

ISSUE  
**18**

DECEMBER 2016

# Safeguarding Matters

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Welcome to our Winter newsletter, which will be the last in this format due to our intention to move towards a more paperless way of working next year, which will mean Safeguarding Matters being distributed wholly as a electronic document.

Since our first newsletter in 2008, technology has significantly changed the way in which we communicate with one another, and has also become an essential part of the learning process. This has been particularly highlighted in the numbers of people who have accessed our on-line training this year—over 800 so far! Also, within the changing landscape of child and adult safeguarding our church leaders will continue to require more advice and support on a range of safeguarding issues, and therefore moving to a more web-based system of working will not only be more economical and eco-friendly, but will also enable us to make immediate updates to our safeguarding policy and procedures so that parishes have instant access to the latest information.

As another year draws to a close, we would like to wish our readers a wonderful restful Christmas, and to thank you for all that you do to ensure those around you are safeguarded and protected.

*The Diocesan Safeguarding Team*

## Home Workers



Those who are responsible for doing DBS checks in their parish should be placing an X in the 'yes' box in field x66 of the DBS application form if ....

***'The applicant carries out some or all of their work with children, young people or adults with care and support needs from the place where the applicant lives'.***

As well as clergy, this would include lay workers who use their homes for church activities with children and young people under the age of 18, where their parents are not present, and they are carrying out the functions of teaching, training, instruction, guidance and/or supervision. For further guidance about home based positions please contact the Safeguarding Office or visit

<https://www.gov.uk/government/publications/dbs-home-based-positions-guide>

## Applicants from Overseas

The DBS cannot access criminal records held overseas, and therefore in order to provide a complete picture of an individual's criminal history, further checks may be required for applicants applying for roles in the church who have lived or spent time overseas (outside of holidays) from the relevant embassy/consulate/high commission in the country they resided to obtain a certificate of good conduct/character. As a result, we have made some changes to the **Evidence Seen Sheet** and this **must** now be included with all DBS applications.

For further information please contact the Safeguarding team or visit

<https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants>



# MODERN SLAVERY EVENT

Modern slavery encompasses slavery, human trafficking, forced labour and domestic servitude. It is a growing issue affecting men, women and children with almost a 50% increase in the number of cases reported in the UK since 2012. The Modern Slavery Act 2015 sets out a range of measures on tackling modern slavery and human trafficking including enhancing the protection of victims as well as tougher penalties and sentencing rules for those involved in this crime.

As part of the Church's wider commitment to combatting modern slavery and human trafficking, the Portsmouth Diocese is holding an Awareness and Action Day in January to raise people's understanding and engagement with this issue.

## **Modern Slavery Awareness and Action Day**

**9.45am—3.15pm with Buffet Lunch  
Saturday 21st January 2017  
Portsmouth Cathedral  
High Street, Old Portsmouth**

**This event will feature keynote speakers from  
Stop the Traffik, Hampshire Constabulary,  
Barnardos and the Hampshire and Isle of Wight  
Modern Slavery Partnership.**

**To book: Visit  
[www.portsmouth.anglican.org/modernslavery](http://www.portsmouth.anglican.org/modernslavery)  
Or e-mail Revd Edwina Fennemore at  
[cefennemore@gmail.com](mailto:cefennemore@gmail.com) by 9th January 2017**



# 2017 TRAINING PROGRAMME

The introduction of a national Safeguarding Learning and Development framework has placed safeguarding training as a priority for all Dioceses. As a result, we have made some changes to our training programme to support its implementation, and we are pleased to confirm details of our 2017 programme below:



## Basic Awareness Children/Adults (C0) - E-Learning Module

**For:** Incumbents; Team Vicars; House for Duty with parish leadership; Stipendiary clergy in IME Phase 1 (1-3); Licensed Lay Ministers: Self Supporting Clergy (NSM); Clergy with PTO; Spiritual Directors; Readers; Safeguarding Leads on PCCs/Parish Safeguarding Representatives; Leaders of children and adult activities; PCC members; Employed and Voluntary Youth, Children and Families workers; Pastoral Assistants/Visitors; Drivers for activities involving vulnerable groups.

**When:** Mandatory within three months of commencement of role

**Covers:** Introductory training towards increasing and improving knowledge and understanding of child/adult protection

**Details:** This module can be completed individually or delivered face-to-face in the parish. Group training packs are available from the Safeguarding Office for church leaders wishing to deliver this training in a group session.

***This training is a pre-requirement for access to modules C1 and 2***

## Refresher Training Children/Adults (C1)

**For:** See above.

**When:** 3 year refresher training

**Covers:** Signs and Symptoms of abuse and abusive behaviour; What to do if you are concerned; Working safely in your role.

**Details:** This will be available as a half day (or evening) taught course in parishes. For more information please contact the Diocesan Safeguarding Office.



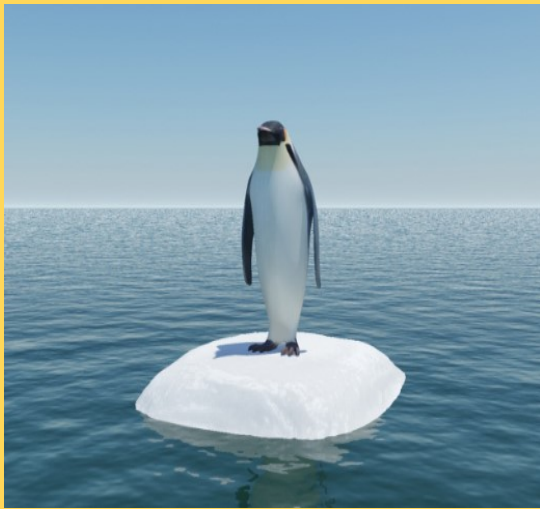
# 2017 TRAINING PROGRAMME

## Leadership Module (C2/S1)

- For:** Incumbents; Team Vicars; House for Duty with parish leadership; Stipendiary clergy in IME Phase 2 (4-7); Churchwardens; Safeguarding Leads on PCCs/Parish Safeguarding Representatives; Leaders of children and adult activities
- When:** Mandatory within six months of commencement of role and thereafter every three years
- Covers:** Roles and Responsibilities; Promoting and Supporting Safeguarding; Challenges of Church Leaders; Policies and Procedures: Safer Recruitment
- Details:** This will be a full-day module from 9.30am to 4.30pm with lunch provided.
- Dates:** Wednesday, 22nd February 2017, Peninsular House, Portsmouth  
Thursday, 30th March 2017, Quay Arts Centre, Newport, Isle of Wight  
Tuesday, 25th April 2017, Peninsular House, Portsmouth  
Thursday, 8th June 2017, Peninsular House, Portsmouth  
Tuesday, 11th July 2017, Quay Arts Centre, Newport, Isle of Wight

## Domestic Abuse (S3)

- For:** Incumbents; Team Vicars; House for Duty with parish leadership; Stipendiary clergy in IME Phase 2 (4-7); Readers; Parish Safeguarding Representatives; Leaders/workers of children and family activities; Pastoral Assistants/Visitors.
- When:** Mandatory for Incumbents; Team Vicars; House for Duty with parish leadership; Stipendiary clergy in IME Phase 2 (4-7); Lay workers and volunteers working with adults, children or families are also strongly encouraged to attend this module in order that they have a basic awareness of the issues surrounding domestic abuse.
- Covers:** Recognising domestic abuse; the impact of domestic abuse; Responding to domestic abuse
- Details:** This will be a 3 hour module delivered by external trainers with knowledge of working with individuals affected by domestic abuse.
- Date:** Wednesday, 8th March 2017, Peninsular House, Portsmouth 9.30am-12.30pm



## Lone Working

Whilst lone working is an everyday and essential practice for clergy and some church workers, such as pastoral visitors, it is important that the additional risks that arise from lone working are fully understood. The aim of the Diocesan Lone Working Policy is to help everyone think about how to undertake lone working safely, and we are pleased to confirm that this policy is now available to download at:

[http://portsmouth.anglican.org/what we do/safeguarding children and adults/lone working/](http://portsmouth.anglican.org/what_we_do/safeguarding_children_and_adults/lone_working/)

## Promoting a Safer Church

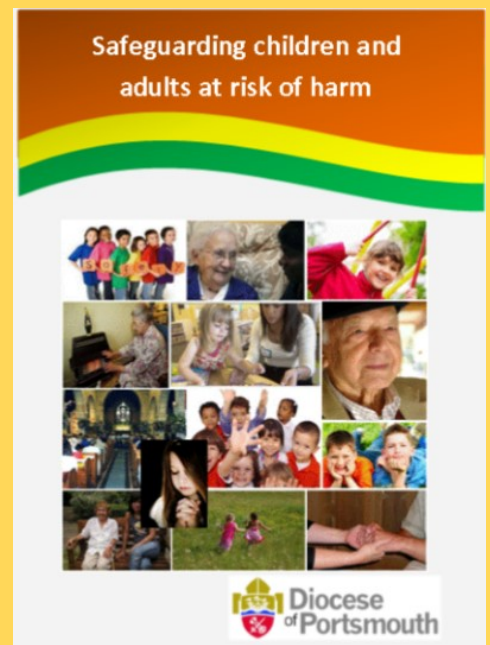
The Church of England's key policies on safeguarding children and adults have now been merged into a single policy called 'Promoting a Safe Church'. Following consultation the aim is to present a short policy statement to the House of Bishops in January 2017, with good practice guidance and procedures to follow sometime next year.

## In Safe Hands

Once the Church of England policy 'Promoting a Safer Church' has been fully implemented, the Diocesan Safeguarding handbook 'In Safe Hands' will be reformatted into guidance, procedures, model tools and templates. The aim will also be to move to a full electronic manual in 2017.

## Pocket Guides

Our safeguarding children and adults pocket guides are available to any parish who require them. They can be carried in a wallet, purse or pocket and are an invaluable on-the-spot reference for individuals who are working with children and/or adults with vulnerabilities as part of their church role. They contain the essentials on good working practice, responding to children or adults where there are concerns/allegations of abuse, as well as important telephone numbers and contacts. To order supplies please contact the Safeguarding Office on Tel:02392 899665.



**SAFEGUARDING TRAINING BOOKING FORM 2017**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Post code: \_\_\_\_\_ Contact Telephone No: \_\_\_\_\_

Email: \_\_\_\_\_

Parish: \_\_\_\_\_ Role: \_\_\_\_\_

Any special requirements: e.g. access/dietary, etc. \_\_\_\_\_

Please tick the training module/s you wish to attend below.

**C2/S1 Leadership Module (All day 9.30am-4.30pm including lunch)*****Completion of the e-learning basic awareness module/s (C0) is a pre-requisite of attendance***Wednesday 22nd February, Peninsular House ☐Thursday 30th March, Quay Arts Centre, Isle of Wight ☐Tuesday 25th April, Peninsular House ☐Thursday 8th June, Peninsular House ☐Tuesday 11th July, Quay Arts Centre, Isle of Wight ☐**S3 Domestic Abuse (9.30am—12.30pm)**Wednesday 8th March, Peninsular House ☐

**Training Booking forms can be posted to Theresa Winship at the Diocese of Portsmouth Safeguarding Office, First Floor, Peninsular House, Wharf Road, Portsmouth, PO2 8HB or emailed to [theresa.winship@portsmouth.anglican.org](mailto:theresa.winship@portsmouth.anglican.org) If you have not received confirmation of your booking within 7 working days please contact us on Tel: 023 92 899665/677.**

**Data Protection Act 1998**

This information will be used for the registration process and will be destroyed within 12 months with the exception of name, role and parish which will be retained for our training records.

