

**Lickey Parish
Holy Trinity with St. Catherine's, Blackwell**

***PRIVILEGES AND RESPONSIBILITIES
OF
WORKING WITH CHILDREN***

***The Parish Policy to Safeguard our Children and Young People
from harm.***

2017 - Collated From

Protecting All God's Children – The Child Protection Policy of the Church of England, 2010

God's Children: Our Diocese – A policy for the Diocese of Birmingham to protect and promote the interests of children and young people, 2011

Birmingham Diocesan Policy on Child Protection from Drug Abuse

Promoting a Safer Church – Church of England Safeguarding policy statement, House of Bishops

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Role of the Church

Gospel

The church is called to share the good news of God's salvation through Jesus Christ. The life of our communities and institutions is integral to how we address this task. The Good News speaks of welcome for all, with a particular regard for those who are most vulnerable, into a community where the value and dignity of every human being is affirmed and those in positions of responsibility and authority are truly trustworthy. Being faithful to our call to share the gospel therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.

Responsibility of the Church

It is the responsibility of everyone in a church community to take action if they have a concern about a child. Some church members, i.e. children's leaders, youth workers, members of the clergy and group leaders will have direct contact with children, so it is more likely concerns will come to their attention. However, this does not remove the responsibility from the rest of the congregation.

Human Rights and the Law

The Church recognises the personal dignity and rights of all children, young people and adults, as enshrined in the Human Rights Act 1998 and the 1989 United Nations Convention on the Rights of a Child.

Safeguarding work is undertaken within this legislative framework supported by government guidance, which sets out a range of safeguarding duties, responsibilities and best practice.

The following core principles underpin the Church's approach to safeguarding practice:

- The welfare of the child, young person or vulnerable adult is paramount (for adults please refer to Promoting a Safer Church, Policy for safeguarding for adults in the Church of England included in this pack)
- Integrity, respect and listening to all
- Transparency and openness
- Accountability
- Collaboration with key statutory authorities and other partners
- Use of professional safeguarding advice and support both inside and outside the Church
- A commitment to the prevention of abuse
- The active management of risk
- Promoting a culture of informed vigilance
- Regular evaluation to ensure best practice

1. Privileges and Responsibilities of Working with Children and Young People

All information on this page is included in a pack for Leaders.

The care and nurture of our children in faith is a very special vocation. As members of our church family we have the joy of being called to serve God in a uniquely privileged position. This requires from us a response of prayerful commitment in obedience to Our Lord.

In recognition of this we acknowledge that it is our privilege:

- To pray regularly for all the children of our church family by name as they grow up in faith.
- To do everything in our power to create a welcoming and loving environment for them in our church and to take every opportunity to encourage others to do the same.
- To support and encourage their parents/carers in every way that we can as they undertake the difficult task of bringing up children in the faith in our secular society.
- To join with them each week as one family in Christ to worship and serve God in our parish.

As leaders of children and young people groups we commit ourselves to:

- Prayerfully study the material in the resource books, together with the relevant Bible passages, asking for God's guidance in our choice of activities.
- Prepare our lessons, activities and materials with care and thoughtfulness.
- Arrive in good time to ensure that the room is ready and materials set out.
- Create an atmosphere of loving acceptance where our children may flourish, by listening to their stories and sharing life with them.
- Pray with our children and so help them to become people of prayer as they grow in the spirit.
- Set a good example of Christian life and witness by our own lives of loving service to others in the worshipping communities of Holy Trinity and St. Catherine's churches.
- Safeguard the security and health of the children committed to our care by familiarising ourselves with this policy and abiding by these guidelines at all times.

Holy Trinity, Lickey with St. Catherine's, Blackwell, PCC is aware of its responsibility to the children and young people in the parish. Accordingly, we recognise that the opportunity to nurture and guide the young members of our church communities is a privilege and a challenge that we are pleased to accept. We have every confidence in the commitment and integrity of those currently responsible for this work in both churches.

2. Parish Safeguarding Team

There is a strong and committed Safeguarding Team for Lickey and Blackwell parish comprising the following people:

Marlene Parsons – Safeguarding Co-ordinator and Identifier

Emma Sargeant – Identifier

Maggie Forknell – Identifier

Keith Parsons – PCC Member with Responsibility for Safeguarding

The Safeguarding Co-ordinator adopts the role of parish representative on all matters relating to the protection of children and young people and is commissioned to assist the parish to develop a culture of “informed vigilance”. The Safeguarding Co-ordinator will be notified to the Bishop’s Adviser for Children’s Ministry and will be kept informed of policy developments and training events within the Diocese of Birmingham.

The Safeguarding Team will provide support and advice in all aspects of child protection and safe practice to those responsible for working with children and young people on behalf of the church and members of the congregation.

The main elements involved in keeping children and young people safe in church are:

- Recruiting leaders and volunteers safely
- Maintaining adequate policies and procedures
- Providing training
- Planning activities to ensure safe practice
- Responding appropriately to the children and young people in our care
- Identifying concerns and taking appropriate action when necessary
- Managing risks from known abusers

In order to ensure that we all work together to keep children and young people safe, we remember that it is necessary at all times for church members to:

SHARE RESPONSIBILITY

SHARE INFORMATION

3. **Basic Principles about Working with Children**

Our ways of working with children are shaped by our own experiences of being children, and of raising or caring for children, by our culture and beliefs, and by the community and the state.

Our theological and Christian understanding about children and our practice is a profound influence.

The Children Act 1989 states that the welfare of the child is paramount and that, when considering a child's needs, issues of race, religion, language and culture must be taken into consideration.

The UN Convention of the Right of the Child and the Human Rights Act 1998 address, among other things, issues of gender, disability and sexual orientation of children.

Good Working Practice

- Treat all children and young people with dignity and respect
- Respect personal privacy
- Be sensitive to others
- Be sensitive to a child's wish to opt out of an activity
- Provide access for young people to talk to other people, for example Youth Leaders and members of the Safeguarding Team, about their problems
- Follow accepted guidelines regarding contact with children and young people
- Challenge unacceptable behaviour e.g. bullying
- Plan activities appropriately
- Do not rely on your good name to protect you
- Provide an example for others to follow
- Do not show favouritism to any individual
- Remember that your actions may be misinterpreted by others
- Regularly review your work with others
- Never exaggerate or trivialise child abuse issues
- Be aware of inappropriate physical contact
- Seek support i.e. don't try to deal with everything on your own

4. Recruiting Leaders and Volunteers Safely

Prospective leaders and volunteers who are to be engaged in **regulated activity** with children and young people on behalf of our parish are required to have a defined role. Ultimate responsibility for the safe recruitment of suitable children's workers and youth workers lies with the Incumbent (vicar).

Regulated activity includes the following church roles:

- Crèche supervisor
- Sunday Club volunteer
- Leaders of children's mid-week activities
- Leaders of mixed age activities

Prior to appointment it will be necessary to:

- Read and understand the Role Description and be prepared to undertake any training required;
- Name **two referees** to assess suitability to work with children and young people. One referee should, if possible, be from the current employer or previous church. References will be treated in the strictest confidence;
- Complete a **Confidential Declaration Form** as required by the Bishop. Completed forms will only be read by Identifiers/Vicar and subsequently stored securely for an indefinite period. Volunteers under the age of eighteen years must complete the form in the presence of a parent or responsible adult and both should sign the form. Leaders must notify the Safeguarding Co-ordinator when a volunteer leaves a group so that information may be kept up to date;
- Have an **interview** with the Identifier/Incumbent at which the 'Privileges and Responsibilities' document will be discussed and the applicant will be asked to accept the guidance contained within it;
- During an interregnum Group Leaders should notify Church Wardens and the Safeguarding Co-ordinator if new leaders or volunteers are to join them. The above procedures must be followed and interviews will be arranged with the Area Dean if necessary.

If the decision is made to appoint, the appointee should:

- Provide a satisfactory enhanced DBS (was CRB) disclosure.
- Complete a Self-Declaration Form and a Volunteers Contact Details Form.
- Have a probationary period.
- Appointments will be made for an initial period of three months after which the Group Leader and the volunteer will have the opportunity to discuss the way forward, and either may terminate the agreement if this is appropriate.

- Offers of help will not be accepted from anyone who is not known to the church or who has not been recruited using the procedure above. Should declaration forms, interview or DBS check reveal reasons why an individual should not work with children and young people, support will be offered by the incumbent. In line with Diocesan policy, the Bishop will also be informed.

All leaders and volunteers must be familiar with and accept the guidelines set out in the 'Privileges and Responsibilities' document and follow them. In particular all leaders and volunteers should be aware of the procedure to be followed regarding cases of suspected or alleged child abuse or inappropriate behaviour.

Disclosure and Barring Services (DBS)

The Independent Safeguarding Authority (ISA) merged with the Criminal Records Bureau (CRB) in 2012 to form the Disclosure and Barring Services. They maintain a list of those individuals who are 'barred' from working with children and/or vulnerable adults. It is an offence for those who are barred to work or volunteer, or try to work or volunteer, with vulnerable groups or for parishes to knowingly employ them or use them as volunteers to work with vulnerable groups. There is also a requirement to inform the DBS if a paid employee or volunteer is dismissed or removed because they have harmed a child or vulnerable adult, or if they would have been dismissed or removed had they not left voluntarily.

Mixed Age Activities

There is a growing awareness within the church of the need to take extra steps to safeguard children within group activities where the accepted good practice in child protection may not be in place. The current Church of England policy is that the leader of a mixed age activity and one other adult should provide a satisfactory standard DBS check (as opposed to all adults in the group).

This will apply to regular activities and to one-off events, such as music or singing groups, musical or drama productions (where the parents of the children and young people involved are not present).

It is assumed at church events where children and young people remain in the care of a parent or other adult with designated responsibility for them (agreed with the parent or guardian), the appropriate level of supervision will be provided and those children are not included in the calculation of staffing ratios.

Under 18s

The church encourages suitable young people under the age of 18 to develop as young leaders through their involvement in leading activities throughout church, including working with children and young people.

However, the following guidelines should be adhered to all times;

- Under 18s should not be placed in a position where they take sole responsibility for others under 18.
- They must not be regarded as an adult when calculating staffing ratios; in fact they should be counted into the number of under 18s for the purpose of calculating staffing ratios.
- Because young leaders should be working under the constant supervision of at least one adult, there is no legal requirement for them to be subject to a DBS check. However the Diocese recommends that when young people who are regularly assisting in leadership roles (albeit under supervision) reach the age of 16, they should be asked to fulfil the same checking and recruitment procedures as an adult. The age 16 relates to the age when they are eligible to go onto the electoral roll and become members of the PCC. Sources of ID can include a letter from the young person's head teacher confirming their identity.

5. **Policies and Procedures**

The parish policy, '**Privileges and Responsibilities of Working with Children: the parish policy to safeguard children from harm**', is to be reviewed on a regular basis, updated as necessary and arrangements made for monitoring its effectiveness. The Parish Safeguarding Co-ordinator is responsible for ensuring that these tasks are completed.

Copies of the Policy will be available in areas where the activities take place with children and young people on behalf of the church.

During the safe recruitment procedure, the Identifier/Incumbent (vicar) will discuss the importance of following this Policy during the interview with prospective applicants for work with children or young people on behalf of the church.

Hirers of Church Premises

The PCC has a duty of care to advise individuals and organisations working with children and young people who hire or use church property, of their responsibility as hirers for the welfare and safety of the children in their care and the importance of maintaining a healthy and safe environment.

All hirers should be made aware of the parish policy and a copy should be displayed prominently in each room being hired. They should be informed of the name and contact details of the Parish Safeguarding Co-ordinator and made aware that their activity is not insured under church insurance.

The churches of Holy Trinity and St. Catherine's together with the Trinity Centre and the Wheel are covered for Public Liability Insurance with Ecclesiastical

Insurance Group. The observance of 'reasonable care' is a standard insurance condition. As the policyholder the PCC, together with those responsible for the administration of our churches has a duty to ensure safe practice and to implement this policy as a condition of the insurance cover.

The Incumbent and the Parish Administrator, on behalf of the PCC will ensure guidance is provided for all hirers and users of church premises through the lettings policy. All long term and regular hirers will have access to this policy. They will be asked to confirm that they are familiar with and working in accordance with supplementary guidance in respect of safe recruitment and taking action when there are concerns about a child's welfare.

Organisations who hire church premises for activities with children or young people should sign a statement (see Appendix V – God's Children our Diocese 2011) confirming that workers/volunteers who staff their activities will comply with all current safeguarding legislation and government guidance and will make themselves familiar with the Parish's Safeguarding Policy.

Private individuals who wish to hire church premises for ad-hoc events must sign the statement in Appendix V (see Appendix V – God's Children our Diocese 2011) agreeing to take full responsibility for the children and young people at their event.

6. Training

The church makes a commitment to arrange regular training in Safeguarding for workers and volunteers who have contact with children on behalf of the church and for others who hold positions of responsibility across the Parish. The Diocese of Birmingham recommends that anyone who supervises or works directly with children and young people should repeat this training at least every three years.

7. Planning Activities to ensure Safe Practice when working with Children and Young People

To keep children safe and to prevent allegations being made against workers, the church agreed the following guidelines, which must be followed at all times:

Staffing Ratios

Leaders and volunteers should plan activities that allow two or more adults to be present or within sight or hearing of the group at all times. They should avoid being alone with a child behind a closed door. In extreme circumstances where this is unavoidable, another volunteer should be aware of the situation and be nearby in the building.

For safety reasons, the following ratios are recommended:

Age Group	Staff	Children
0 – 2 years	1 for every	3
2 – 3 years	1 for every	4
3 – 8 years	1 for every	8
8 – 17 years	1 for first	8 then
	1 for every	12

As a general rule, however, there should be at least two suitably recruited adults working with each group of children or young people at each session. This is only a minimum and should be adjusted according to the activity or the building or the ability of the children.

Anyone under the age of 18 years old cannot be included in staff ratio and should not be solely in charge of a group. Other factors that may need to be taken into consideration when making decisions about staffing ratios:

- The age of the children or young people
- The venue in which they meet
- The level of their abilities
- Any special needs
- The activity to be undertaken
- The need for special instruction

It is advisable to have volunteers of both genders if working with mixed gender groups. Judgements should be made on the basis of varying circumstances, e.g. if children meet in a site with separate rooms, it may be appropriate to open the doors and have a 'floating adult'. In very public rooms, such as the crèche facility in Holy Trinity church, it might be considered acceptable on occasion for one worker to supervise during a service as long as there are no more than three children left without a parent.

When young people are being taken off church premises, the ratio of staff to young people will depend upon:

- The distance from home
- The 'risk' factor in the activities to be undertaken
- The type of transport available
- The environment

Also be aware of changing circumstances, such as the weather. It is advisable to take mobile phone however if going to an isolated area check with the phone service provider about reception.

Transporting children and young people

It is important to clarify the context in which transport is being offered in order for those who have parental responsibility to give informed consent. Transport may be provided by a church leader, acting on behalf of the church, or by an individual, requested by a church leader to provide a lift for a child or young person on behalf of the church – in this context the guidance given in this section must be followed.

Alternatively, transport provided by a private individual offering lifts to others: e.g. a parent offering a lift to the child of another parent – in this context it is the responsibility of the private individual and the parent/carer to obtain/give consent and negotiate arrangements.

Private Cars – Only cars fitted with seat belts front and rear may be used, and the numbers of children transported should not exceed the number of seat belts available. All children should be restrained by an appropriate car seat belt and/or a child seat as defined by current legislation. The legal obligations outlined below relating to mini-buses are also binding upon car drivers in this respect. Another responsible adult must accompany the driver, to assist with any emergencies.

The PCC must advise car owners that it is their responsibility to check that they have held a valid full and clean driving licence for over two years, that their vehicle is taxed and has a current MOT certificate if applicable and is insured for the transportation of children and young people. Any driver who has an endorsement of 6 points or more on their licence or who has an unspent conviction for a serious road traffic offence must report this to the Parish Safeguarding Co-ordinator/incumbent. Drivers with unspent convictions for serious road traffic convictions should not be allowed to transport children for the church. Vehicle owners must check with their insurers that they are insured to transport passengers on behalf of an organisation rather than an individual. Those organising outings requiring the use of private cars are responsible for ensuring that drivers are aware of the above. A risk assessment for each outing should always be carried out.

Mini Buses – Only mini buses fitted with seat belts, front and rear, may be used and the seat belts must be worn. If children under 14 are carried without an available belt, the driver is committing an offence. The driver is not responsible for passengers of 14 years and above. The Law contains complex references to child ages and heights, and can be summarised as follows:

- If there is a seat belt available anywhere in the vehicle, it must be used.
- Children under 12 and under 1.50 metres in height may not be carried unrestrained in the front of a vehicle, even if there are no seat belts available.
- Children under 3 should be carried in a child restraint.
- Children under 12 should wear an appropriate child restraint, but if this is not available, they should wear an adult belt.

When using a mini bus whether owned, hired or borrowed drivers must hold the correct permit on their driving licence to conform to current legislation. There should be another adult travelling in the rear of the vehicle responsible for ensuring a reasonable standard of behaviour and see that seat belts remain fastened and supervise boarding and alighting.

Photography

- The Data Protection Act affects the use of photography. There are several issues to be aware of:
- Permission must be sought from all the people who will appear in a photograph, video or web cam image before the footage is recorded.
- Written parental consent must be obtained to photograph children or young people. Explanations about what will happen to the photographs/recordings and who will have access to them must be provided beforehand. This will ensure that parental consent is suitably “informed”.

It must be clear:

- Why that person’s image is being used
- What it will be used for
- Who might want to look at the pictures
- Where digital images will be stored; and
- Who will have access to the stored images

We now live in an age where the use of technologies, particularly digital capabilities, makes the reproduction and distribution of photographic images extremely easy. We are also aware that it is possible to manipulate quite innocent images of children and young people for the purposes of creating sexually abusive images for distribution. It is therefore extremely important that we at church take care to ensure that we do not inadvertently enable others to abuse any of the photographs or recordings that we make.

If someone has been asked to make an official record of an event on behalf of the church then it is important that the above guidelines are followed.

Images, which are put onto church websites, can be copied. Such images should therefore not enable the identification of individual children or young people. It is advisable to only include group shots, preferably where faces of individual children are obscured from view. Similarly, names or other identifying information should not be posted onto websites along with photographs. It is not necessary to acquire parental consent if taking shots of large crowds.

If photographs of children and young people are to be displayed in church, then it is important to remember that unless these are secured, for example behind glass, then it will be possible for people to remove them.

A distinction will need to be made, however, when private individuals wish to make photographic or video recordings of children and young people at church events. In these circumstances the church member is acting as a private individual and not on behalf of the church and, therefore, the same strict guidance does not apply. However, it is sensible for individuals to observe the following:

- Establish who is responsible for the child or young person and only take photographs or make video recordings if verbal parental consent is given (it is probably better not to record a child if their parent is not present to give consent).
- Ensure safe storage of recordings:
- Do not post any recordings of children or young people onto the internet without parent's explicit permission.

We also need to be aware that mobile phones with camera and video facilities could be used inappropriately in church.

If we become concerned about the behaviour of an adult we should share our concerns with the Parish Safeguarding Co-ordinator or the Incumbent (vicar).

E-mail and mobile phones

We now live in an age where there are many different modes of communication. Youth leaders in particular may use a range of technologies to communicate with young people they are working with on behalf of the church.

The key points to remember in all communications are:

- That communication with children and young people should be open and in a public domain – not private.
- That church leaders are aware you are communicating with young people and parents/carers agree with this.
- That relationship boundaries are adhered to at all times.
- That particular care is taken to ensure that appropriate language and behaviour are employed and that the risk of misinterpretation is minimised.

The following guidance should be followed:

- When using email to communicate with young people, avoid sending emails to individual young people and, as a general rule, copy to a church leader;
- Save any text messages sent to young people to ensure that an open record exists and avoid sending messages to individual young people where possible;
- Ensure that no inappropriate or embarrassing photographs are taken or sent of young people;
- Encourage young people to report any communications that they are uncomfortable with, to include abusive, obscene, threatening or bullying emails or text messages.
- Establish some boundaries with young people about appropriate use of text or email between them and the worker.

Websites

Those responsible for administering websites on behalf of the church should ensure the following:

- Written parental/carer permission has been secured before taking or using any photographs.
- Only group photographs are used rather than pictures of individual children where possible;
- All children and young people are appropriately clothed in pictures;
- Individual children cannot be identified by the information provided about them.

Social networking

Online social networks are becoming increasingly popular as a method of communication between people who share interests and activities. Most social network services are primarily web based and provide a collection of various ways for users to interact with each other, such as chat, messaging, email, video, voice chat, file sharing, blogging and discussion groups.

Popular examples of social network sites are Myspace, Bebo and Facebook, which allow users to create a personal 'profile' for themselves where pictures can be uploaded and the user can be 'friends' with other users. Some social networks have additional features, such as the ability to create groups that share common interests, upload videos and hold discussion forums.

Workers who set up a personal webpage the following good practice is recommended:

- Consider the aim and purpose of the site before you do anything.
- Make the site specific to a group or project.
- The profile/group site needs an administrator who takes responsibility for the 'friends' who are allowed on the site.

- The Administrator needs to continually monitor the content of the site.
- Think carefully about the boundaries between your church 'role' and your personal life.
- Check Privacy and Security options contained in the site.
- Inform your PCC about your site and obtain their permission.
- Ensure church leaders, and where possible, parents give their consent for you to have under 18's as 'friends' on the site.
- If using an on-line name or alias obtain agreement with church leaders and ensure parents, children and young people know this is not your real name, never attempt to conceal your identity.
- Work with young people to explore both opportunities and risks associated with social networking.
- Do not add or accept anything on site that could bring the name of the church into disrepute.
- Do not use photographs of under 18's unless you have obtained parental/carer consent, and only on a site with controlled access.
- If anyone under 18 wishes to enter into an online communication with you, obtain their parents/carers permission in writing.
- Be aware you site may be totally wholesome, you have no control over the content of your friends' site which are only a click away.

In summary, workers need to take a responsible approach to the sharing of information about themselves and the use of personal webpages generally. It is necessary at all times to ask the question:

"How does this reflect on the church, given my role as a leader in a position of responsibility?"

Providing access to computers

Appoint a responsible person as 'System Administrator' who would issue passwords, set security levels and monitor activity on computers on church premises. **If a System Administrator cannot be resourced then computers should not be accessible to children.**

Guidelines:

- Fit a locking device and use passwords.
- Ensure internet access or email software uses filtering software which blocks certain sites.
- Use security facilities available on your computer(s) as appropriate.
- Teach children to deal with the danger – spend time on the web with them and discuss sites and help them to discriminate.
- Encourage all potential internet users and the parents/carers to agree and sign an agreement (for example see Appendix S1 God's Children – Our Diocese 2011).

- Ensure potential users complete and sign an internet consent form including parental permission (for example see Appendix S2 God's Children – Our Diocese 2011).
- Anyone working on behalf of the church, who wishes to enable children and young people to have access to computers, should take advice from the Parish Safeguarding Co-ordinator before doing so.

Administrative procedures to be followed at all group meetings

- All groups other than crèche should have an up to date list of members. Parents should be asked to fill in and return a registration form containing relevant medical information and telephone contact numbers for emergency use. The form will be provided by the group leader.
- In the crèche an attendance/accident book is available for the names of all children cared for each week for however short a period of time. Should any accident occur during this time, details should be noted in the accident book and parent informed.
- At each group session, a register should be kept of all those attending, including the names of visiting children. In the unlikely event of an evacuation of the building, the leader should bring this register outside.
- All accidents must be recorded in the accident book/file held by leaders and parents must be informed.
- Helpers under the age of eighteen years provide a valuable and much appreciated service. They should be encouraged and respected as individuals but it must be remembered that they too fall under the protection of the law as minors and they should not be left to supervise children alone.
- Leaders should keep an up to date list of volunteers and notify the parish Safeguarding Co-ordinator of new volunteers and those who leave the group.

Health and Safety aspects of keeping children safe

- Leaders and volunteers should be aware of the location of the first aid kits and report to the Churchwarden/Parish Administrator when supplies are running short.
- Leaders and volunteers must ensure that all equipment and materials used are non-toxic, safe and appropriate to the age of the group.
- When it is necessary to cross roads, responsible adults will assist children. No child should leave a group alone but must be supervised by a leader, volunteer or parent. Children will be deemed to be the responsibility of their parents or the adult who brought them as soon as they are returned to church and should not be allowed access back into areas away from the main church building on their own for safety reasons.

- Leaders and volunteers should be aware of the location and use of fire extinguishers and of all fire exits from the buildings.
- Leaders and volunteers should be aware of the inherent dangers of certain activities and take appropriate precautions: e.g. cooking, candles, electrical equipment, etc.
- Leaders and volunteers should try to ensure that someone in the vicinity has access to a mobile phone especially when in a separate building.

Trips and outdoor pursuits

- Prior to off-site trips a consent form should be completed by a parent and returned to the group leader. Children without a completed form will not be permitted to accompany the group.
- A full Risk Assessment should be completed prior to any activity that is taking place. This should identify any potential situations where precautionary action is necessary to reduce the risk to the children and young people involved.
- Arrangements for transporting children and young people need to be carefully considered (see *Transporting Children and Young People*).
- If potentially hazardous pursuits are planned, they should be at a recognised centre with trained staff and adequate insurance cover. Swimming trips must always be to pools with qualified lifeguards or under the supervision of a leader with life saving qualifications.

8. Responding Appropriately to the Children and Young People in our Care

Physical Contact

The following guidelines are recommended both for those who work with children and for other adults who come into contact with children informally:

- Any physical contact should only take place in public.
- Physical contact should reflect the needs of the child, not the adult's.
- Any physical contact should be age appropriate and initiated by the child.
- Children have the right to decide how much physical contact they may have with others, except in exceptional circumstances where they need medical attention.
- Any physical activity which is, or may be thought to be, sexually stimulating to the adults or child must be avoided.
- It is not appropriate to hold the youngster face to face. An arm around the shoulder when the youngster is alongside the adult is more appropriate.
- It is appropriate for helpers to support one another and they should be free to help each other by pointing out anything that could be misunderstood.

- If a worker persists in inappropriate touch with a young person, this must be challenged. If there are concerns, advice must be sought from the incumbent and/or the Parish Safeguarding Co-ordinator or the Bishop's Safeguarding Adviser.
- Guidelines on physical contact should be discussed with parents/carers and confirmed in writing with them. The wishes of the parents/carers in relation to physical contact should always be respected and adhered to.

Challenging behaviour

Assess what response is appropriate. Depending on circumstances it might be appropriate to ignore it, delay dealing with it or deal with it immediately. Do not deal with it alone. Other members should be aware of what is going on and be prepared to provide appropriate support.

If conflict arises try to calm the situation. Take a deep breath and count to five, do not let feelings override 'good practice'. Try to encourage the person involved but do not put them down. Help them work through what is happening, ask them questions about what is happening; i.e. How do you think others would feel about what you are doing? Avoid eye to eye contact and physical contact and try to negotiate a resolution.

If challenging behaviour is part of the group's culture, leaders must meet to plan how to deal with it. Similarly, when challenging behaviour arises it is necessary for leaders to meet and debrief after a meeting. Make a record of what has happened and decided what should be done. Inform someone who is outside the situation, the Incumbent or member of the PCC.

If challenging behaviour is persistent and unmanageable further support should be sought. Ultimately support is available from the Bishop's Advisers for Youth Ministry and Youth Works and the Bishop's Adviser on Safeguarding.

A "time-out" safe zone with soft furnishings and appropriate toys should be provided where possible for children to "cool off" if they wish to remove themselves from a situation.

Children with Learning Disabilities

Learning disabilities refer to those with significant lifelong difficulties in intellectual development and the adaptive behaviours involved in every day living skills. It is important that special consideration is given to the possibility of abuse of those who may be especially vulnerable.

Children from Minority Ethnic Groups

There needs to be an awareness of racism, and in particular institutional racism, alongside any deep-rooted personal prejudices or stereotypes. Children may be reluctant to disclose physical harm because they may have been taught physical

chastisement is acceptable. All churches should receive some training that includes racism awareness and have contact points and support. (for further reference see God's Children Our Diocese 2011 Appendix U)

Positions of Trust

All those who work with children or who have significant contact with them and their families on behalf of the Church are in positions of trust. Handbooks, codes of safer working practice and contracts should make clear the importance of accepting the expectations of such work:

- The children they are in contact with will see them as role models.
- All church workers should conduct themselves in accordance with the reasonable expectations of someone who represents the Church.
- Observe appropriate boundaries between work and personal life.
- Seek help immediately if they come across a child who may have been harmed or a colleague whose conduct appears inappropriate.

Do not expose yourself or others to material which is sexually explicit, profane, obscene, harassing, fraudulent, racially offensive, politically inflammatory, defamatory or in violation of any British, European or international law.

9. Identifying Concerns and Taking Action

What is child abuse?

Child abuse has many forms. There are four identified categories of abuse as described in the interdepartmental government Guidelines 'Working Together to Safeguard Children' 2010 – physical, emotional, sexual and neglect.

NEGLECT

Is 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:

- *provide adequate food, clothing and shelter (including exclusion from home or abandonment).*
- *protect a child from physical and emotional harm or danger.*
- *ensure adequate supervision (including the use of inadequate care-givers).*
- *ensure access to appropriate medical care or treatment. It may also include neglect or unresponsiveness to a child's emotional needs.*

PHYSICAL ABUSE

May involve hitting shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer feigns the symptoms of, or deliberately induces, illness in a child.

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 penetrative (for example rape or oral sex) or non penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

EMOTIONAL ABUSE

Is 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 children 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 the child's development 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.

Child abuse is, in the main, perpetrated by an adult, male or female, who is well known to the child, often a family member. Child abuse is also known to be perpetrated by children against other children.

Recognising when children are troubled

Any number of upsetting experiences, other than child abuse, may cause a child to behave in a demanding way or distressed way. If a child stands out from a group as a 'problem', the question should be asked "what is wrong?"

- Has there been a recent bereavement in the family?
- Is a parent seriously ill?
- Has there been a major disruption of family life i.e. divorce?
- Is the child being seriously bullied at school?
- Is the child being abused by someone close?

A child will give signals or indicators that something is wrong in three ways:

(1) Visual (2) Behavioural (3) Verbal

(1) Visual

- A child may show general signs of neglect
- May have repeated signs of unexplained bruising or marks
- May show evidence of beatings e.g. hard bruising across back, buttocks or legs

(2) Behavioural

- A child may become withdrawn or depressed
- Become naughty and disruptive
- Acts out sexual behaviour of an adult kind
- Becomes 'frozen' and fearful, and flinches when an adult moves towards them
- Draw pictures of a sexually explicit nature or of violence in the home

(3) Verbal

- A child may give inappropriate explanations for bruises or burn marks
- Tells you about being asked to keep a secret or drops hints about abuse
- Confides a story of physical or sexual abuse
- Use sexually explicit language and behaviour not normally expected at their age and stage of development.

Significant Harm

The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children, and gives local authorities a duty to make enquiries to decide whether they should take action to safeguard or promote the welfare of a child who is suffering, or is likely to suffer, significant harm. It is the threshold used by courts in deciding whether compulsory intervention into family life might be in the best interests of the child. Significant harm has no precise definition. It can be caused by a single traumatic event or a cluster of smaller incidents over time. Any concern about significant harm requires careful investigation and assessment.

Self Harm

When someone deliberately hurts or injures themselves. Various forms include:

- Cutting or burning (the most common form)
- Taking overdoses of tablets or medicines
- Punching themselves
- Throwing their bodies against something
- Pulling out their hair or eyelashes
- Scratching, picking or tearing at their skin
- Inhaling or sniffing harmful substances
- Swallowing things that are not edible
- Inserting objects into their bodies

Special Topics – Reference: House of Bishops’ Policy 2010

Church members should beware that within these categories, a wide range of abuse can occur. Among those which have been the subject of attention are:

- Stranger abuse
- Internet – related abuse
- Children affected by gang activity
- Fabricated or induced illness
- Domestic violence or abuse
- Parents who are themselves vulnerable adults
- Female genital mutilation
- Child trafficking
- Sexual exploitation and involvement in prostitution
- Forced marriage and honour based violence
- Spiritual abuse

You may have concerns about the welfare of a child or suspicions about the behaviour of an adult, because of something a child tells you, because another adult voices concerns, and/or because of the behaviour or appearance of the child.

An **allegation** is when someone, who may or may not be the child concerned, makes a direct statement that abuse has taken place.

All allegations of child abuse, from whatever source, should be referred to the children’s social care services as soon as possible.

A **suspicion** is where there are indicators that child abuse may have taken place but where there is no direct allegation or disclosure to confirm this.

Responding to a suspicion of abuse or neglect tends to be less straight forward than when a direct allegation has been made. It is important that the absence of an allegation does not deter from taking action when concerned about the welfare of the child.

The protection of children is a shared responsibility and, regardless of our position within the church we should never feel that as an individual we have to adopt sole responsibility for making decisions. It is important that concerns or suspicions are shared on a strictly 'need to know' basis at Parish or Diocesan level. When procedures are being followed and information shared appropriately, we are able to feel confident that carefully considered decisions are being made.

Allegations Against Clergy, Lay Ministry, Volunteers or Other Workers in Positions of Responsibility.

If an allegation of abuse concerns any of the above the Parish Safeguarding Officer must be informed immediately and will advise the Incumbent (except where the Incumbent is the subject of the concerns) and others in positions of responsibility on a strictly "need to know" basis only. If the allegation relates to the Parish Safeguarding Co-ordinator, information should be shared initially with the Incumbent. The Safeguarding Co-ordinator or the Incumbent must inform the Bishop's Safeguarding Adviser.

The Local Authority Designated Officer (LADO) will be responsible for ensuring that correct procedures are followed in respect of the individual, which involves considered judgments being made about the following:

- A police investigation of a possible criminal offence
- Enquiries and assessment by Children's Social Care about whether the child is in need of protection or in need of services.
- Consideration by an employer of disciplinary action.

Concerns about conduct or inappropriate behaviour (but which may not constitute an allegation of abuse) should also be reported to the Parish Safeguarding Co-ordinator or the Incumbent for a decision to be made about appropriate action.

When a Child or Young Person Confides in You

If a child or friend of a child tells you that abuse has taken place, this must be taken seriously. Having reassured the child it is right to tell you, immediately record exact details of the conversation – what the child said, what you said. A written record must be made as soon as possible, any rough notes taken at the time should be retained. It is very difficult for children to tell someone about abuse, keep calm and do not look shocked.

The following advice should be adhered to when recording allegations:

- Record the time, the setting and those present.
- Record accurately what the child said using their own words and your response.

- Keep the report factual and guard against making judgements.
- Ensure any opinions expressed by you are identified as such.
- If you have seen injuries, sketch where they are and describe them, do not examine the child.
- Record how the child presented during the conversation and immediately afterwards.
- Record any subsequent relevant incidents or conversations up to the part that the child is no longer in your care.
- Remember to date, time and sign all reports.

You must:

- Allow the child to speak in their own words.
- Listen carefully and accept what is said
- Never ask questions
- Reassure them that they are not to blame for what happened
- Tell them they were brave to tell you
- Tell them you need to tell someone else who has a responsibility to make sure that children are safe

You must not:

- Make any promises or assumptions about what will happen next.
- Make judgements.
- Promise confidentiality, but must talk only to those who have responsibility for these matters.
- Give any indication you do not believe them.
- Speak to anyone implicated in the allegation.
- Attempt to obtain further information from the child.

Taking action

If you are working with children directly on behalf of the church, the designated person to contact about further action is the Parish Safeguarding Co-ordinator and/or the Safeguarding Adviser. They will consult with the Incumbent, or, during an interregnum, the Area Dean and/or the Bishop's Safeguarding advisor before there is agreement about what to do next.

If it is not possible to make immediate contact with any of the above and it is clear that a child or young person is in immediate risk of harm i.e.

- They have an injury said to have been caused non-accidentally
- A clear allegation has been made of on-going current abuse
- The child is refusing to return home

then a referral should be made directly to the local Children's Services which covers the child's home address. The Parish Safeguarding Co-ordinator/Incumbent should be informed as soon as possible after the referral has been made. The Safeguarding Co-ordinator/Incumbent will advise the Bishop's Safeguarding Adviser of the referral with 24 hours. If it is out of hours then a referral needs to be made to either the Children's Services or the police (see contact numbers in Section 11 of this policy).

When a decision is made to disclose information to Children's Social Care Services without parental consent then justification should be recorded in writing. If there is immediate danger to the child or Children's Social Care Services cannot be contacted, you must inform the police. Be prepared to be asked questions by the social worker/police.

If it is clear the child or young person is in need of urgent medical treatment because of an injury, this should be arranged as a priority. The relevant doctor should be informed of the circumstances and a referral made to Children's Services or the police.

If the risk of harm is not immediate you should discuss your concerns with the Safeguarding Co-ordinator and/or Incumbent and consideration should be given to the most appropriate course of action. If appropriate, your concerns would be discussed with the family and agreement sought to make a referral.

Initial telephone referrals to Children's Services must be followed up in writing within 24 hours. Children's Services have a duty to make enquiries about allegations of abuse. They will follow up every report and the police may be consulted. You may be asked to provide further information or to make a formal statement to the police for a criminal investigation.

Taking Action when you have concerns about the welfare of a child or when an allegation has been made:

Share your concerns with the Incumbent and/or Parish Safeguarding Co-Ordinator.
Make a record of the discussion and any decisions reached



If the child is at risk of harm or an allegation of abuse has been made, refer to Children's Social Care Services as soon as possible.
Inform Bishop's Safeguarding Children Adviser with 24 hours.



Seek advice from the Bishop's Safeguarding Adviser.
Make a record of the discussion and any decisions reached.

Possible Decisions:

No further Action

Continue to observe and offer opportunities for the child to confide in you

If safe, speak to parent(s)/carer(s)

Refer to Children's Social Care Services



Review within agreed timescales with Bishop's Safeguarding Adviser

NOTE: If the concern is urgent or the child is in danger contact the emergency services and/or Out of Hours Children's Social Care Services immediately. If not already contacted inform your Incumbent and/or Parish Safeguarding Co-ordinator as soon as possible. Always inform the Bishop's Safeguarding Adviser with 24 hours of any referral made to the Children's Social Care Services

Managing Risks from Known Offenders

We know that three quarters of known sex offenders regularly attend a place of worship. It is therefore important that the parish has procedures in place for minimising any known risks which could result.

In the event that a known abuser seeks to become a member of one of our churches the following procedure must be followed:

- The Incumbent and/or the Parish Safeguarding Co-ordinator should be informed as soon as possible.
- The Incumbent will inform the Bishop's Safeguarding Adviser and seek advice as to how risks should be managed within the Parish.

The Bishop's Safeguarding Adviser has established links with those statutory agencies with responsibility for monitoring known abusers, such as Police, Probation and Children's Services. Multi Agency Public Protection Arrangements (MAPPA) should be in place in respect of known offenders which require strategies to be in place for monitoring and managing risks in local communities.

A formal management of risk meeting will be held to agree strategy within the Parish and agree a voluntary contract with the known offender. The small group may include the Incumbent, a representative of the Children's and Youth Workers Team (and Vulnerable Adults), the Parish Safeguarding Co-ordinator and any necessary agencies and the police. The Bishop's Safeguarding Adviser should be consulted on the constitution of the group. It will be made clear that no one else apart from those identified on the contract will be informed of the facts without the offender's knowledge.

Pastoral Care

Expect to have to handle your own strong feelings if you find yourself in the difficult position of reporting concerns or suspicions that result in formal investigation of a child's circumstances. The Parish Safeguarding Co-ordinator in conjunction with the Incumbent will ensure that support and/or counselling is provided.

Share Responsibility

Share Information

10. Protecting Children and Young People from Drug Abuse

This policy on Child Protection from drug abuse completes the existing Parish document '**Privileges and Responsibilities of Working with Children**'. Its primary purpose is to protect children and young people (those up to the age of 18 years) from the harmful effects of controlled drugs defined under the Misuse of Drugs Act 1971 such as heroin and cannabis.

The Policy is also intended to protect parish workers (priests, leaders, youth organisers) working with children and young people. The Misuse of Drugs Act says that anyone in charge of premises who knowingly allows a range of drug related activities to take place in them commits a criminal offence. The term 'knowingly' has a much more extensive meaning than it does in everyday language and includes closing eyes to the obvious or not caring whether an offence may be taking place.

The parish accepts the evidence published by the relevant authorities, including the police, that drug abuse amongst children and young people is widespread. The Parish also recognises that it is sensible to take precautions by formulating, implementing and adhering to this Policy.

This Policy emphasises the need for vigilance and for explicit procedures to be adopted so that if a drug related incident occurs, everyone concerned will know what the measured response will be. It is recognised it may be necessary for selected parish workers to receive some training in matters pertaining to drug abuse and for that training to be cascaded to other significant individuals who regularly work with or organise children and young people in the parish.

The purposes of this Policy is to:

- Protect children and young people (defined in the Children Act 1989 as those between birth and 18 years of age) whilst in the care of the Diocese and its Parishes from drug abuse.
- Enable workers to avoid committing a criminal offence under the Misuse of Drugs Act 1971.
- To protect the reputation of the Diocese and Parishes for child protection. A rigorous policy to deal effectively with any drug incidents that may arise involving children and young people in its care.
- The Misuse of Drugs Act 1971 says:

"Any person commits an offence if, being the occupier or concerned in the management of premises, he knowingly permits or suffers any of the following activities to take place on the premises, that is to say:

- Producing or attempting to produce a controlled drug.
- Supplying or attempting to supply a controlled drug to another or offering to supply a controlled drug to another.
- Preparing opium for smoking.
- Smoking cannabis, cannabis resin or opium".

What is "Knowingly"

1. The term "knowingly permits or suffers" has a legal meaning, which is not the same as the everyday meaning "knowingly". Its meaning is:
 - Actual knowledge, or
 - Knowledge of circumstances which give suspicion or
 - Knowledge of circumstances so that it could be said they had shut their eyes to the obvious, or
 - Had allowed something to go on, not caring whether an offence took place or not.

What are "Controlled" Drugs

2. The misuse of Drugs Act lists the drugs that it is an offence to possess, supply, offer to supply or produce without authorisation and classifies these according to the danger they pose:

Class A: Including heroin, opium derivatives, cocaine, LSD and ecstasy and amphetamine prepared for injection.

Class B: Including cannabis, barbiturates, and oral preparations of amphetamines.

Class C: Including tranquillisers such as Valium, sleeping pills and less harmful amphetamines.

How widespread is Drug Abuse Amongst Children and Young People

3. West Midlands Police Force and all the Education Authorities in the West Midlands conurbation have jointly and publicly said "*within schools there is sufficient anecdotal and empirical observation to suggest that no school can be regarded as free from any drugs*".

Although this policy is primarily intended for the protection of children and young persons in the care of parish workers, the Misuse of Drugs Act applies equally to adults. Therefore, if there are activities in or around premises under the control of the parish **where adults are suspected of being involved in drug abuse, then this policy will be adapted to apply to those activities.**

Application of the Policy in Practice

4. The primary users of any building or premises (parish hall, meeting rooms and churches) under the control of the Parish, including the primary users of any Parish club or activity must know that:

- This policy for the use and abuse of drugs is in force.
- The local police would be made aware of it in the event of its infringement.
- What is likely to happen to them if drugs are found in their possession or they are found to be selling them.

All Parish leaders and volunteers involved in the care of children and young people must be aware of this policy.

5. To ensure this the following measures will be undertaken:

- Notices about Policy will be displayed at the entrances to premises controlled by the parish and regularly used by children and young people.
- All Parish workers involved in the care of children and young people will be given a copy of the parish Policy on Child Protection from drug abuse.
- The Safeguarding Co-ordinator will consider the training needs of the Parish workers involved in the care of children and young persons and make recommendations to the PCC respecting the provision of courses in drug awareness.
- The PCC will ratify this policy, annually review it, and if necessary ensure its modification in accordance with current legislation and Diocesan recommendations.

6. **This Policy will be enforced firmly and fairly as a measured response to the seriousness of the offence.** The Diocese recommends this include:

- Exclusion of the child or young person from the Parish activity or project.
- A report to be given to the police.
- Parents or guardians to be informed.

7. If it is possible to engage the support of Social Services, parents and the police, then it may be appropriate for the child or young person to continue to be involved in the activity or project if that is seen as an overall strategy. But it has to be understood that:

- The police will be involved if dealing or production of drugs takes place.
- Repeated offences will result in a total ban.

8. Accurate documentation on any child or young person involved or suspected of being involved in drug abuse will be recorded and brought to the immediate attention of the Parish Safeguarding Co-ordinator. This should include:
- The name of the child or young person.
 - The activity engaged or suspected of being engaged in.
 - The action taken.
 - Whether a ban has been imposed.
 - Whether the police have been informed.
 - Whether the parents or guardian have been informed.
9. If it becomes necessary for the child or young person to be removed from the Parish activity or project immediately, an assessment of how this is to be achieved will have to be made. Depending upon the age of the child, his or her perceived state of health and any aggression being displayed, these options will include:
- Inviting a parent or guardian to collect them.
 - Seeking first aid
 - Phoning for an ambulance
 - Phoning the police
10. Following a drug related incident, there may be materials at the scene in the form of hypodermic needles, foils, tablets, and vomit etc. It will be important to preserve these for two reasons:
- They may help to determine appropriate medical treatment.
 - They may constitute evidence that the police will wish to see.

Hypodermic needles must be treated with care because of the communicable diseases they could transmit.

Signs and Symptoms of Drug Abuse

Teenagers are prone to mood swings and tiredness as well as body changes so some of these *may not* be symptoms of drug abuse rather than normal hormonal changes.

Change of behaviour

Loss of memory

Loss of co-ordination

Secretive

Loss of appetite

Mood swings

Sleepy/Unable to sleep

Change in attitude

Loss of motivation

Low self esteem

Telling lies

Weight loss

Truancy

Chemical smells

Dilated pupils

Attracting police attention

Paraphernalia – finding actual drugs, large cigarette papers (Rizla), roaches, bongs, discoloured knives, magazine paper wraps, tin foil, syringes, mirrors or tiles and razor blades, spent aerosol cans with product and no gas, cut straws, large amounts of money, scales indicates dealing, pipes or broken bottle necks. There are many different items of paraphernalia some home-made and others bought on the high street.

Physical Restraint of a Child or Young

There may be exceptional circumstances where a child or young person involved or suspected of being involved in drug abuse may need to be restrained, This is an area requiring special knowledge and can raise other child protection issues. Broadly speaking, if it can be shown that there is a significant risk of a child or young person injuring themselves or others by their actions i.e. taking or injecting drugs, then they can be legally restrained, wherever possible in the presence of at least one other adult,

The amount of force used must be reasonable in the circumstances. There is no legal definition of what constitutes reasonableness. The determination is subjective and will depend on the circumstances.

In all cases the degree of force must:

- be in proportion to the circumstances of the incident;
- always be the minimum needed to achieve the desired result;
- take into account the age, understanding and sex of the child or young person.

11. Contacts and Telephone Numbers

Parish Contacts

A contact is a person who may assist you in locating the Parish Safeguarding Co-ordinator or a member of the Safeguarding Team if you wish to discuss any child protection concerns. If the Parish Safeguarding Co-ordinator or Team Member is unavailable, please make contact with one of the Wardens.

Sandra Smith (Parish Administrator)

Lickey Parish Office, Trinity Centre
411 Old Birmingham Road
Rednal, Birmingham B45 8ES
Tele: 0121 445 1425
Email: lickeyoffice@btinternet.com

Keith Parsons (Church Warden)

Tele: 0121 445 1420
Email: keith.parsons8@btopenworld.com

Nick Forknell (Church Warden)

Tele: 0121 439 9324
Email: nick.forknell@uwclub.net

Parish Safeguarding Team

Parish Safeguarding Co-Ordinator

Marlene Parsons
Tele: 0121 445 1420
keith.parsons8@btopenworld.com

Adviser – Safeguarding Team

Maggie Forknell
Tele: 0121 439 9324
Email: margaret.forknell@uwclub.net

Identifier – Safeguarding Team

Emma Sargeant
Tele: 07825 417415
Email: emma.sargeant64@gmail.com

Diocesan Contacts

If you have concerns about individual cases or a person at risk the Bishop's Advisers for Safeguarding and a team of trained listeners can be contacted through the Bishop's Chaplin: Revd. Kate Stow

Tele: 0121 427 1163
Email: bishopschaplin@cofebirmingham.com

Bishop's/Diocese Safeguarding Advisor

Stephanie Hayes
07342 993844
StephH@cofebirmingham.com

Safeguarding Training and Development Officer

Claire Wesley
0121 426 0432
ClaireW@cofebirmingham.com

Safeguarding Support Officer

Sarah Rose
0121 426 0407
safeguardingsupport@cofebirmingham.com

Emergency Contacts

Children – Social Care Services, Birmingham
Tele: 0121 303 1888
Out of Hours: 0121 675 4806

Children – Social Care Services, Worcester
Tele: 01926 414144
Out of Hours: 01905 768020

Adults – Social Care Services, Birmingham
Tele: 0121 303 1234
Out of Hours: 999 or 101

Adults – Social Care Services, Worcester
01905 768053
Out of Hours: 999 or 101

Child Line – Children and Young People
Tele: 0808 1111
Email: childline.org.uk

National Domestic Violence Helpline
Tele: 0808 2000 247

NSPCC – Children and Young People
Tele: 0808 800 5000
Email: nspcc.org.uk

Samaritans
Tele: 08457 909090
Email: Samaritans.org