

# St Andrew's Bredfield Safeguarding Policy

## 1. Introduction

The care and protection of children, young people and vulnerable adults involved in church activities is the responsibility of the whole church. Everyone who participates in the life of the church has a role to play in promoting a Safer Church for all. Safeguarding is an integral part of the mission and ministry of the church in the Diocese of St Edmundsbury and Ipswich of which St Andrew's is a part and is in line with the Growing in God strategy. It also aligns with St Andrew's Value of being a loving church where every individual is valued. Safeguarding is everyone's responsibility. It is our policy to promote a safe environment and culture by:

- Safely recruiting and supporting all volunteers with any responsibility relating to those groups who are at increased risk of harm or abuse within the church;
- Responding immediately to every safeguarding concern or allegation;
- Caring pastorally for victims/survivors of abuse and other affected persons;
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons;
- Responding to those who may pose a present risk to others in consultation with the Safeguarding Officer and the Rector. In order to fulfil the above policy we will work with the Diocese to ensure that facilities are available to complete online DBS applications and to provide appropriate levels of safeguarding training in order to raise awareness and create an atmosphere of 'informed vigilance'. St Andrew's follows the Church of England and Diocesan Guidelines for safeguarding from the Diocese of St Edmundsbury and Ipswich as outlined here:

<https://www.cofesuffolk.org/promoting-a-safer-church>

Latest versions of the safeguarding documents referenced can be found here:

<https://www.cofesuffolk.org/safeguarding-resources/>

or [www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)

St Andrew's has adopted the Church of England's House of Bishops' Safeguarding Policy for children, young people and adults, Promoting a Safer Church ("the policy") with more details to be found in the Parish Safeguarding Handbook ("the Handbook") and the Roles and Responsibilities Practice Guidance ("the Guidance"). Collectively these are referred to Page 1 of 6 below as "the Church of England documents" or "the CofE documents".

To avoid duplication, and conflicting information, this document does not in general repeat that guidance, but shows how the guidance is applied specifically to St Andrew's.

## **2. Who is DBS checked?**

In St Andrew's all who are working with children and/or vulnerable adults are required to be DBS checked with roles clearly defined as to whether they were working with children or adults or both. All DBS checks carried out through the Diocese are at the Enhanced level.

In addition, leaders of any activity the group is running should have a DBS check. Depending on the nature and who is attending the activity, there are rules as to whether or not we can/need to do a DBS check and so each activity will need to be reviewed regarding the eligibility requirements of the DBS criteria. If in doubt, please contact St Andrew's Safeguarding Officer.

## **3. How are DBS checks carried out?**

St Andrew's Safeguarding Officer facilitates the DBS checking process. Please contact them to initiate your check.

- Paul Cannard – p.j.cannard@btinternet.com - mob. 07764 532154.

## **4. St Andrew's Safeguarding Lead**

All churches are required to have a named person responsible for Safeguarding. At St Andrew's this is Paul Cannard. He has completed Basic, Foundation and Leadership Safeguarding Training as well as Raising Awareness of Domestic Abuse. Stephen Stammers, Churchwarden, acts as a Deputy Safeguarding Officer. He has also completed Basic, Foundation and leadership Safeguarding Training.

## **5. What training is required for PCC members and others at St Andrew's?**

After changes to Church of England requirements of who in a parish context would need to do which level of safeguarding training, our training requirements as follows:

### **Basic Training**

All PCC members

### **Basic and Foundation Training**

PCC Members, Lightwave Group leaders, Leaders of Walking Activities, "Coffee and Cake" leaders/organisers

### **Raising Awareness of Domestic Abuse**

Parish Safeguarding Officer, Lay Elder

**All training information can be found here:**

<https://www.cofesuffolk.org/safeguarding-training>

Safeguarding Basic and Foundations Training can be completed online via the following link:

<https://safeguardingtraining.cofeportal.org/>

Anyone wanting support to complete Basic or Foundations training please contact the Safeguarding Officer. Safeguarding Leadership Training can be done as follows:

Attend an existing session, either in person or online – all of which are listed on the diocesan Eventbrite training page:

<https://www.eventbrite.co.uk/o/diocese-of-st-edmundsbury-and-ipswich-118742630476>

## **6. Safeguarding Risk Assessments**

In line with the Parish Safeguarding Handbook (see for example page 3 and page 44), all activity leaders must ensure an 'activity risk assessment' is completed and reviewed regularly for each activity which is associated with either children or vulnerable adults and run in the name of St Andrew's (see the Template Appendix 1).

## **7. Further Information**

We review the Safeguarding Policy and our safeguarding practice each year. If you have any concerns at any time about safeguarding St Andrew's please contact St Andrew's Parish Safeguarding Officer, Paul Cannard ([p.j.cannard@btinternet.com](mailto:p.j.cannard@btinternet.com))

Further useful information can also be found at the link below

<https://www.churchofengland.org/safeguarding/promoting-safer-church>

## **8. Management of Safeguarding in the Diocese of St Edmundsbury and Ipswich**

The Diocesan Safeguarding Officer (along with the St' Johns Safeguarding Team) is available to support St Andrew's in the development of its safeguarding arrangements, good practice, policy and training.

To ensure that allegations of abuse are appropriately referred to the statutory authorities ensuring the provision of appropriate advice and support to survivors and victims of abuse.

To make sure that those that pose a risk are appropriately supported and managed.

To advise St Andrew's on all safeguarding matters ensuring that all advice is in line with the law, government guidance and national policy and guidance from the House of Bishops. To work collaboratively with the National Safeguarding Team.

The DSO acts as an escalation point for all Safeguarding issues across the diocese, as well as providing help and support where necessary. The DSO will put other monitoring processes in place as necessary.

## 8.1. Record keeping

St Andrew's keeps records of:

Date of DBS check and DBS number

Date of training

Expiry of both

These records are only accessible to the Parish Safeguarding Officer, Paul Cannard

## 9. Contacts

The current St Andrew's Safeguarding team is:

Safeguarding Officer, Paul Cannard      [p.j.cannard@btinternet.com](mailto:p.j.cannard@btinternet.com)      07764 532154

Churchwarden, Stephen Stammers [steve\\_st.andrews@btinternet.com](mailto:steve_st.andrews@btinternet.com)      07704 856005

Diocesan Safeguarding Officer, Karen Galloway,      [karen.galloway@cofesuffolk.org](mailto:karen.galloway@cofesuffolk.org)  
07785 621319 (available 8am till 8pm)

## 10. Links and Information (All available on the Diocesan website)

Parish Safeguarding Handbook | [Link](#)

Parish Safeguarding Handbook Addendum | [PDF](#)

Recording Form for Safeguarding Concerns | [Word](#)

Promoting a Safer Church policy document | [PDF](#)

Promoting a Safer Church Poster | [PDF](#)

Roles and Responsibilities Practice Guidance | [PDF](#)

Safeguarding Privacy Policy | [PDF](#)

There is a Safeguarding Link on the front page of the St. Andrew's pages on the St John's website <https://stjohnswoodbridge.org.uk> and on the safeguarding page of "A Church Near You"

Posters are displayed around St Andrew's Church and St. Andrew's Church Room with contact details

Safeguarding is on the agenda of every PCC meeting at St Andrew's

## 11. FAQ's

**Where do I go if I have a Safeguarding concern at St Andrew's?**

If you have a concern, suspicion or allegation of abuse by observation, victim disclosure, abuser disclosure, reported by another person or anonymous communication, please, **if it does not delay referral**, speak to:

Our **Parish Safeguarding Officer** (if they are not implicated), **Paul Cannard (07764 532154)**

**OR**

The **Diocesan Safeguarding Officer, Karen Galloway (07785 621319)** (available 8am-8pm)

Bishop's Office, 01473 252829

**If this is not possible and the situation is urgent, you can:**

1. make a referral to Suffolk County Council, Customer First, **(0800 917 1109)**. The phone line is open Monday to Thursday, 8am to 5:20pm, and Friday, 8am to 4:20pm. Outside of these hours, this number will divert to the Emergency Duty Service.
2. Phone the police **(101 or 999 as appropriate)**

**Please make sure you:**

1. **write up a written copy of your verbal referral at the earliest opportunity for future reference**
2. **be prepared to provide further information as requested and commit to assisting as required until the conclusion of the investigation**

## **12. Policy Review**

This Safeguarding policy will be reviewed annually in July and updated as necessary.

Interim updates may be made if and when it becomes necessary.

Paul Cannard and Stephen Stammers 17/07/2025

Accepted by St Andrew's PCC on 17/07/2025