

# Hope Church, Harrogate – Safeguarding Policy

## Section 1

### Details of the Organisation

Name of Organisation: **Hope Church, Harrogate**

Address: **The Old Church, 55-57 Grove Road, Harrogate, HG1 5EP**

Tel No: **01423 443037**

General Email address: **hello@hopeharrogate.co.uk**

Senior Leader: **Adam Price**

Senior Leader Contact Email: **adam.price@hopeharrogate.co.uk**

Safeguarding Coordinator: **Marilyn Larner**

Contact details: **07954 163462, safeguarding@hopeharrogate.co.uk**

Deputy Safeguarding Coordinator: **Ruth Jackman**

Contact details: **07825 543237, ruth.jackman@hopeharrogate.co.uk**

Charity Number: **1151360**

Company Number (England & Wales): **08420082**

Insurance Company: **Ansvar Insurance – Policy no: CHF6078646**

### Our commitment

The Trustees of Hope Church (referred to hereafter as ‘the Leadership’) recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect

and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.” Furthermore, there is a clear Gospel imperative to give priority to the needs of children and vulnerable people generally, rather than regard their needs as secondary. We have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

This policy and any attached practice guidelines are based on the ten ‘Safe and Secure safeguarding’ standards published by thirtyone:eight<sup>1</sup>.

The Leadership undertakes to:

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
- ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- support the Safeguarding Coordinators in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- take reasonable steps to protect this document from being copied by other organisations.

---

**1 thirtyone:eight is an independent Christian charity which helps individuals, organisations, charities, faith and community groups to protect vulnerable people from abuse. Hope Harrogate is a member of thirtyone:eight.**

## Section 2

### Prevention

#### Understanding abuse and neglect

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or in a community setting. Very often the abuser is in a trusted relationship with the child or adult.

In order to safeguard those in our places of worship and organisations we adhere to the UN Convention on the Rights of the Child, and have Article 19 as our starting point regarding the definition of abuse, which states that:

*1. Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.*

*2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.*

Also for adults, the UN Universal Declaration of Human Rights, with particular reference to Article 5, states that: *No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.*

Detailed definitions, and signs and indicators of abuse, as well as how to respond to a disclosure of abuse, are included in this policy.

#### **Safer recruitment of workers with direct or indirect responsibility for children and vulnerable adults**

The Leadership will ensure all workers are appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- There is a role description for each post
- Those applying have completed an application form including a self-declaration section

- All suitable candidates have been interviewed
- Safeguarding has been discussed at interview
- Wherever possible and appropriate, written references have been obtained, and followed up as necessary
- A disclosure and barring check has been completed where necessary (we will comply with DBS Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Qualifications, where relevant, have been verified
- A suitable training programme is provided for successful applicants
- The applicant has completed a probationary period
- The applicant has been given a copy of the organisation's safeguarding policy, knows how to report concerns and, where appropriate, has understood and signed a relevant Code of Conduct.

#### **Safeguarding training for these workers**

The Leadership is committed to on-going safeguarding, training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a regular basis.

The Leadership will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

#### **Management of Workers – Codes of Conduct**

As a Leadership we are committed to supporting all workers and ensuring they receive adequate training, support and supervision. All workers have been issued with a Code of Conduct towards children, young people and adults with care and support needs.

## **Section 3**

### **Practice Guidelines**

As a church working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

As well as a general code of conduct for workers we also have specific good practice guidelines for every activity in which we are involved, and these are available on request.

### **Working in Partnership**

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have clear guidelines regarding our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and, where appropriate, have a partnership agreement for safeguarding.

We believe good communication is essential in promoting safeguarding, with those we wish to protect, with everyone involved in working with children and adults and with all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding. It is our view that safeguarding is a 'whole church' responsibility as well as being the responsibility of the individuals named in this policy. We seek to foster a culture of mutual care within the church, and that includes ensuring our children and vulnerable adults are always treated with care and respect.

## Section 4

### Responding to concerns about or allegations of abuse

#### Procedures for allegations against the Church

Under no circumstances should a volunteer or worker carry out their own investigation into an allegation or suspicion of abuse. The following procedures should be applied:

- Registering a concern or making an allegation

The worker or volunteer or member of the church should make a report of the concern in as soon as possible to the Safeguarding Co-ordinator. She/he is nominated by the Leadership to handle the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities, and is available at all reasonable times to help advise workers, volunteers and member in registering their concerns.

- In the absence of the Safeguarding Coordinator or, if the suspicions in any way involve the Safeguarding Coordinator or a family member, then the report should be made to her/his deputy.
- If the suspicions implicate both the Safeguarding Coordinator and the Deputy, then the report should be made in the first instance to:

**thirtyone:eight**, PO Box 133, Swanley, Kent, BR8 7UQ.

Tel: 0303 003 1111.

Alternatively contact the local Children's / Social Services authority or the police.

- The Safeguarding Coordinator should contact the appropriate agency or they may first ring the thirtyone:eight helpline for advice. They should then contact social services in the area the child or adult lives.

**Name of local authority: North Yorkshire County Council**

**Children's and Adult Services**

**Tel: 01609 780780 (also diverts to an 'out of hours' service)**

**Website Address: [www.northyorks.gov.uk/safeguarding](http://www.northyorks.gov.uk/safeguarding)**

**Police Protection Team - fill in an online form at:**

**<https://www.northyorkshire.police.uk/ro/report/domestic-abuse/a1/report-domestic-abuse/call-999/?lid=&cid=&rid=5&stepid=1> or in an emergency, ring 999**

- The Safeguarding Coordinator may need to inform others depending on the circumstances and/or nature of the concern:

- Chair of Trustees or the Trustee responsible for safeguarding, who may need to liaise with the church's insurance company or the Charity Commission to report a serious incident.
  - Designated officer, formally known as the LADO (Local Authority Designated Officer), if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.
  - Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Coordinator, his/her absence or that of the Deputy should not delay referral to Social Services, the Police or taking advice from thirtyone:eight.
  - The Leadership will support the Safeguarding Coordinator/Deputy in their roles and accept that any information they may have in their possession will be shared in a strictly limited way on a need-to-know basis.
  - It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from thirtyone:eight, although the Leadership hope that members of the church will use the above procedure. If, however, the individual with the concern feels that the Safeguarding Coordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Officer as to the appropriateness of a referral they are encouraged to contact an outside agency direct. We hope by making this statement that the Leadership demonstrates its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the Safeguarding Coordinator/Deputy is to collate and clarify the precise details of the allegation or suspicion and, where appropriate, pass this information on to statutory agencies who have a legal duty to investigate.

### **Detailed procedures where there is a concern about a child:**

#### **Allegations of physical injury, neglect or emotional abuse of a child**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children's Services (or thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted Children's Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.

- For lesser concerns, (e.g. poor parenting), encourage the parent/carer to seek help, but not if this places the child at risk of significant harm.
- Offer to accompany them, if the parent/carer is unwilling to seek help. In cases of real concern, if they still fail to act, Children's Services should be contacted for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) in cases where the Safeguarding Coordinator/Deputy is unsure whether or not to refer a case to Children's Services.

### **Allegations of sexual abuse**

In the event of allegations or suspicions of sexual abuse, the Safeguarding Coordinator/Deputy will:

- Contact the Children's Services Duty Social Worker for children and families or Police Child Protection Team direct. They will not speak to the parent/carer or any other party implicated in the allegation.
- Seek and follow the advice given by thirtyone:eight if for any reason they are unsure whether or not to contact Children's Services/Police. Thirtyone:eight will confirm its advice in writing.

### **Detailed procedures where there is a concern that an adult is in need of protection:**

**Suspicious or allegations of abuse or harm include: physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse.**

If there is concern about any of the above, Safeguarding Coordinator/Deputy will:

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively thirtyone:eight can be contacted for advice.
- If the adult is in immediate danger or has sustained a serious injury, contact the Emergency Services, informing them of any suspicions.

If there is a concern regarding spiritual abuse, Safeguarding Coordinator will:

- Identify support services for the victim i.e. counselling or other pastoral support
- Contact thirtyone:eight and in discussion with them will consider appropriate action with regard to the scale of the concern.

### **Allegations of abuse against a person who works with children/young people**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Coordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures, will:



- Liaise with Children's Services regarding the suspension of the worker
- Make a referral to a designated officer, formerly called a Local Authority Designated Officer (LADO), whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

### **Allegations of abuse against a person who works with adults with care and support needs**

The Safeguarding Officer will:

- Liaise with Adult Services as regards the suspension of the worker, and
- Make a referral to the DBS following the advice of Adult Services.

The Care Act places the duty upon Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services rather than the church.

## **Section 5**

### **Pastoral Care**

#### **Supporting those affected by abuse**

The Leadership is committed to offering pastoral care and support, working with statutory agencies as appropriate, to all those who have been affected by abuse.

#### **Working with offenders and those who may pose a risk**

When someone attending the church's activities is known to be a risk to adults with care and support needs or to children, or is under investigation relating to these risks, the Leadership will supervise the individual concerned and offer pastoral care. In its safeguarding commitment to the protection of children and adults with care and support needs, the Leadership will set appropriate boundaries for that person that they will be expected to respect. These boundaries will be based on an appropriate risk assessment, together with consultation with appropriate parties, and may involve signing a written undertaking.

### **Adoption of the policy**

This policy was agreed by the Trustees of Hope Church Harrogate and will be reviewed annually:

Signed by: Adam Price

Position: Pastor

Signed by: Steve Williams

Position: Chair of Trustees

Date: 2<sup>nd</sup> December 2021

A copy of this policy is also lodged with: thirtyone:eight, Greenbox Storage, College Road, Swanley, BR8 7LT.