anyone else
- Speak to the alleged perpetrator