

## **APCM SAFEGUARDING REPORT 2019**

### **TRAINING**

The individual Safeguarding Officers have ensured that all necessary training was completed in a timely manner.

### **DBS CHECKS**

The Safeguarding Officers are ensuring all DBS checks are completed.

### **RECRUITMENT**

Everything is working well, and all teams are aware of our safer recruiting process.

### **INCIDENTS**

There was one major incident last year that was passed straight to the police and social services.

### **SQP1**

We passed our SQP1 assessment – the Diocese audit in other words. On the next pages I have attached the checklist they use. Hence this is a short report as it was all deemed compliant in accordance with the checklist. ( see overleaf)

Richard Pearson  
Parish Safeguarding Officer

# Level One Checklist

Date:  
Parish:  
Deanery:  
Submitted by:



Complete	Safer Activities	Evidence Seen	Comments
<input type="checkbox"/>	Suitable first aid kit available		
<input type="checkbox"/>	Completed Risk Assessment for activities with children		
<input type="checkbox"/>	Complete consent forms	Activities: <input type="checkbox"/> Outings: <input type="checkbox"/> Photographs: <input type="checkbox"/>	
<input type="checkbox"/>	Safe physical environment		
<input type="checkbox"/>	Accident/incident log		
<input type="checkbox"/>	Fire Safety – Following advice from EIG		

Complete	Safer Practice	Evidence Seen	Comments
<input type="checkbox"/>	Code of behaviour for those working with children	Signed for? <input type="checkbox"/>	
<input type="checkbox"/>	Code of conduct for those working with adults in a pastoral setting		
<input type="checkbox"/>	Clear system for reporting safeguarding concerns		
<input type="checkbox"/>	Are attendance agreements up to date		
<input type="checkbox"/>	Clear list of who to contact in event of concern readily available		
<input type="checkbox"/>	Do you have information for those whom you minister, and parents, to help keep themselves safe	CP to produce	

Complete	Safer Structures	Evidence Seen	Comments
<input type="checkbox"/>	Has your parish adopted safeguarding policies and guidance	Parish safeguarding policy: <input type="checkbox"/>  Policy and guidance for managing allegations: <input type="checkbox"/>  E-safety policy: <input type="checkbox"/>  Raising concerns & Whistleblowing: <input type="checkbox"/>	
<input type="checkbox"/>	Do you have a safeguarding officer		
<input type="checkbox"/>	Are your PSO's details visible to members of the congregation		
<input type="checkbox"/>	Is the PSO a member of the PCC	Permanent: <input type="checkbox"/>  Seconded: <input type="checkbox"/>	
<input type="checkbox"/>	Is safeguarding a standing item on the PCC agenda		
<input type="checkbox"/>	Does your PCC conduct an annual review of safeguarding provision		

Complete	Safer People	Evidence Seen	Comments
<input type="checkbox"/>	Does your parish follow the Safer Recruitment process	Job descriptions: <input type="checkbox"/>  Applications forms: <input type="checkbox"/>  Interview records: <input type="checkbox"/>  References: <input type="checkbox"/>  DBS information: <input type="checkbox"/>	
<input type="checkbox"/>	Do staff and volunteers have an induction	Describe	
<input type="checkbox"/>	Do you have a training record for all those requiring safeguarding training		
<input type="checkbox"/>	Are all DBS checks up to date and is there a system for renewal		

Date Completed	Assessor