Safeguarding in the Parish

Key Tasks for PCCs - Checklist

☐ Adopt annually a Parish Safeguarding Policy Statement.

☐ Display this policy.

☐ Review annually the implementation of this policy and of the Diocesan Safeguarding Guidelines.

☐ Appoint Parish Safeguarding Coordinator(s) and advise Diocesan House of any change.

☐ Display the Childline and Family Lives telephone numbers.

☐ Keep a record of all activities in which children and vulnerable adults are involved.

☐ Ensure that a record is kept of all unaccompanied children and vulnerable adults attending parish activities.

☐ Ensure that all those working with children and vulnerable adults are appropriately recruited, trained and supported under Safer Recruitment Guidelines.

☐ Ensure that all those working with children and vulnerable adults have a DBS Disclosure subject to role, which is renewed every 5 years.

☐ Ensure that those who may pose a threat to children and vulnerable adults are effectively managed and monitored, always taking advice from the Diocesan Safeguarding Adviser.

☐ Ensure that appropriate Health and Safety procedures are in place.

☐ Notify the parish insurers of any serious safeguarding incident involving a parish worker, paid or unpaid.

☐ Carry out an audit of premises in which activities involving children and vulnerable adults take place to assess safety and suitability.

☐ Ensure that good records are kept of safeguarding concerns/unalusual circumstances and that they are stored securely.