

# **St James the Apostle Pulloxhill Annual Safeguarding Report**

This is the annual report, to the Annual Parish Meeting, for 2019-2020 from the Parish Safeguarding Officer for St James the Apostle Pulloxhill.

## **1. Policy**

The Parochial Church Council (PCC) has adopted the House of Bishops policies and practices and has, accordingly, appointed a Parish Safeguarding Officer (PSO). The PCC has adopted the requirements of both 'Promoting a Safer Church' and the diocesan statement regarding domestic abuse.

## **2. Practice**

The PSO reports to the PCC at each meeting including reporting on:

- 2.1 The parishes maintenance of its safeguarding dashboard which is currently at level 3.
- 2.2 Its progress towards implementing all policies and practices related to the maintenance of the House of Bishops safeguarding policies and guidance from the Diocese of St Albans as set out on the dashboard
- 2.3 Compliance with DBS and training and issues related to outstanding training requirements as set out in the Safeguarding Newsletters from the Diocese of St Albans
- 2.4 The status of risk assessments for services and church sponsored activities
- 2.5 Changes in requirements according to guidance from the House of Bishops and/or the Diocese of St Albans
- 2.6 Compliance with Safer Recruitment requirements
- 2.7 Compliance with the requirements for information and contact details on the Benefice and parish website.
- 2.8 The effectiveness of its procedures and practices for reporting incidents.

## **3. Outstanding compliance issues**

- 3.1 There were no outstanding issues of compliance on 31.01.20
- 3.2 At the outset of lockdown the benefice took all services on line and the benefice adopted the Diocese Media Policy on safe-guarding.

## **4. Revised Safer Recruitment and Safeguarding Training Requirements from February 2020.**

The following changes have been made to the requirements by the Church of England and have been adopted by the Diocese of St Albans.

### **4.1 Safeguarding Training**

- 4.1.1 Level C0 and Level C1 training for all members of PCCs, sides persons, Vergers, Servers, refreshment, bell ringers and members of choirs and refreshment helpers
- 4.1.2 Level C1 Foundation module and C2 Leadership training for all laity in leadership roles including those leading children's and family worship and Lay Leaders of Worship, Music Directors, Tower Captains, Church Wardens and house group Leaders.
- 4.1.3 PSOs must complete C2 Leadership and training for domestic abuse.
- 4.1.4 All those who are required to hold the appropriate training levels must renew them every three (3) years.
- 4.2 The Benefice Reader completed the required revises clergy and reader training (S3) in January 2020.

## **4.2 Safer Recruitment**

Safer Recruitment regulations also changed in February 2020.

The following church personnel are now required to hold a safer recruitment certificate (DBS)

- 4.2.1 All servers, members of the congregation licensed to administer the chalice and sides persons
- 4.2.2 Parish Safeguarding Officers
- 4.2.3 Lead Recruiters and assistant Lead Recruiters (each parish must have a lead and an assistant lead recruiter)
- 4.2.4 Members of recruitment panels
- 4.2.5 Senior officers such as wardens when they will be involved in recruitment.
- 4.2.6 These arrangement will be put in place as soon as training resumes.

## **4.3 Safer Recruitment procedures and practices**

4.3.1 There is revised guidance related to the recruitment of parish officers such as treasures, secretaries, wardens and PCC members, additional sides persons, servers, chalice assistants, volunteers working with children and vulnerable adults, choir members, bell ringers, music directors, Tower Captains, worship leaders and home visitors .

4.3.2 The guidance advises that people wishing to fulfil these positions should receive a role description, complete a simple application form and attend an interview.

4.3.3 Each parish should establish a small interview panel and members of this panel should hold a current DBS registration and have completed Level C0, C1 and C2 Safeguarding training.

## **4.3 Risk assessment**

4.4.1 The PCC will adopt the Diocese of St Albans revised guidance on risk assessment immediately. (The required form is attached.)

## **4.5 Insurance**

4.5.1 The Parish of St James Pulloxhill has adequate insurance for all activities for both the church and the church hall.

4.5.2 The Church Hall Committee has adopted the appropriate policy and practice to ensure that the insurance is valid in relation to safeguarding requirements.

**The Parish of St James the Apostle is compliant with the regulations that were in place on 31.01.2020 and will work towards implementing the revised requirements, according to a PCC schedule, during 2020.**

### **Recommendation**

The Parochial Church Council recommends that those present at the Annual Parish meeting adopt the following statement:

**The PCC of St James the Apostle Pulloxhill complied with its duty to have due regard to the House of Bishops guidance on Safeguarding Children and Vulnerable Adults (2015) during 2019/2020.**

**The PCC of St James the Apostle Pulloxhill is mindful of the Diocese of St Albans revised guidance on Safeguarding and Safer Recruitment (February 2020) and will work to implement them during the latter part of 2020 and 2021 as training is made available.**

Gillian Kern  
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