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Welcome to the latest edition of Safeguarding Matters, in which we bring you some exciting news about our new training programme for 2014.

Its been another busy year for all those involved in safeguarding across the Diocese, what with the changes to the Disclosure and Barring process, the launch of the new Update Service, the introduction of the 2013 Working Together guidance and the compulsory requirement for all those working in parishes with responsibilities for safeguarding children or adults to attend appropriate Diocesan training.

As we draw to the end of 2013, this might be a good time to reflect upon why these initiatives, and the many other safeguarding activities being undertaken with the church community, are so important. Recent research from the NSPCC shows that there has been a 40% increase in people coming forward to report concerns about abuse and neglect, yet despite this positive rise, they state that worrying levels of child maltreatment still exist and also new threats to children are emerging in relation to the digital world that many of them spend time in. This demonstrates that we can never consider that our work is done in terms of safeguarding and that there will always be more to do, but by every parish and individual playing their part and working together we can ensure that our most vulnerable groups receive the help they need.

## Applicant Only Certificates

We continue to have a number of Disclosure Certificates outstanding from new applicants who have applied for parish positions with children or vulnerable adults after June of this year.

We assume that these individuals are not currently undertaking any work in parishes, as to do so would be a breach of the Diocesan safeguarding procedures. However, we would be surprised if these volunteers have not been allowed to work in the parish since the summer!

All those who are responsible for appointing volunteers in the parish should be aware that these individuals should not start work until their incumbent has received notification from the Diocesan Safeguarding Office that they are cleared to do so. In some cases the applicant may approach the Safeguarding Representative or Incumbent directly with their copy of the disclosure certificate, however, we still require the certificate to be sent in to us, before we can clear them to start work.

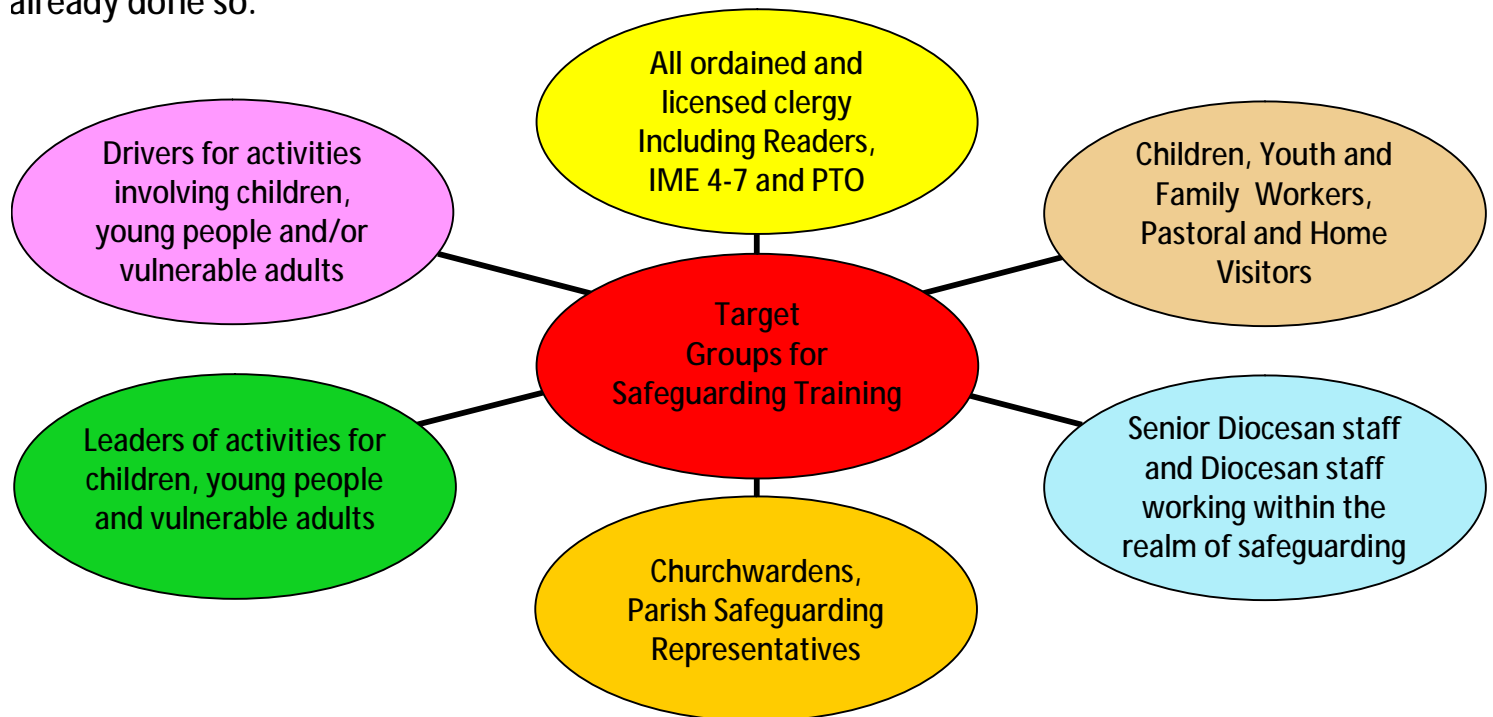
*The Ecclesiastical website states that 'If church members or people involved in running activities associated with the church are likely to come into contact with children or vulnerable adults, it is essential they have a criminal record check'.*

Therefore if you have individuals in your parish who are working with children or vulnerable adults that have not been cleared to do so by the Diocesan Safeguarding Office, your PCC should be made aware of this, as it might impact upon your insurance policy.

# 2014 TRAINING PROGRAMME

The Portsmouth Diocese has in place a robust safeguarding strategy to ensure that all children, young people and adults who may be vulnerable are kept safe within the church. A key element of this strategy is the training and development of clergy and lay personnel to ensure that all those who work with vulnerable groups are aware of their safeguarding responsibilities.

Therefore it is essential that all church personnel whose parish role requires them to have a DBS check, or who work within the realm of safeguarding attends safeguarding training if they have not already done so.



In 2014, Safeguarding Training will offer an essential programme which is mandatory to all those church personnel outlined above, with refresher training required every three years. In addition to this, training will be offered by external professionals on all aspects of safeguarding and details of these courses will be available on the website and through this newsletter throughout the year.

In 2014, E-learning will replace our Basic Awareness training workshops and will be compulsory for all members of Target Groups that have not yet attended a Essential Awareness workshop or need refresher training in 2014. Individuals who wish to register to access the on-line training should contact Theresa Winship with their name, parish role and e-mail address.

The details of the 2014 Training Programme are provided on the following page. Individuals who wish to book a place on any of these workshops must complete a booking form which will be available after Christmas and either e-mail or post this to the Diocesan Safeguarding Office. Course places cannot be confirmed without this form, as we no longer accept e-mail or telephone requests. We also require at least five working days notice to cancel a training place, as we can then allocate the space to another delegate.

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# 2014 ESSENTIAL TRAINING PROGRAMME

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## Basic Awareness E-Learning Programme (Children & Adults)

Intended For: All members of Target Groups

When

Within three months of commencement of role and thereafter every three years.

For IME 4-7 -in first year of curacy. For Readers – Within three months of selection

Details

Individuals who wish to register to access the on-line training should contact Theresa Winship with their name, parish role and e-mail address.

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## Managing those who pose a Risk within church

Intended For: All members of Parish Management/Support Groups who are supervising an offender in liaison with the Diocesan Safeguarding Adviser

Dates: Tuesday, 4<sup>th</sup> February, 2014 at 2.00pm

Wednesday, 26<sup>th</sup> February at 6.00pm

Thursday, 20<sup>th</sup> March at 2.00pm

Trainers: Ian Berry, Diocesan Safeguarding Adviser and Jackie Rowlands, Hampshire Police and MAPPA Co-ordinator

Venue: Conference Room, Peninsular House, Portsmouth

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## Safeguarding Policy Training for Mangers

Intended For: All Clergy with oversight responsibilities, Churchwardens, Parish Safeguarding Representatives. IME 4-7, Readers

When

Within three months of commencement of role and thereafter every three years.

IME 4-7 – Ideally Year 6. Readers – During third year of training

Trainer: Mary Daisy, Safeguarding Policy and Training Adviser

Dates: Dates to be announced in January 2014

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## Recruiting and Managing Volunteers Safely

Intended For: All Clergy with oversight responsibilities, Parish Safeguarding Representatives and Group Leaders of activities and events for children and young people who are responsible for appointing or supervising workers and volunteers in church.

Trainer: Mary Daisy, Safeguarding Policy and Training Adviser

Dates: Dates to be announced in January 2014.

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# Lone Working



At times, many church employees or volunteers will be in situations where they are a 'lone worker'. This might be because they are the only person on the church premises or they might be working away from the church undertaking home visits. Whatever the reason, lone workers are at greater risk of harm than others because they do not have the help or support of their co-workers if there is a problem. It is, therefore very important for parishes to have suitable systems in place in order to protect their lone workers and

volunteers, and it is recommended that the following guidance is adopted by the PCC's and communicated to all workers in the parish.

1. Identify all workers and volunteers who work alone either all or some of the time, as part of their church role. Find out the locations of lone working and the tasks carried out, and any risks associated with these. This exercise should be undertaken in conjunction with the lone workers in the parish as they are the best people to know what their role entails.

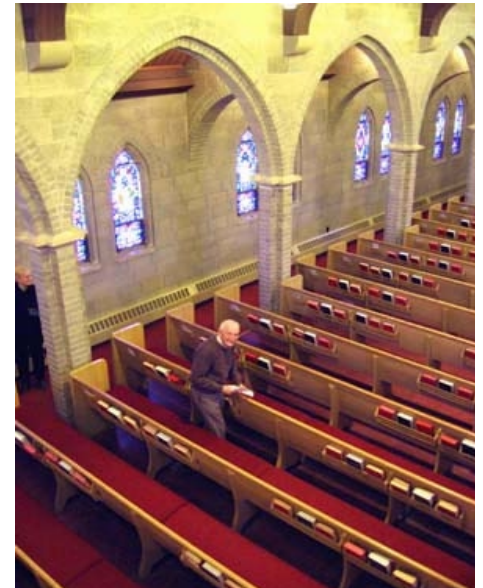
2. If any risks are identified, appropriate measures need to be taken to either eliminate these or reduce them. Consideration should be given to the follow issues:

*When undertaking home visits, does the residence present any specific risks to the worker, i.e. are there animals present?, is there a safe way in and out for one person?, Is there a risk of violence?, are women especially at risk working alone?*

*Is the lone worker medically fit and suitable to work alone?, what happens if a person becomes ill or has an accident or there is an emergency?*

3. The PCC is responsible for putting in place safe systems of work to ensure the lone worker can undertake their role safely. Measures that might be implemented to reduce risk might include training, supervision, robust record keeping, and/or a system for calling for help.

Once the appropriate measures are in place, parishes should ensure that personal safety is kept on the agenda, and made a regular item at meetings. This will reassure workers and volunteers that their safety is paramount and that even when they are alone they have backup.



[www.portsmouth.anglican.org/safeguarding](http://www.portsmouth.anglican.org/safeguarding)

This link will take you straight to Safeguarding on the Diocesan website