



King's Church Chessington

Safeguarding Policy

Key Contacts

Designated Safeguarding Lead (DSL)

Anne Underwood

The King's Centre, Coppard Gardens, Chessington, KT9 2GZ
020 8391 5522 e-mail: anne.underwood@thekingscentre.org.uk

Trustee responsible for Safeguarding

Jon Akhurst

The King's Centre, Coppard Gardens, Chessington, KT9 2GZ
020 8391 5522 e-mail: jon.akhurst@thekingscentre.org.uk

Safeguarding Leads (SL)

Anne Underwood	Tots (0-4 year olds)
Anne Underwood	Creche (0-2 year olds)
Rachel Sharp	Explorers (2-4 year olds)
Sarah Smith	Adventurers (4-7 year olds)
Kirstie Sloman	Fusion (7-11 year olds)
Zachary Evans	JF (11-14 year olds)
David O'Donnell	YPF (14-18 year olds)
Martyn Green	Highway
Peter Hayden	Friendship Club
Kathy Birch	Bereavement Cafe

Lead DBS recruiter

Anne Underwood
020 8391 5522 e-mail: anne.underwood@thekingscentre.org.uk

Ministry Coordinator (Youth and Children's applications)

Kate Erith
0208 391 5522 email: kate.erith@thekingscentre.org.uk

Christian Safeguarding Services

6 Marshalsea Road, London SE1 1HL
contact@thecss.co.uk

FIEC (The Fellowship of Independent Evangelical Churches)

01858 43 45 40

Local Authority and Emergency Numbers

In an Emergency: **999**

If the alleged abuse takes place in the Borough of Kingston contact the numbers below:

Kingston Upon Thames Adult Care	020-8547-4735
Children's Single Point of Access Team	020-8547-5008
e-mail: spa.referrals@achievingforchildren.org.uk	
Kingston Upon Thames Emergency Team (out of hours)	020-8770-5000
Kingston Upon Thames Police	030-0123-1212



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If the alleged abuse takes place in Surrey contact the numbers below

Surrey Contact Centre (direct number for Adult Social Care, Surrey)	0300-200-1005
Surrey Safeguarding Children Partnership	0300-470-9100
e-mail: cspa@surreycc.gov.uk	
Surrey Emergency Team (out of hours)	01483-517898
Surrey Police	0845-125-2222

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Introduction

This policy and procedures are produced with the intention of supporting the youth and children's work and our work involving vulnerable adults, at King's Church Chessington (KCC) and The King's Centre (TKC).

The role of the policy is to outline the general principles (the 'why'), whilst the procedures detail the applications (the 'how')

The policy and procedures are endorsed by KCC trustees with the support of the Eldership and congregation of KCC. They are to be read alongside the Church Constitution. They have been prepared in consultation with the Christian Safeguarding Service (CSS), who also hold a copy of this policy and the procedures.

We believe God is honoured when people created in His image are treated with honour and love for Christ's sake.

We are to follow the example of Christ, to obey His commands, by bringing the love of God in our community. We seek to ensure that all children, young people and vulnerable adults are kept away from any form of abuse, and are afforded the dignity and respect that Christ Himself gave the vulnerable with whom He came into contact.

Psalm 68: 5-6

A Father to the fatherless, a defender of widows,

Is God in his holy dwelling.

God sets the lonely in families, he leads out the prisoners with singing;

But the rebellious live in a sun-scorched land.

What is Safeguarding?

As a church, we have a legal duty of care to ensure that our environment is safe for people who attend our services and other activities.

It is a duty as a charity to make our church a safe place for people to be, as outlined in the 'Charity Ethical Principles' (NCVO, January 2019)

This duty of care includes health & safety and fire safety, but it also encompasses the matter of safeguarding

There are many similarities between safeguarding for children and for vulnerable adults, so the general principles are outlined below.

Safeguarding encompasses:

- Protecting children, young people and vulnerable adults from abuse and maltreatment



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- Preventing impairment of children's mental or physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Creation of safe and caring environment for children, young people and vulnerable adults through:
 - Treating children, young people and vulnerable adults fairly and equitably
 - Building trust and good communication
 - An awareness of individual needs (e.g. health, allergies, special needs or disabilities)
 - Setting appropriate discipline and boundaries
- Taking action if you identify children, young people and adults to be at risk of harm

Who is responsible for Safeguarding?

Safeguarding is everyone's responsibility and, where abuse is discovered or suspected, it must be reported in line with the processes set out in the safeguarding procedures. The safeguarding of children, young people and vulnerable adults is a high priority for our church.

Issues regarding the safeguarding of children, young people and vulnerable adults should come to the Designated Safeguarding Lead (DSL)

Who oversees Safeguarding?

The designated safeguarding lead (DSL) is responsible for the overall administration of safeguarding and deals with any report of safeguarding concern, who reports to the Trustee responsible for safeguarding.

However, the various adults who lead our children's & young people's and vulnerable adult ministries are responsible for ensuring that the process within the Safeguarding Procedures is understood by their team members. These are our designated Safeguarding Leads (SL). This includes that all team members:

- Are subject to an effective and clear recruitment procedure
- Are DBS checked regularly, at least every three years, and are suitable to work with children and/or vulnerable adults
- Have received safeguarding training every two years
- Have been given a copy of this policy and procedures, have signed that they have received it and are in agreement with it, and know what to do if they have concerns
- Are properly supervised, and ensure that the Safeguarding policy and procedures are followed
- Maintain explicit and shared standards of safeguarding
- Know who to contact for further information



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Confidentiality and Sharing Information

All matters relating to child and vulnerable adult protection will be treated as confidential and only shared as per the 'Information Sharing Advice for Practitioners' (DofE2018) guidance. The Data Protection Act 2018 does not prevent, or limit, the sharing of information for the purposes of keeping children and vulnerable adults safe. This includes allowing practitioners to share information without consent.

Information will be shared with people in the church who 'need to know'

All staff and volunteers must be aware that they have a responsibility to share information with other agencies in order to safeguard children and vulnerable adults, and that the Data Protection Act 2018 and the General Data Protection Regulations are not a barrier to sharing information where a failure to do so would place a child or vulnerable adult at risk of harm. There is a lawful basis for child and vulnerable adult concerns to be shared with agencies who have a statutory duty for child and vulnerable adult protection.

All staff and volunteers must be aware that they cannot promise a child or vulnerable adult to keep secrets which might compromise a child's or vulnerable adult's safety or wellbeing. However, they are aware that matters relating to child and vulnerable adult protection and safeguarding are personal to children, vulnerable adults and families; in this respect, they are confidential, and the DSL will only disclose information about a child or vulnerable adult to other employees or volunteers on a need-to-know basis.

All employees and volunteers will always undertake to share our intention to refer a child or vulnerable adult to Social Care with their parents/ carers unless to do so could put the child or vulnerable adult at greater risk, or impede a criminal investigation.

Accurate Recording

In all safeguarding cases regarding children or vulnerable adults, an accurate record must be made (which may be used in any subsequent court proceedings) as soon as possible and with 24 hours of the occurrence, of all that happened, including details of:

- Dates and times of their observations
- Dates and times of any discussions in which they were involved
- Any injuries
- Explanations given by the child/ vulnerable adult
- Rationale for decision making and action taken
- Any actual words used by the child/ vulnerable adult

The records must be signed and dated by the author or equivalent on electronic based records.