

St. Gabriel's Church Safeguarding Provision

Safeguarding Provision dated: 01 September 2019

Name: St Gabriel's Church (hereafter, "The Church")

Church Address:

Tewkesbury Close, Popley, Basingstoke, RG24 9DU

Office address and contact details:

Tewkesbury Close, Popley, Basingstoke, RG24 9DU

Phone: 01256 463024

Email: admin@stgabrielspopley.net

Reviewed:

Safeguarding Provision

The Parochial Church Council of St. Gabriel's Parish Church has a Policy for Safeguarding Children, Young People and Vulnerable Adults. A copy is available from the Church Office. Your booking agreement is conditional upon you complying with it unless you already have an equivalent policy of your own.

You are required to ensure that children, young people and vulnerable adults are protected at all times, by taking all reasonable steps to prevent injury, illness, loss or damage occurring; and that you carry full liability insurance for this.

In particular this means that:

- you will comply with good practice guidance for working with children and young people or vulnerable adults, contained in the **Parish Handbook***, unless you already have an equivalent;
- you will provide the church with a copy of your organisation's Safeguarding Policy/ies or if you do not have one adopt the current parish policy;
- you will recruit safely all current paid and voluntary workers who work with children and/or vulnerable adults, by obtaining satisfactory disclosures from the Disclosure and Barring Service where eligible, and keeping records of dates and disclosure numbers indefinitely;
- you will keep a list of the names of all paid and voluntary workers with regular and direct contact with children/vulnerable adults, and update it annually;
- you will always have at least two leaders over the age of 18 years in any group of children and young people, no matter how small the group;
- no person under the age of 18 years will be left in charge of any children or young people of any age;
- no child or group of children or young people should be left unattended at any time;
- a register of children, young people or vulnerable adults attending the activity will be kept securely. This will include details of their name, contact details of parent/guardian/carer etc., date of birth and next of kin;
- you will immediately (within 24 hours) inform the Parish Safeguarding Officer of:
 - (a) the occurrence of any incidents or allegations of abuse or causes of concern relating to members or leaders of your organisation that occur within the hirer's premises, and contact details for the person in your organisation who is dealing with it
 - (b) if you are aware of any known offenders against children or adults seeking to join your membership or any information of a safeguarding nature, which could have an impact on any aspect of public protection, you should disclose this to the Diocesan Safeguarding Manager and in addition, manage any safeguarding allegations or agreements with offenders in co-operation with statutory agencies, and with the church.

*Copies of the Parish Safeguarding Handbook are available on request from the Church Office.

Office opening hours are;

Monday, Tuesday, Thursday and Saturday mornings between 9.30-11am

The Parish Safeguarding Handbook is also available to download from our website

<https://www.stgabrielspopley.net/safeguarding/>

The Parish Safeguarding Officer for St. Gabriel's Church is:

Name: Amanda Lewington

E-mail: safeguarding@stgabrielspopley.net

Tel. No: 07866513270

Declaration

I agree to abide by appropriate safeguarding procedures. I understand that my booking agreement may be terminated in the event of my failing to comply with these procedures.

Signed Designation

Organisation Date

Please sign two copies, one to be retained by the church, and one by the organisation