

Safeguarding Policy

Kingsway Christian Fellowship (2018)



STAYING SAFE AND SECURE

This policy outlines the values, beliefs and commitment to keeping children, young people and vulnerable adults safe at Kingsway Christian Fellowship (KCF). This policy was agreed by Trustees and Leadership at KCF in October 2018 and will be reviewed October 2019. This policy will be reviewed annually.

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The Safeguarding Policy

Section 1 – Place of Worship – Organisation details.

Place of Worship	Kingsway Christian Fellowship
Address	Church Road, Waterloo, Liverpool, L22 5NA
Tel Number	0151 920 5111
Email	karen@kingswaycf.org.uk
Membership of denomination	Independent
Charity Number	1065048
Company Number	N/A
Regulators details	N/A
Insurance Company Public Liability Insurance	Baptist Insurance Company

SAFEGUARDING RESPONSIBILITY

Role	Name	Contact
Designated Safeguarding Officer	Andrea Vaughan	07554 457 912
Deputy Safeguarding Officer		
Deputy Safeguarding for young persons	Dave Courtney	07545 982 629
Deputy Safeguarding for vulnerable adults	Sue Thompson	07980529 599
Sefton Social Care Emergency Duty Team		0151 920 8234
Emergency Duty Team OUT OF HOURS		0151 934 3555
Sefton Local Authority Designated Officer	Pauline Trubshaw	0151 934 3783
Sefton Adult Social Care Team		0151 934 3737
NSPCC	National	0808 800 5000

Kingsway has no formal 'members' therefore any reference to 'members' means regular attenders.

Safeguarding Policy

The following is a brief description of our place of worship/organisation and the type of work/activities we undertake with children/vulnerable adults:

We are an independent church situated within the heart of the local community of Crosby. Our main worship service is held each Sunday morning and is attended by up to 200 adults and up to 50 children. We have Kids Church & Youth Church Classes for children ranging in ages from 4 to 17 years, as well as Kindlers; for caregivers and toddlers/young babies, from newborn to 4 years. We hold a range of day and night time activities throughout the week, including regular ministry work for children and adults. These activities are led by employed church workers and volunteers. Some participants include adults and children who do not normally attend Sunday services or are members of the church. The church office and building are open and used throughout the week. From time to time the church hosts midweek meetings conducted by churches and organisations outside of Kingsway Christian Fellowship. We also rent out rooms to local community groups.

List of regular Church activities:

- Small Groups & Prayer Meetings
- Bible Studies
- Community Drop-in
- Toddler Groups
- Youth & Children's Meetings
- Leaders Meetings
- Various ad-hoc activities.

Our Commitment

- 1.1 As a Church Leadership, we recognise our moral and legal responsibilities for the safeguarding of all children, young people under the age of 18 and vulnerable adults, as set out in: The Children Act (HM Government 2004); Adoption and Children Act (HM government 2002); Working Together to Safeguard Children (HM Government 2018); The Prevent Duty (DfE, 2015); Keeping Children Safe in Education (DfE, 2018) and What to do if you are worried a child is being abused (HM Government 2015) need to provide a safe and caring environment for children, young people and vulnerable adults.
- 1.2 We commit ourselves to the nurturing, protection and safeguarding of all children, young people and vulnerable adults associated with Kingsway Christian Fellowship and will pray for them regularly.
- 1.3 Through our day-to-day contact with children and families, Kingsway Christian Fellowship staff, trustees, volunteers and visitors have a crucial role to play in safeguarding children and vulnerable adults, promoting their welfare.
- 1.4 We recognise that it is the duty of all within the church family to prevent the physical, sexual, emotional abuse and neglect of children, young people and vulnerable adults.

- 1.5 We will exercise proper care when selecting and recruiting staff and volunteers onto the dedicated team at Kingsway Christian Fellowship Church.
- 1.6 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. Children and young people have the 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.” As a Leadership 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.
- 1.7 The policy and attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by the Churches' Child Protection Advisory Service (THIRTYONE:EIGHT).

The Church 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 employees and volunteers where appropriate 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 Officer in their work and in any action they may need to take in order to protect children and vulnerable adults.
- ensure that staff and volunteer responsibilities and procedures are fully understood and that they can recognise the signs and indicators of abuse and neglect
- ensure that staff and volunteer church members know and understand how to respond appropriately to any disclosure of abuse or neglect
- ensure that all disclosures of abuse are reported *without delay* to the designated Safeguarding Office.
- the Leadership agrees not to allow this document to be copied by other organisations.

Section 2 – Developing Safeguarding Awareness and Training

Recognising Abuse

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 a community setting. Very often the abuser is known or in a trusted relationship with the child or adult. The Leadership is committed to ongoing safeguarding training and development opportunities for all employees and volunteers, developing a culture of awareness of safeguarding issues to help protect everyone. All our employees and volunteers will receive induction training and undertake recognised safeguarding training on a regular basis.

Section 3 – Responding to and reporting abuse

Under no circumstances should a worker conduct their own investigation into an allegation or suspicion of abuse. If a child or vulnerable adult is in immediate danger ring 999, and ask for police. Otherwise follow procedure as below.

3.1 When abuse is disclosed

3.1.1 Every church member has a duty to report any abuse of children and young people (including all the abuse descriptors listed in Appendix 2 of this policy) to the designated Safeguarding Officer. It is also the duty of each church member to respond appropriately to concerns about the well-being and welfare of a child, young person or vulnerable adult and to report – **without delay** – any abuse disclosed, discovered or suspected. Kingsway Christian Fellowship will cooperate fully with any statutory investigation into any suspected abuse.

3.1.2 Sudden or dramatic changes in a child's behaviour or appearance may lead church members to suspect child abuse. This may include: weight loss; unexplained injuries; becoming withdrawn or angry; regressing into younger behaviours or saying things, which are not appropriate for the age or development. See Recognising Signs of Abuse Appendix 2.1

3.1.3 Children value being believed, as the adult they have chosen to tell, it is vital adults act on what they have been told:

- **Listen carefully to the child.** Avoid expressing your own views on the matter. A reaction of shock or disbelief could cause the child to 'shut down', retract or stop talking
- **Let them know they have done the right thing.** Reassurance can make a big impact to the child who may have been keeping the abuse secret
- **Tell them it is not their fault.** Abuse is never the child's fault and they need to know this
- **Say you believe them.** A child could keep abuse secret in fear they will not be believed. They have told you because they want help and trust you will be the person to believe them and help them
- **Do not talk to the alleged abuser.** Confronting the alleged abuser about what the child's told you could make the situation a lot worse for the child
- **Explain what you will do next.** If age appropriate, explain to the child you will need

to report the abuse to someone who will be able to help

- **Do not delay reporting the abuse.** The sooner the abuse is reported after the child discloses the better. Report as soon as possible so details are fresh in your mind and action can be taken quickly.
- **Do be aware a child may be being threatened not to tell.**
- **Do not ask leading questions as these have inbuilt assumptions** (“is that why you’re always late?”)
- **Do not try to investigate**
- **Do not ever promise confidentiality** (this must be passed on and cannot be kept secret)
- **Do not make assumptions or make promises of what might happen as a result of the disclosure**

For more information read:

THIRTYONE:EIGHT Guidance “Help – How to respond to allegations of Abuse?”

‘What to do if you are worried a child is being abused - 2015 Advice for practitioners’

DfE 2015

3.1.4 Where a worker or volunteer suspects abuse, they must report this to the Designated Safeguarding Officer (or deputy) including a written, dated and signed factual account.

3.2 Reporting the abuse.

3.2.1 How to respond after the disclosure, signs or discovery of abuse:

- Act quickly
- All concerns should be reported without delay, directly to the Designated Safeguarding Officer (or deputy)
- This should be followed immediately by a written account of the concerns, completed on Kingsway Christian Fellowship Incident Reporting Form – details below
- Do concentrate on presenting information clearly
- Consideration will need to be given to immediately protecting the child by contacting the police or other emergency services
- The Designated Safeguarding Officer (or deputy) will follow Sefton Local Safeguarding Children’s Board (LSCB) procedures
- Do not delay taking action (ie do not sleep on it)
- Do not discuss with anyone other than the Leadership member

3.2.2 Written Report - See template Appendix 4

3.2.3 Kingsway Christian Fellowship will communicate the following with parents and guardians:

The following statement is provided so that parents and guardians are informed about the statutory duties and responsibilities:

Kingsway Christian Fellowship ensures that children and young people learn in a safe, caring and enriching environment where they can encounter God and learn how to follow Him, love one another and serve Him in practical ways.

Section 4 – Safe Working and Prevention

4.1 Safe Practices, Safer Recruitment

The Leadership (Elders, Trustees and Leadership Team) at Kingsway Christian Fellowship is committed to safeguarding and promoting the welfare of children and young people. We expect all our staff and volunteers to share this commitment. We ensure all workers are appointed, inducted, trained, supported and supervised in accordance with government guidance on safe recruitment. Recruitment measures for volunteers and unpaid staff are the same as for those who are in paid employment. This includes ensuring that:

- There is a written job description/person specification for the post which makes reference to safeguarding and child protection, and suitability to work with children
- Those applying have completed an application form and a self declaration form
- Those short listed have attended a face to face interview that explores the candidates suitability to work with children as well as for the post
- Safeguarding has been discussed and recorded at interview
- We obtain independent professional and character references that answer specific questions to help assess a candidates suitability to work with children
- An Enhanced Disclosure and Barring check (DBS) has been completed (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Qualifications where relevant have been verified
- A suitable induction and training programme is provided for the successful candidate
- The successful candidate has completed an initial induction and a probationary period
- The candidate has been given a copy of the Kingsway Christian Fellowship safeguarding policy and knows how to report concerns.
- Identity checks have been carried out and verified
- Right to work in the UK checks have been carried out

Where a volunteer's role will be a one off, such as supporting staff on a day outing, measures would be unnecessary provided that the person is never left alone or unsupervised with children.

4.2 Management of Workers – Codes of Conduct

As a Leadership (Elders, Trustees and Leadership Team) we are committed to supporting all workers and ensuring they receive support and regular supervision. On induction, all workers have been issued with a Code of Conduct towards children, young people and vulnerable adults. The Leadership undertakes to follow the principles found within the 'Guidance for preventing abuse of trust' issued by the Home Office (see Appendix 3) and 'Guidance for Safer Working Practices' issued by the Safer Recruitment Consortium. It is

therefore unacceptable for those in a position of trust to engage in any behaviour that might allow a sexual relationship to develop for as long as the relationship of trust continues.

All staff and volunteers are given the opportunity to attend team meetings and training to help them develop their skills and to work together as a team. Ministry Leaders give encouragement and help, particularly when they are first appointed.

Abuse is more likely to occur where workers are not accountable to others.

Working as a team will help all our employed staff and volunteers show responsibility for and to each other and motivate them to strive for the best possible practice in their work. All employed staff and volunteers need to know who to talk to if they have a worry or concern. Procedures should exist to help and encourage employed staff and volunteers to report concerns (commonly known as 'whistle blowing').

4.3 Managing allegations against workers

4.3.1 What is an allegation?

An allegation may be that a worker has:

- Behaved in a way that has harmed, or may have harmed a child or vulnerable adult;
- Possibly committed a criminal offence against or related to a child; or
- Behaved towards a child or children in a way that indicates they may pose a risk of harm to a child

All allegations will be followed up and examined objectively by someone independent of Kingsway Christian Fellowship. The Local Authority Designated Officer will be informed of the allegation to enable proper investigation.

There may be up to three strands in the consideration of an allegation:

- Police investigation of a criminal offence;
- Enquiries and assessment by children's or adult social care about whether a child or vulnerable adult is in need of protection or in need of services;
- Consideration by an employer of disciplinary action in respect of the individual.

4.3.2 It is important that all leadership, staff and volunteers avoid putting themselves in situations that may lead to allegations being made against them. Having a Code of Conduct means that everyone has a clear, written understanding of what is acceptable behaviour.

This includes guidelines on managing digital technologies within Kingsway Christian Fellowship church building and when on outings. For example use of mobile phones, taking and storing of digital images and social networking

4.4 Working Safely - Ratios

Age of children	Number of adults	Number of children
Aged 0 - 2 years	1 adult	to 3 children
Aged 2 - 3 years	1 adult	to 4 children
Aged 4 - 8 years	1 adult	to 6 children
Aged 9 - 12 years	1 adult	to 8 children
Aged 13 - 18 years	1 adult	to 10 children

4.6 Technology Use and Scope

There are many uses of technology that uplift, unite, bring joy and spread the Good News. The internet is a great missionary tool, and countless lives are being blessed because of technology.

As a leadership we aim to protect children and young people from undesirable materials on the internet, to protect them from undesirable contact on the internet and to prevent unacceptable use of the internet by children and adults.

99% of children aged 8-17 access the internet
(Ofcom, 2008)

90% of children aged 5-16 now have a computer at home
(ChildWise, 2008)

The term online safety reflects a widening range of issues associated with technology and a users' access content, contact with others, and behavioural issues.

Online safety is a safeguarding issue not an IT/Computing issue.

In church, online safety is about ensuring the safe, responsible and respectful use of new technologies by everyone: leadership, members, staff, volunteers, visitors, parents and children.

Technology continues to develop quickly and its use in modern culture is ubiquitous. As a church we intend to use technology to bring the benefits of communication, community, education and so on. Some of the technologies we use require access to the Internet and as a church we provide staff with a wired and wireless office network and visitors and the congregation with a guest Wi-Fi network.

As a leadership we recognise that the Internet harbours a wide variety of content, some of which is unlawful and/or undesirable and as such in order to encourage safe use we need to do our best to protect everyone that uses our network to access the Internet. We consider that online safety reflects not only access to internet content, but behavioural interactions with other users.

Our church also takes seriously its obligations for the lawful use of members' data under the GDPR set forth in law and has a data protection policy (available on demand).

4.6.1 Online Safety

Online safety is a partnership between safeguarding and ICT, and we recognize the contribution that ICT tools and management processes can make in meeting our online safety goals. In church we define online safety as ensuring (where reasonably possible) the safe, responsible and respectful use of new technologies by everyone: leadership, staff, volunteers, visitors and children.

At this point it must be stated that it is **impossible** to guarantee that harmful, unlawful or undesirable websites/content cannot be accessed simply because at the time of writing there is no such technological tool that can provide that guarantee. However, the church does use web-filtering technology to aid in that process.

4.7 Mobile devices and other technology

Leadership, staff and volunteers can use their mobile phones with ChurchSuite (Our church management software) in order to record attendance for Sunday school and home groups, but will never use their own mobile device, tablet or other device in the classrooms (where children are present) to take photos, video footage or any other activity for personal use.

Section 5 Pastoral Care

5.1 Why Safeguarding?

Safeguarding is not an additional activity or a distraction from our normal acts of worship. Safeguarding is part of everyday life for all those who come into contact with children, young people and vulnerable adults.

As Christians, we must love one another, as Jesus loves us. This is one way that we can follow the example of Jesus. His commandments are such that we must be constantly vigilant that we are obeying them:

Proverbs 4:22 *“Keep your heart with all vigilance, for from it flows the Spring of Life.”*

John 13:34 *“A new commandment I give to you, that you love one another, even as I have loved you, that you also love one another.”*

Now we are to love others based on Jesus' sacrificial love for us. Such love will keep believers strong and united in a hostile world where children, young people and vulnerable adults may come to harm. Jesus was a living example of God's love, as we are to be living examples of Jesus' love.

Matthew 18: 5-6, 10 *“And anyone who welcomes a little child on my behalf, is welcoming me. But if you cause one of these little ones – who trusts in me – to fall into sin, it would be better for you to have a large millstone hung around your neck, and be drowned in the depths of the sea... See that you do not despise one of these little ones for I say to you that their angels in heaven continually see the face of my father who is in heaven”*

Children are trusting by nature. God holds parents and other adults accountable for how they influence children and young people.

Matthew 25: 35-40 *“For I was hungry, and you fed me. I was thirsty and you gave me a drink. I was a stranger, and you invited me to your home. I was naked, and you gave me clothing. I was sick, and you cared for me. I was in prison, and you visited me... I tell you the truth, when you did it to one of the least of these my brothers and sisters, you were doing it to me”*

This parable expresses a truth evident throughout Scripture that God identifies himself in the most personal way, with those who are in need. He calls HIMSELF the father of the fatherless, a defender of widows, the One who sets the lonely in families and who leads out prisoners with singing. God fills his people with love, a love that expresses itself by loving God and other people. This parable describes acts of mercy we can do every day to those in need. These acts do not depend on wealth, ability, or intelligence; they are simple acts freely given and freely received.

5.2 Supporting those affected by abuse

The Leadership is committed to offering pastoral care and support to those who have been affected by abuse, working with statutory agencies when they are involved and it is appropriate to do so.

5.3 Working with offenders

When someone attending the place of worship/organisation is known to have abused children, or is known to be a risk to vulnerable adults the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and vulnerable adults, set boundaries for that person which they will be expected to keep.

5.4 Healing and Wholeness

Job 10:12 *“You have granted me life and loving kindness. And your care has preserved my spirit”*

We acknowledge that we are all suffering with the consequences of living in a broken world. All of us have issues we need God’s help dealing with and want the church to be a centre of excellence in helping people to encounter the life changing power of the Holy Spirit.

We want to be a judgement free zone. We are all imperfect people and want to be a place where people can take the masks they hide behind completely off and be themselves without fear. In that environment, we want to give people an opportunity to meet with Jesus and we believe when people do, they begin to transform and over time are made whole (however long that takes!).

Section 6 – Practice Guidelines

As a place of worship working with children, young people and vulnerable adults we wish to operate and promote good working practice. This will enable volunteers and workers to run activities safely, develop good relationships and minimise the risk of false accusation.

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 vulnerable adults. Influences such as cultural tradition, belief and religious practice or differences in understanding, for example, what constitutes abuse.

We therefore have clear expectations of those with whom we work in partnership, whether in the UK or not. As part of our booking process we will communicate our safeguarding expectations and require that any organisation using our premises to serve or facilitate young people or vulnerable adults will have their own policy that meets current safeguarding law and good practice standards.

Good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and vulnerable adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

Staff/ Volunteer/ Trustee

Name _____

Signed _____

Date _____

APPENDIX 1

Leadership Safeguarding Statement

The Leadership of Kingsway Christian Fellowship recognises the importance of its ministry /work with children and young people and adults in need of protection and its responsibility to protect everyone entrusted to our care.

The following statement was reviewed by the leadership in October 2018

This place of worship/organisation is committed to the safeguarding of children and vulnerable adults and ensuring their well-being.

Specifically:

- We recognize that safeguarding children, young people and vulnerable adults is everyone's responsibility. We all have a duty to help prevent the physical, sexual, emotional and neglect of children, young people (under 18) and vulnerable adults and to report any such abuse that we discover or suspect. We will actively safeguard and promote their welfare
- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.
- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of vulnerable adults and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of vulnerable adults and will ensure all our policies and procedures reflect this.
- We believe all adults should enjoy and have access to every aspect of the life of the place of worship unless they pose a risk to the safety of those we serve.
- We undertake to exercise proper care in the appointment and selection of all those who will work with children and vulnerable adults.

We are committed to:

- Following the requirements for UK legislation in relation to safeguarding children and vulnerable adults and good practice recommendations.
- Respecting the rights of children as described in the UN Convention on the Rights of the Child.
- Implementing the requirements of legislation in regard to people with disabilities.

- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.
- Keeping up to date with national and local developments relating to safeguarding.
- Following any denominational or organisational guidelines in relation to safeguarding children and adults in need of protection.
- Supporting the safeguarding coordinator(s) in their work and in any action they may need to take in order to protect children/vulnerable adults.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting parents and families
- Nurturing, protecting and safeguarding of children and young people
- Supporting, resourcing, training, monitoring and providing supervision to all those who undertake this work.
- Supporting all in the place of worship affected by abuse.
- Adopting and following the 'Safe and Secure' safeguarding standards developed by the Churches' Child Protection Advisory Service.

We recognise:

- Children's Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a vulnerable adult.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Where working outside of the UK, concerns will be reported to the appropriate agencies in the country, in which we operate, and their procedures followed, and in addition we will report concerns to our agency's headquarters.
- Safeguarding is everyone's responsibility.

Appendix 2 – Recognising Abuse

Recognising Abuse

2.1 What is child abuse?

Child abuse is any action by another person – adult or child – that causes significant harm to a child. It can be physical, sexual or emotional, but can just as often be about a lack of love, care and attention. We know that neglect, whatever form it takes, can be just as damaging to a child as physical abuse.

An abused child will often experience more than one type of abuse, as well as other difficulties in their lives. It often happens over a period of time, rather than being a one-off event. And it can increasingly happen online.

Be aware safeguarding issues can manifest themselves via peer on peer abuse. This is most likely to include, but not limited to: bullying (including cyber bullying), gender based violence/sexual assaults and sexting. Staff and volunteers should recognise that children are capable of abusing their peers. Staff must challenge any form of derogatory and sexualised language or behaviour. Staff should be vigilant to sexualised/aggressive touching/grabbing particularly towards girls. Behaviours by children should never be passed off as ‘banter’ or ‘part of growing up’.

The DFE states:

‘peer on peer abuse should be taken as seriously as abuse by adults and should be subject to the same child protection procedures. Professionals should not dismiss abusive behaviour as normal between young people and should not develop high thresholds before taking action.’

Concerns should be referred to the Designated Safeguarding Officer. Victims of peer on peer harm should be supported by the church’s pastoral system and referred to specialist agencies including, as examples, ‘CAMHs’, ‘Brook’ and ‘Barnardos’. The church leadership team will support young people to become more resilient to inappropriate behaviours towards them, risk taking behaviours and behaviours that children may be coerced into including ‘sexting’ or ‘initiation/hazing’ behaviours.

2.1.1 Signs symptoms and effects of child abuse and neglect. What to look out for:

Source: NSPCC

The signs of [child abuse](#) are not always obvious, and a child might not tell anyone what is happening to them.

Children might be scared that the abuser will find out, and worried that the abuse will get worse. Or they might think that there is no-one they can tell or that they will not be believed.

Sometimes, children do not even realise that what is happening is abuse.

The effects of abuse may be short term or may last a long time - sometimes into adulthood. Adults who were abused as children may need advice and support.

2.1.2 Physical Abuse



Nearly 200 babies suffer from non-accidental head injuries each year.

Source: [Barlow, K.M. & Minns, R.A., 2000]

Physical abuse is deliberately hurting a child causing injuries such as bruising, broken bones, burns or cuts. It is not accidental - children who are physically abused suffer violence such as being hit, kicked, poisoned, burned, and slapped or having objects thrown at them. Shaking or hitting babies can cause non-accidental head injuries (NAHI). Sometimes parents or carers will make up or cause the symptoms of illness in their child, perhaps giving them medicine they don't need and making the child unwell – this is known as fabricated or induced illness (FI).

There is no excuse for physically [abusing a child](#). It causes serious, and often long-lasting, harm – and in severe cases, death.

2.1.3 Domestic Abuse



Around 1 in 5 children have been exposed to domestic abuse.

Source [Radford, et al, 2011]

Domestic abuse is any type of controlling, bullying, threatening or violent behaviour between people in a relationship. But it is not just physical violence – domestic abuse includes emotional, physical, sexual, financial or psychological abuse.

Abusive behaviour can occur in any relationship. It can continue even after the relationship has ended. Both men and women can be abused or abusers.

Domestic abuse can seriously harm children and young people. Witnessing domestic abuse is child abuse, and teenagers can suffer domestic abuse in their relationships.

2.1.4 Sexual Abuse



1 in 20 children in the UK have been sexually abused.

A child is sexually abused when they are forced or persuaded to take part in sexual activities.

This does not have to be physical contact and it can happen online.

Sometimes the child won't understand that what is happening to them is abuse.

Kingsway has no formal 'members' therefore any reference to 'members' means regular attenders.

They may not even understand that it is wrong.

2.1.5 Emotional Abuse

Emotional abuse is the on-going emotional maltreatment or emotional neglect of a child. It is sometimes called psychological abuse and can seriously damage a child's emotional health and development.

Emotional abuse can involve deliberately trying to scare or humiliate a child or isolating or ignoring them.

Children who are emotionally abused are usually suffering another type of [abuse or neglect](#) at the same time – but this is not always the case. Emotional abuse can have serious long-term effects on a child's social, emotional and physical health.

2.1.6 Neglect



1 in 10 children have experienced neglect.

25,500 children were identified

as needing protection from

neglect.



Neglect is the on-going failure to meet a child's basic needs and [is the most common form of child abuse.](#)

A child may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care.

A child may be put in danger or not protected from physical or emotional harm.

They may not get the love, care and attention they need from their parents.

A child who is neglected will often suffer from other [abuse](#) as well. Neglect is dangerous and can cause serious, long-term damage - even death.

Types of neglect:

Physical neglect

Failing to provide for a child's basic needs such as food, clothing or shelter. Failing to adequately supervise a child, or provide for their safety.

Educational neglect

Failing to ensure a child receives an education.

Emotional neglect

Failing to meet a child's needs for nurture and stimulation, perhaps by ignoring, humiliating, intimidating or isolating them. It's often the most difficult to prove.

Medical neglect

Failing to provide appropriate health care, including dental care and refusal of care or ignoring medical recommendations.

Source: [Horwath, 2007]

2.1.7 Online Abuse

Online abuse is any type of abuse that happens on the web, or through social networks, playing online games or using mobile phones. Children and young people may experience cyber bullying, grooming, sexual abuse, sexual exploitation or emotional abuse.

Children can be at risk of online abuse from people they know, as well as from strangers. Online abuse may be part of abuse that is taking place in the real world (for example bullying or grooming). Or it may be that the abuse only happens online (for example persuading children to take part in sexual activity online).

Children can feel like there is no escape from online abuse – abusers can contact them at any time of the day or night, the abuse can come into safe places like their bedrooms, and images and videos can be stored and shared with other people.

2.1.8 Grooming

Grooming is when someone builds an emotional connection with a child to gain their trust for the purposes of sexual abuse, sexual exploitation or trafficking.

Children and young people can be groomed online or face-to-face, by a stranger or by someone they know - for example a family member, friend or professional.

Groomers may be male or female. They could be any age.

Many children and young people do not understand that they have been groomed or that what has happened is abuse.

2.1.9 Bullying or Cyber bullying

Bullying is behaviour that hurts someone else – such as name calling, hitting, pushing, spreading rumours, threatening or undermining someone.

It can happen anywhere – at school, at home or online. It is usually repeated over a long period of time and can hurt a child both physically and emotionally.

Bullying that happens online, using social networks, games and mobile phones, is often called cyber bullying. A child can feel like there is no escape because it can happen wherever they are, at any time of day or night.

2.1.10 Female Genital Mutilation

Female genital mutilation (FGM) is the partial or total removal of external female genitalia for non-medical reasons. It is also known as female circumcision or cutting.

Religious, social or cultural reasons are sometimes given for FGM. However, FGM is child abuse. It is dangerous and a criminal offence.

There are no medical reasons to carry out FGM. It does not enhance fertility and it does not make childbirth safer. It is used to control female sexuality and can cause severe and long-lasting damage to physical and emotional health.

2.2 Who abuses children?

Children may be abused in a family or in an institution or community setting, by those known to them or, more rarely by a stranger. It is often an adult with whom the child has a valued relationship and they may be in a position of trust and responsibility within an organisation to which the child belongs or has contact.

The abuser may be an adult or a child or a group of adults and children. Abuse may be perpetrated by both males and females, the abuser may be any ethnicity, culture, class, sexuality, they may be a homeless person at a night shelter or a long standing member of the church council leadership team.

2.3 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 as our starting point as a definition of abuse, Article 19 which states:

- 1. States 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 which states:

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

2.4 Safeguarding Training

2.4.1 All staff and volunteers have equal responsibility to report their concerns about a child or young person or the behaviour of an adult to the Designated Safeguarding Officer of Kingsway Christian Fellowship. Whilst the Safeguarding Officer will normally make referrals to Children's Service, **any church member** can refer their concerns to children's social care directly in emergencies or if they feel they need to: (Sefton Children's Services: **0151 934 3783**).

2.4.2 Everyone with responsibility for children and vulnerable adults should be aware of Kingsway Christian Fellowship Safeguarding Policy

2.4.3 The Designated Safeguarding Officer (and any deputies) should undergo formal, specialist, safeguarding training to provide them with knowledge and skills required to carry out the role. This training should be updated at least every two years.

In addition to formal training, Safeguarding Officers should refresh their knowledge and skills (this might be through e-bulletins, meeting other safeguarding leads, or taking time to read and digest safeguarding developments) at least annually so they:

- Ensure each member of staff or appropriate volunteers have access to and understands Kingsway Fellowship safeguarding policy and procedures, especially new staff
- Are able to keep detailed, accurate and secure written records of concerns and referrals
- Encourage a culture of listening to children, young people and vulnerable adults, and being sensitive of their wishes and feelings, among all staff and volunteers
- Obtain access to resources and attend any relevant or refresher training

2.4.4 Raise awareness

- The Designated Safeguarding Officer (and any deputies) should ensure that Kingsway Christian Fellowship safeguarding policy is known, understood and used appropriately;
- Ensure Kingsway Christian Fellowship Safeguarding policy is reviewed annually and the procedures and implementation are updated and reviewed regularly;
- Ensure this policy is available on request and parents/carers are aware of the fact that referrals about suspected abuse or neglect may be made and the role of Kingsway Christian Fellowship in this;
- Link with Sefton's LSCB to make sure staff are aware of training opportunities and the latest local policies on safeguarding.

2.4.5 Children and Youth Workers must be aware of what to do if a disclosure is made.

2.4.6 Additional Child Protection Guidance provided to all adults working with children and young people will include:

- Kingsway Christian Fellowship Code of Conduct for staff and volunteers
- Guidance for Safer Working Practices for Adults Working with Children (Safer Recruitment Consortium 2015)
- A flowchart summarising the child protection procedures for Sefton LSCB
- Definitions of abuse or neglect and possible indicators
- Identified groups of children more vulnerable to abuse
- Specific guidance related to Female Genital Mutilation, Forced Marriage, Child Sexual Exploitation, Extremism and Radicalisation, Neglect and online-safety
- Dealing with allegations against staff and volunteers procedures
- Whistleblowing procedures
- 'What to do if you are worried a child is being abused 2015- Advice for practitioners DfE 2015'

We will review this statement and our policy and procedures annually.

If you have any concerns for a child or vulnerable adult, speak to one of the following who have been approved as safeguarding coordinators for this place of worship/organisation.

Andrea Vaughan Safeguarding Coordinator

Deputy Safeguarding Coordinator

Sue Thompson Deputy Safeguarding Coordinators for vulnerable adults

A copy of the full policy and procedures is available from Kingsway Christian Fellowship church office.

A copy of our safeguarding policy has been lodged with THIRTYONE:EIGHT

Signed: Pastor Rob Payet

Date

Appendix 3 – Abuse of Trust’s Guidance

Power and Positions of Trust.

All adults who come into contact with children, young people and vulnerable adults in their work have a duty of care to safeguard and promote their welfare. Whilst every attempt has been made to cover a wide range of situations, it is recognised that this guidance cannot cover all eventualities.

A Code of Conduct on sexual activity between individuals within a relationship of trust should contain the following points:

- A clear policy statement on the paramount need to safeguard and promote the welfare of children, young people/vulnerable adults and protect them from sexual activity from those looking after them within a relationship of trust.
- An explanation of the relationship between the Code on abuse of trust and policies and procedures for safeguarding young people and vulnerable adults more widely from other abuse.
- An explanation of the circumstances in which a relationship of trust will arise and the responsibility that arises from that relationship.
- A definition of those to be protected by the Code.
- A clear statement that any behaviour which might allow a sexual relationship to develop between the person in a position of trust and the individual or individuals in their care should be avoided; and that any sexual relationship within a relationship of trust is unacceptable so long as the relationship of trust continues.
- A clear supporting explanation of what behaviour is or is not acceptable within the particular organisation.
- A clear statement that all those in the organisation have a duty to raise concerns about behaviour by staff, managers, volunteers or others which may be harmful to those in their care, without prejudice to their own position.
- A clear statement that the principles apply irrespective of sexual orientation: neither homosexual nor heterosexual relationships are acceptable within a position of trust; and that they apply equally to all without regard to gender, race, religion, sexual orientation or disability.
- The detailed procedures to be put in place.
- The sanctions for abuse of trust; the seriousness of the abuse of trust should be reflected in the sanction. This is an area that should always be taken very seriously with dismissal as a possible sanction.

Appendix 4 – Reporting Abuse Templates

SAFEGUARDING INCIDENT/WELFARE CONCERN FORM
Kingsway Christian Fellowship

Name of child or vulnerable adult (initials only)	Age (of child) or D.O.B.
Name and position of person completing form (please print)	
Time and Date of incident/concern: dd.mm.yy	
Incident/concern (<i>please give details of who/what/where/when</i>)	
Any other relevant information (e.g. witnesses to the incident, immediate action taken)	
Action taken (such as reporting to one of the Safeguarding Officers)	
Reporting Staff Signature Date Safeguarding Team – Response /Outcome Signature Date.....	

APPENDIX 5

Safeguarding is a priority here

We are committed to following government and CCPAS guidelines on safeguarding children and vulnerable adults and good working practice, including safe recruitment of workers.

We work to a formal safeguarding policy and it can be seen on request from:

If you have any concerns regarding the safety or welfare of a child you can speak to:

_____ or _____

If you have any concerns regarding the safety or welfare of a vulnerable adult you can speak to:

_____ or _____

They have been appointed by the leadership to respond to any safeguarding concerns.

Signed _____ Date _____
On behalf of the Leadership

Useful Contacts

CCPAS
0845 120 45 50

Childline (for children)
0800 1111

NSPCC
0808 800 5000

Stop it Now
0808 1000 900

Through the Roof
01372 749955

Action on Elder Abuse
0808 808 8141

Childnet Int
www.childnet.com

CEOP
ceop.police.uk

NAPAC
020 3176 0560

