

Jubilee Church life centre

SAFEGUARDING POLICY

Along with details of the organisation and a statement of intent and commitment to safeguarding, the policy covers the following sections:

- Section 1. Place of worship / organisation details including Our Commitment**
- Section 2. Prevention**
- Section 3. Practice Guidelines**
- Section 4. Responding to Allegations of Abuse**
- Section 5. Pastoral Care**

Appendices:

- Appendix 1. Leadership safeguarding statement**
- Appendix 2. Definitions of Abuse (Children)**
- Appendix 3. Further Definitions of Abuse (Children)**
- Appendix 4. Possible Signs of abuse (Children)**
- Appendix 5. Possible Signs of Abuse (Adults)**
- Appendix 6. Effective Listening**
- Appendix 7. Safeguarding Code of Conduct**
- Appendix 8. Guidelines and Boundaries for Pastoral Care**

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

The Safeguarding Policy

SECTION 1

Details of the place of worship / organisation

Name of Place of Worship / Organisation:

JUBILEE CHURCH (ACM)

Address: **Jubilee Church Life Centre, 1-5 London Road, Grantham, Lincolnshire, NG31 6EY**

Tel No: **01476 565117** Email address: **admin@jubileegrantham.co.uk**

Senior Leader Name: **Russel and Nicci Whittaker**

Safeguarding Coordinator Name: **Nicci Whittaker**

Safeguarding Coordinator Contact: nicci.whittaker@jubileegrantham.co.uk

Charity Number: **1181444** (registered with the Charity Commission)

Insurance Company: **Public Liability Insurance held with Congregational Insurance**

The following is a brief description of our place of worship / organisation and the type of work / activities we undertake with children and adults who have care and support needs:

The church has a growing children's and young people's ministry which covers Sunday morning activities including Crèche, Sunday School & young people groups as well as midweek activities for young people. We run a number of community and outreach groups and activities which allows for adults with care and support needs to take part.

The Senior Leadership & Board of Trustees take seriously their responsibility to protect and safeguard the welfare of children, young people and adults with care and support needs entrusted to the church's care.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 Email: admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

Our Commitment

As a Leadership we 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.” 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.

- The policy and attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by thirtyone:eight.

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 Coordinator(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- the Leadership agrees not to allow the document to be copied by other organisations.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

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 a community setting. Very often the abuser is known or 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 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.

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

Definitions of abuse – See Appendix 2 & Appendix 3

Signs and indicators of abuse – See Appendix 4 & Appendix 5

How to respond to a child wishing to disclose abuse – See Appendix 6

Safer Recruitment

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

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

- There is a written job description / person specification for the post
- Those applying have completed an application form and a self-declaration form
- Those short listed have been interviewed
- Safeguarding has been discussed at interview
- Written references have been obtained, and followed up where appropriate
- A disclosure and barring check has been completed where necessary (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 training programme is provided for the successful applicant
- The applicant has completed a probationary period
- The applicant has been given a copy of the organisation's safeguarding policy and knows how to report concerns.

Safeguarding Training

- 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 with the Local Safeguarding Children's Board & Local Adult Protection Board
- 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 support and supervision. All workers have been issued with a code of conduct towards children, young people and adults with care and support needs. – See Appendix 7

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

SECTION 3

Practice Guidelines

As an organisation / place of worship 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 we are involved in including consent forms from parent / guardians where necessary.

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 in regards to 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 have a partnership agreement for safeguarding. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets thirtyone:eight's safeguarding standards.

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

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

SECTION 4

RESPONDING TO ALLEGATIONS OF ABUSE

Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse. Following procedures as below:

- Documenting a concern

The worker or volunteer should make a report of the concern in the following way:

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to:

Name: Nicci Whittaker (hereafter the "Safeguarding Co-ordinator")

Tel no: 01476 565117

Email: nicci.whittaker@jubileegrantham.co.uk

The above named is nominated by the Leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

- In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to:

Name: Rebecca Murray (hereafter the "Deputy ")

Tel no: 01476 565117

Email: rebecca.murray@jubileegrantham.co.uk

If the suspicions implicate both the Safeguarding Co-ordinator 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 003111

Alternatively contact Social Services or the police.

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

Name of Local Authority: Lincolnshire County Council

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

Children's Social Care tel: 01522 782111.

Out of hours tel: 01522 782333.

Adult Social Care tel: 01522 782155.

Out of hours tel: 01522 782333.

Police Protection Team tel: 01522 558 055.

- The Safeguarding Co-ordinator **may** need to inform others depending on the circumstances and/or nature of the concern including the Chair of Trustees to log that a safeguarding concern is being dealt with, Insurance company to log that there is a possibility of a serious incident concerning safeguarding or a Designated Officer (formerly LADO) if allegations have been made about a person who has a role with under 18's elsewhere or another denominational officer / Safeguarding Adviser
- 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 Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Care, the Police or taking advice from thirtyone:eight.
- The Leadership will support the Safeguarding Co-ordinator/Deputy in their role, 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 place of worship / organisation will use this procedure. If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the safeguarding co-ordinator/deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

Detailed procedures where there is a concern about a child:

Allegations of physical injury, neglect or emotional abuse

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 Social 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 Social Care.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Care direct for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

Allegations of sexual abuse

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact the Children's Social Care Duty Social Worker for Children and Families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by thirtyone:eight if, for any reason they are unsure whether or not to contact Children's Social Care/Police. Thirtyone:eight will confirm its advice in writing for future reference.

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

Suspensions or allegations of abuse or harm including; physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse

If there is concern about any of the above, Safeguarding Co-ordinator/Deputy will:

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

- 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 Co-ordinator 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 regards 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 Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Care in regards to 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 co-ordinator will:

- Liaise with Adult Social Care in regards to the suspension of the worker
- Make a referral to the DBS following the advice of Adult Social Care

The Care Act 2014 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

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

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 to decide not the church.

Whistleblowing

A Whistleblower is generally a term used for a person who works in or for an organisation and raises an honest and reasonable concern about a possible fraud, crime, danger or other serious risk that could threaten colleagues, service users, customers, members of the public or the success and reputation of the organisation.

All staff and volunteers should feel that it is safe and acceptable to inform us about any concerns they may have in order for their concerns to be investigated and action taken as soon as possible. It is recognised that staff or volunteers may be worried about reporting issues or concerns for a number of reasons including:

- Fear of reprisal or victimisation (e.g. loss of position);
- Too much to lose (reputation etc.);
- Feelings of disloyalty;
- Worries about who may be involved;
- You have no proof only suspicions;
- Fear of repercussions if there is no evidence or if you are proved wrong.

All genuine concerns are welcomed and will be treated seriously and we wish to assure all staff and volunteers that there is no reason to remain silent; the decision to raise concerns may be difficult but if the concerns are genuine then there is nothing to fear as they are following the Churches Code of Conduct in raising any concerns and helping the leadership protect their members and service users.

The Senior Leadership will not allow any harassment or victimisation and will take immediate action to protect those who raise concerns in good faith. If the concern proceeds into a formal investigation, the whistleblower may be required to give evidence along with any other witnesses and depending upon the circumstances, this may be done without disclosing the identity of the whistleblower.

This does not replace the Child Protection or Adult Social Care reporting procedure or the Churches existing Grievance, Disciplinary or Complaints policies.

The Whistleblowing law is contained in the Public Interest Disclosure Act 1998 (PIDA).

What Should Be Reported?

Whistleblowing arrangements are encouraged for issues such as: (please note this is not an exhaustive list)

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

- Conduct which is a criminal offence or breach of law;
- A breach of the Code of Conduct for staff and volunteers;
- Sexual, physical or verbal abuse of our members, employees, volunteers or service users;
- Dangerous procedures risking health and safety;
- Unauthorised use of public funds;
- Suspected fraud or corruption;
- Damage to the environment;
- Unethical or improper conduct;
- Services that fall seriously below approved standards or practice; or
- Failure to follow the Churches policies and procedures.

If you wish to raise something through the whistleblowing procedure please contact Nicci Whittaker, Centre and Finance Manager on 01476 565117.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

SECTION 5

Pastoral Care

Supporting those affected by abuse

The Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the place of worship/organisation.

Guidelines & Boundaries for Pastoral Care - see Appendix 8

Working with offenders and those who may pose a risk

When someone attending the place of worship / organisation is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person, which they will be expected to keep. These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.

An agreement/contract for managing offenders will be put in place when necessary in accordance with thirtyone:eight guidelines.

Offenders will be asked to strictly adhere to the clear boundaries and guidelines as set out in the contract. Each contract and boundaries will be tailored to suit the specific needs of the individual in order to protect those at risk at the highest possible level

Signed:



Nicci Whittaker, Centre and Finance Manager

Date approved: 1st September 2024

Review Due: 31st August 2025

Thirtyone:eight Model Safeguarding Policy – © thirtyone:eight 2020

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX 1

Leadership Safeguarding Statement

The Senior Leadership, Russel & Nicci Whittaker, 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.

We are committed to creating and enabling a healthy culture in order to minimise any coercion and control within our church.

The following statement was agreed by the leadership/organisation on: 26th March 2018 and reviewed annually, most recently on 7th June 2022.

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

Specifically:

- We recognise that we all have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.
- 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 adults who have care and support needs and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery 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/organisation 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 adults with care and support needs.
- We believe in the necessity of creating a healthy culture in our church where the value of all people is recognised and challenges are responded to appropriately.

We are committed to:

- Following the requirements for UK legislation in relation to safeguarding children and 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.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

- 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 co-ordinator/s in their work and in any action they may need to take in order to protect children/adults with care and support needs.
- 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/organisation 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 an adult with care and support needs.
- 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.

This statement and our policies and procedures are reviewed on an annual basis.

If you have any concerns for a child or adult with care and support needs then speak to one of the following who have been approved as safeguarding co-ordinators for this place of worship/organisation.

Nicci Whittaker – Child Safeguarding Coordinator
Rebecca Murray – Deputy Child Safeguarding Coordinator

Nicci Whittaker – Adult Safeguarding Coordinator
Rebecca Murray – Deputy Adult Safeguarding Coordinator

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

A full copy of the Policy and Procedure document can be found in the Policy File in the Reception of Jubilee Church Life Centre. Alternatively, you can request a copy by emailing admin@jubileegrantham.co.uk

Signed by leadership/organisation

Signed:



Nicci Whittaker
Senior Leader

Signed:



Russel Whittaker
Senior Leader

Date approved: 1st September 2024

Review Due: 31st August 2025

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX - 2

Statutory Definitions of Abuse (Children)

What is abuse?

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

Child protection legislation throughout the UK is based on the United Nations Convention on the Rights of the Child. Each nation within the UK has incorporated the convention within its legislation and guidance.

England

The four definitions of abuse below (and a few additional categories), operate in England based on the government guidance 'Working Together to Safeguard Children (2018)'.

Physical abuse: A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse: The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual abuse: Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit

acts of sexual abuse, as can other children.

Neglect: The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- a) Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- b) Protect a child from physical and emotional harm or danger
- c) Ensure adequate supervision (including the use of inadequate caregivers)
- d) Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Child sexual exploitation: Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology

Extremism: Extremism goes beyond terrorism and includes people who target the vulnerable – including the young – by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX - 3

Further Definitions of Abuse (Children)

Significant Harm: This relates to the degree of harm that triggers statutory action to protect a child. It is based on the individual child's health or development compared to that which could reasonably be expected of a similar child. E.g. severity of ill treatment, degree and extent of physical harm, duration and frequency of abuse and neglect, premeditation. Department of Health guidance suggests that 'significant' means 'considerable, noteworthy or important.'

Children in Whom Illness is Fabricated or Induced (formerly known as Munchausen's Syndrome By Proxy): This is a form of child abuse in which the parents or carers give false accounts of symptoms in their children and may fake signs of illness (to draw attention to themselves). They seek repeated medical investigations and needless treatment for their children. The government guidance on this is found in 'Safeguarding Children in whom Illness is Fabricated or Induced' (2002).

Spiritual Abuse: Linked with emotional abuse, spiritual abuse could be defined as an abuse of power, often done in the name of God or religion, which involves manipulating or coercing someone into thinking, saying or doing things without respecting their right to choose for themselves. Some indicators of spiritual abuse might be a leader who is intimidating and imposes his/her will on other people, perhaps threatening dire consequences or the wrath of God if disobeyed. He or she may say that God has revealed certain things to them and so they know what is right. Those under their leadership are fearful to challenge or disagree, believing they will lose the leader's (or more seriously God's) acceptance and approval.

In 2013 spiritual abuse was defined as "Spiritual abuse is coercion and control of one individual by another in a spiritual context. The target experiences spiritual abuse as a deeply emotional personal attack. This abuse may include:-manipulation and exploitation, enforced accountability, censorship of decision making, requirements for secrecy and silence, pressure to conform, misuse of scripture or the pulpit to control behaviour, requirement of obedience to the abuser, the suggestion that the abuser has a 'divine' position, isolation from others, especially those external to the abusive context."(Oakley & Kinmond, 2013)

Domestic Violence: The shared Association of Chief Police Officers (ACPO), Crown Prosecution Service (CPS) and government definition of domestic violence is: 'any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults, aged 18 and over, who are or have been intimate partners or family members, regardless of gender and sexuality.' (Family members are defined as mother, father, son, daughter, brother, sister and grandparents, whether directly related, in-laws or step-family.)

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

In 2004 the Government's definition of domestic violence was extended to include acts perpetrated by extended family members as well as intimate partners. Consequently, acts such as forced marriage and other so-called 'honour crimes', which can include abduction and homicide, can now come under the definition of domestic violence.

The Government revised its definition of domestic violence and abuse in March 2013 as:

"Any incident or pattern of incidents of controlling coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members, regardless of gender or sexuality." This can encompass, but is not limited to, the following types of abuse:

1. Psychological
2. Physical
3. Sexual
4. Financial
5. Emotional

"Controlling behaviour is: a range of acts designed to make a person subordinate and/or dependant by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour."

"Coercive behaviour is: an act or a pattern of acts of assaults, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim."

Family members are defined as mother, father, son, daughter, brother, sister and grandparents whether directly related, in-laws or step-family. However, this is not an exhaustive list and may also be extended to uncles, aunts and cousins etc.

The Home Office (2009) *What is Domestic Violence?* London: Home Office defines domestic violence as:

"Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults who are or have been intimate partners or family members, regardless of gender or sexuality"

Nearly a quarter of adults in England are victims of domestic violence. Although both men and women can be victimised in this way, a greater proportion of women experience all forms of domestic violence, and are more likely to be seriously injured or killed by their partner, ex-partner or lover. Forced marriage and honour-based violence are human rights abuses and fall within the Government's definition of domestic violence.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire, NG31 0E1.

Tel: 01476 565117 Email: admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

In 2016 the HM Government published a Violence Against Women and Girls (VAWG) Strategy which can be accessed [here](#)

Investigating complex (organised or multiple) abuse: This abuse may be defined as abuse involving one or more abusers and a number of children. The abusers concerned may be acting in concert to abuse children, sometimes acting in isolation, or may be using an institutional framework or position of authority to recruit children for abuse.

Complex abuse occurs both as part of a network of abuse across a family or community, and within institutions such as residential homes or schools. Such abuse is profoundly traumatic for the children who become involved. Its investigation is time-consuming and demanding work, requiring specialist skills from both police and social work staff. Some investigations become extremely complex because of the number of places and people involved, and the timescale over which abuse is alleged to have occurred. The complexity is heightened where, as in historical cases, the alleged victims are no longer living in the setting where the incidents occurred or where the alleged perpetrators are also no longer linked to the setting or employment role. (Working Together 2010 Sections: 6.10 – 6.11)

Sexually exploited children and young people: The Sexual Offences Act 2003 introduced a number of new offences to deal with those who sexually exploit children and young people. The offences protect children up to the age of 18 and can attract tough penalties. They include:

- paying for the sexual services of a child;
- causing or inciting child prostitution;
- arranging or facilitating child prostitution; and
- controlling a child prostitute.

Child Sexual Exploitation: Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

With regards to the addressing sexual exploitation of children at a more international level, the Interpol has also specified a list of appropriate terminology when referring to sexual crimes against children. The details for the same can be accessed [here](#).

Female Genital Mutilation (FGM): The World Health Organization defined FGM as all procedures involving partial or total removal or stitching up of the female genitalia or other injury to the female genital organs whether for cultural or other non-therapeutic reasons.

Jubilee Church (UK), 1-5 London Road, Grantham, Leicestershire, NG31 6EL

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

Working Together (2010) stated that:

“Female genital mutilation (FGM) is a collective term for procedures which include the removal of part or all of the external female genitalia for cultural or other nontherapeutic reasons. The practice is medically unnecessary, extremely painful and has serious health consequences, both at the time when the mutilation is carried out and in later life. The procedure is typically performed on girls aged between four and thirteen, but in some cases FGM is performed on new born infants or on young women before marriage or pregnancy. A number of girls die as a direct result of the procedure from blood loss or infection, either following the procedure or subsequently in childbirth.”

FGM has been a criminal offence in the UK since the Prohibition of Female Circumcision Act 1985 was passed. The Female Genital Mutilation Act 2003 replaced the 1985 Act and made it an offence for UK nationals or permanent UK residents to carry out FGM abroad, or to aid, abet, counsel or procure the carrying out of FGM abroad, even in countries where the practice is legal.

A mandatory reporting duty for FGM requires regulated health and social care professionals and teachers in England and Wales to report known cases of FGM in under 18-year-olds to the police. The FGM duty came into force on 31 October 2015.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX – 4

Signs of Possible Abuse (children & young people)

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life.

Physical

- Injuries not consistent with the explanation given for them
- Injuries that occur in places not normally exposed to falls, rough games, etc
- Injuries that have not received medical attention
- Reluctance to change for, or participate in, games or swimming
- Repeated urinary infections or unexplained tummy pains
- Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation*
- Cuts/scratches/substance abuse*

Sexual

- Any allegations made concerning sexual abuse
- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour
- Age-inappropriate sexual activity through words, play or drawing
- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations
- Eating disorders - anorexia, bulimia*

Emotional

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging.
- Depression, aggression, extreme anxiety.
- Nervousness, frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour
- Persistent tiredness
- Running away/stealing/lying

Neglect

- Under nourishment, failure to grow, constant hunger, stealing or gorging food, Untreated illnesses,
- Inadequate care, etc

*These indicate the possibility that a child or young person is self-harming. Approximately 20,000 are treated in accident and emergency departments in the UK each year.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX - 5

Signs of Possible Abuse in Adults

Physical abuse

History of unexplained falls, fractures, bruises, burns, minor injuries.
Signs of under or over use of medication and/or medical problems left unattended.
Any injuries not consistent with the explanation given for them
Bruising and discolouration - particularly if there is a lot of bruising of different ages and in places not normally exposed to falls, rough games etc.
Recurring injuries without plausible explanation
Loss of hair, loss of weight and change of appetite
Person flinches at physical contact &/or keeps fully covered, even in hot weather;
Person appears frightened or subdued in the presence of a particular person or people

Domestic violence

Unexplained injuries or 'excuses' for marks or scars
Controlling and/or threatening relationship including psychological, physical, sexual, financial, emotional abuse; so called 'honour' based violence and Female Genital Mutilation.
Age range extended to 16 yrs.

Sexual abuse

Pregnancy in a woman who lacks mental capacity or is unable to consent to sexual intercourse
Unexplained change in behaviour or sexually explicit behaviour
Torn, stained or bloody underwear and/or unusual difficulty in walking or sitting
Infections or sexually transmitted diseases
Full or partial disclosures or hints of sexual abuse
Self-harming
Emotional distress
Mood changes
Disturbed sleep patterns

Psychological abuse

Alteration in psychological state e.g. withdrawn, agitated, anxious, tearful
Intimidated or subdued in the presence of a carer
Fearful, flinching or frightened of making choices or expressing wishes
Unexplained paranoia
Changes in mood, attitude and behaviour, excessive fear or anxiety
Changes in sleep pattern or persistent tiredness
Loss of appetite
Helplessness or passivity
Confusion or disorientation
Implausible stories and attention seeking behaviour
Low self-esteem

Financial or material abuse

Disparity between assets and living conditions
Unexplained withdrawals from accounts or disappearance of financial documents or loss of money

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

Sudden inability to pay bills, getting into debt
Carers or professionals fail to account for expenses incurred on a person's behalf
Recent changes of deeds or title to property
Missing personal belongings
Inappropriate granting and / or use of Power of Attorney

Modern slavery

Physical appearance; unkempt, inappropriate clothing, malnourished
Movement monitored, rarely alone, travel early or late at night to facilitate working hours.
Few personal possessions or ID documents.
Fear of seeking help or trusting people.

Discriminatory abuse

Inappropriate remarks, comments or lack of respect
Poor quality or avoidance care
Low self-esteem
Withdrawn
Anger
Person puts themselves down in terms of their gender or sexuality
Abuse may be observed in conversations or reports by the person of how they perceive themselves

Institutional Abuse

Low self-esteem
Withdrawn
Anger
Person puts themselves down in terms of their gender or sexuality
Abuse may be observed in conversations or reports by the person of how they perceive themselves
No confidence in complaints procedures for staff or service users.
Neglectful or poor professional practice.

Neglect and acts of omission

Deteriorating despite apparent care
Poor home conditions, clothing or care and support.
Lack of medication or medical intervention

Self-neglect

Hoarding inside or outside a property
Neglecting personal hygiene or medical needs
Person looking unkempt or dirty and has poor personal hygiene
Person is malnourished, has sudden or continuous weight loss and is dehydrated – constant hunger, stealing or gorging on food
Person is dressed inappropriately for the weather conditions
Dirt, urine or faecal smells in a person's environment
Home environment does not meet basic needs (for example not heating or lighting)
Depression

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX - 6

How to respond to a child wishing to disclose abuse:

Effective Listening

Ensure the physical environment is welcoming, giving opportunity for the child or adult at risk to talk in private but making sure others are aware the conversation is taking place.

- It is especially important to allow time and space for the person to talk
- Above everything else listen without interrupting
- Be attentive and look at them whilst they are speaking
- Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used
- Try to remain calm, even if on the inside you are feeling something different
- Be honest and don't make promises you can't keep regarding confidentiality
- If they decide not to tell you after all, accept their decision but let them know that you are always ready to listen.
- Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language, Braille etc.

HELPFUL RESPONSES

- You have done the right thing in telling
- I am glad you have told me
- I will try to help you

DON'T SAY

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?
- Why? How? When? Who? Where?
- I am shocked, don't tell anyone else
- I promise to keep this secret.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

APPENDIX - 7

SAFEGUARDING CODE OF CONDUCT

All workers regardless of paid work or voluntary work will be given a copy of a clear policy statement which highlights the paramount need to safeguard and promote the welfare of young people / adults with care and support needs and protect them from sexual activity from those looking after them within a relationship of trust. All workers are required to read this statement.

The purpose of the Code is two-fold: – it aims to protect the young person / adults with care and support needs being looked after from an unequal and potentially damaging relationship; and – it aims to protect the person in a position of trust by preventing him/her from entering into such a relationship deliberately or accidentally by providing clear and enforceable guidance on what behaviour is acceptable.

Safeguarding Children, Young People and Vulnerable Adults - Code of Conduct

This Code of Conduct outlines the behaviour expected of Jubilee Church Staff and Volunteers.

This code has been developed to provide advice which will not only help to protect children, young people and adults with care and support needs, but will also help identify any practices which could be mistakenly interpreted and perhaps lead to false allegations of abuse being made against individuals.

Following this good practice code will also help to protect Jubilee Church by reducing the possibility of anyone using their role within the organisation to gain access to young people and adults with care and support needs in order to abuse them.

When working with children, young people and adults with care and support needs all staff and volunteers are considered to be acting in a position of trust. It is therefore important that staff and volunteers are aware that they may be seen as role models by young people and must act in an appropriate manner at all times and follow the code of conduct.

Jubilee Church will ensure that staff and volunteers are aware that sexual relationships with young people and young people aged under 18 are unlawful and could result in legal proceedings taken against them under the Sexual Offences Act 2003 (Abuse of position of trust). Sexual relationships between any member of staff or volunteer and adults with care and support needs using Jubilee Church services represent a serious breach of trust and are not permissible in any circumstances.

All members of staff and volunteers are expected to report any breaches of this code to the Nicci Whittaker in her role as Safeguarding Lead for Jubilee Church.

Staff who breach this code of conduct may be subject to disciplinary procedures. Serious breaches of this code may also result in a referral being made to a statutory agency such as the Police or Children's Social Care.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 **Email:** admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

Jubilee Church life centre

When working with children, young people and adults with care and support needs it is important to:

- Always follow Jubilee's safeguarding policy statement.
- Ensure that children and young people are not left unattended when under our care. Ensure that whenever possible, there is at least one adult present during activities involving children, young people and adults with care and support needs
- Listen to and respect children, young people and adults with care and support needs at all times.
- Always avoid favouritism.
- Treat children, young people and adults with care and support needs fairly and without prejudice.
- Value and take children, young people and adults with care and support needs contributions seriously.
- Ensure any contact with children, young people and adults with care and support needs is appropriate and in relation to the activity.
- Always ensure language is appropriate and not offensive or discriminatory.
- Recognise that special caution is required when you are discussing sensitive issues with children, young people or adults with care and support needs.
- Provide examples of good conduct you wish others to follow.
- Challenge unacceptable behaviour and promptly report all allegations/suspicions of abuse.

You must not:

- Patronise children, young people or adults with care and support needs.
- Allow allegations to go unreported.
- Develop inappropriate relationships such as contact with children, young people and adults with care and support needs that is not a part of the work of Jubilee Church and agreed with the leadership.
- Let children, young people and adults with care and support needs have your personal contact details (mobile number, address or social networking details)
- Use sarcasm or insensitive comments to children, young people and adults with care and support needs.
- Act in a way that can be perceived as threatening or intrusive.
- Make inappropriate promises to children, young people and adults with care and support needs, particularly in relation to confidentiality.
- Make suggestive or derogatory remarks or gestures in front of children, young people or adults with care and support needs.
- Jump to conclusions about others without checking facts and either exaggerate or trivialise child abuse issues.
- Rely on your good name or that of Jubilee Church to protect you from allegations.
- Take a chance when common sense, policy or practice suggests another more prudent approach.

Jubilee Church (ACM), 1-5 London Road, Grantham, Lincolnshire. NG31 6EY.

Tel: 01476 565117 Email: admin@jubileegrantham.co.uk

Web: www.jubileegrantham.co.uk / www.jubileeconference.co.uk

Registered Charity number: 1181444

APPENDIX - 8

Guidelines & Boundaries for Pastoral Care

When pastoral care is being offered to those who have been abused there are a number of issues to bear in mind. It is important that all pastoral carers know what abuse is, recognise possible signs and symptoms and know how to respond to concerns.

Those seeking pastoral care within an organisation are entitled to know what they can expect in terms of good conduct, that those caring for them are accountable and that the boundaries set are respected. Any code of conduct is equally applicable to volunteers and paid employees.

The pastoral carer can face difficult dilemmas including where pastoral relationships and friendships overlap. This can cause conflict of roles particularly in the area of confidentiality.

For this reason the following should be considered in any code of practice:

Those providing pastoral care should avoid any behaviour that may give the impression of favouritism or a 'special' relationship.

Where workers are providing mentoring and/or coaching roles this should be clearly defined. Pastoral workers should be aware of the pitfalls of over-dependency in pastoral relationships. This dependency can apply both ways. Ensure adequate supervision.

Workers should be aware of the limits of their ability/ competence and seek further help when faced with situations outside their expertise.

Pastoral relationships have been known to develop into romantic attachments (both ways). If this becomes an issue, the carer should declare this to their supervisor/manager or to the minister and another carer should be appointed. This is because all pastoral relationships are ones in which the worker is in a position of power and influence by virtue of their work or nature of the activity.

Where providing counselling or pastoral care, the person who has been abused may wish to talk to a person of the same or opposite sex or request two people are present, particularly if they are being visited at home. As power and control is so often present in abusive situations, it is important to treat any request seriously.