

Safeguarding Policy

Promoting a Safer Church

The Parochial Church Council of St Hilda, Warley Woods on 26th March 2026 reviewed this policy and renewed their agreement to adopt all of the House of Bishops' safeguarding policy and practice guidance and the Church of England – Birmingham's procedures for their implementation

All forms of abuse are wrong and must stop

The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a safer Church for all.

Our commitments:

1. Promoting a safer environment and culture
2. Safely recruiting and supporting all those with any responsibility related to children and vulnerable adults within the Church
3. Responding promptly to every safeguarding concern or allegation
4. Caring pastorally for victims/survivors of abuse and other affected persons
5. Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons
6. Responding to those who may pose a present risk to others

We will implement the above policy commitments and good safeguarding practice by ensuring:

- the creation of a safe and caring place for all;
- the welfare of the child, young person and vulnerable adult is paramount;
- a leadership commitment, at all levels, to the importance of safeguarding and promoting the welfare of children, young people and vulnerable adults;
- we listen to and take seriously all those who disclose abuse and offer appropriate support to all those with lived experience of abuse;
- clear reporting procedures are displayed on church premises and our website to deal with safeguarding concerns and allegations;

Promoting a Safer Church Safeguarding Policy (page 2)

- we notify all safeguarding concerns, including concerns and allegations against church officers, to the Diocesan Safeguarding Officer;
- referrals to, and effective working with, statutory and voluntary sector partners in accordance with legislation and House of Bishop's requirements ;
- we have publicly advertised arrangements for children, young people and vulnerable adults to be able to speak to an independent person, as required;
- good record keeping and effective information sharing;
- we seek advice from the Diocesan Safeguarding Officer about appropriate assessment, care and monitoring of any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties;
- a clear line of accountability within our church for work on safeguarding;
- our practice and activities are informed by on-going learning, review and by the views of children, young people, families and vulnerable adults;
- our complaints procedures are well publicised;
- there is appropriate insurance cover for all activities involving children and adults undertaken in the name of our PCC
- safer recruitment procedures are in place, including clear roles for church officers and Disclosure & Barring Service checks where a role is eligible;
- we have clear arrangements for support and/or supervision of church officers;
- all volunteers complete Church of England safeguarding training at the level appropriate for their role;

This policy will be clearly displayed on church premises and on our website.

This policy and its implementation will be reviewed at least annually by the PCC

A church officer is anyone appointed or elected to a role on behalf of the church whether they are lay or ordained, paid or unpaid

This church appoints Anne Harris as the Parish Safeguarding Co-ordinator to work with the incumbent and the PCC to implement policy and procedure

**If you have any concerns or need to talk to someone
please contact**

Parish Safeguarding Coordinator 07942 919 308

email: sthildasafeguarding@gmail.com

or/ Revd. Jenni Crewes, Vicar 07377 363 915

If you cannot contact the person above and someone is being harmed or is not safe and needs immediate help, dial 999, or contact social care services.

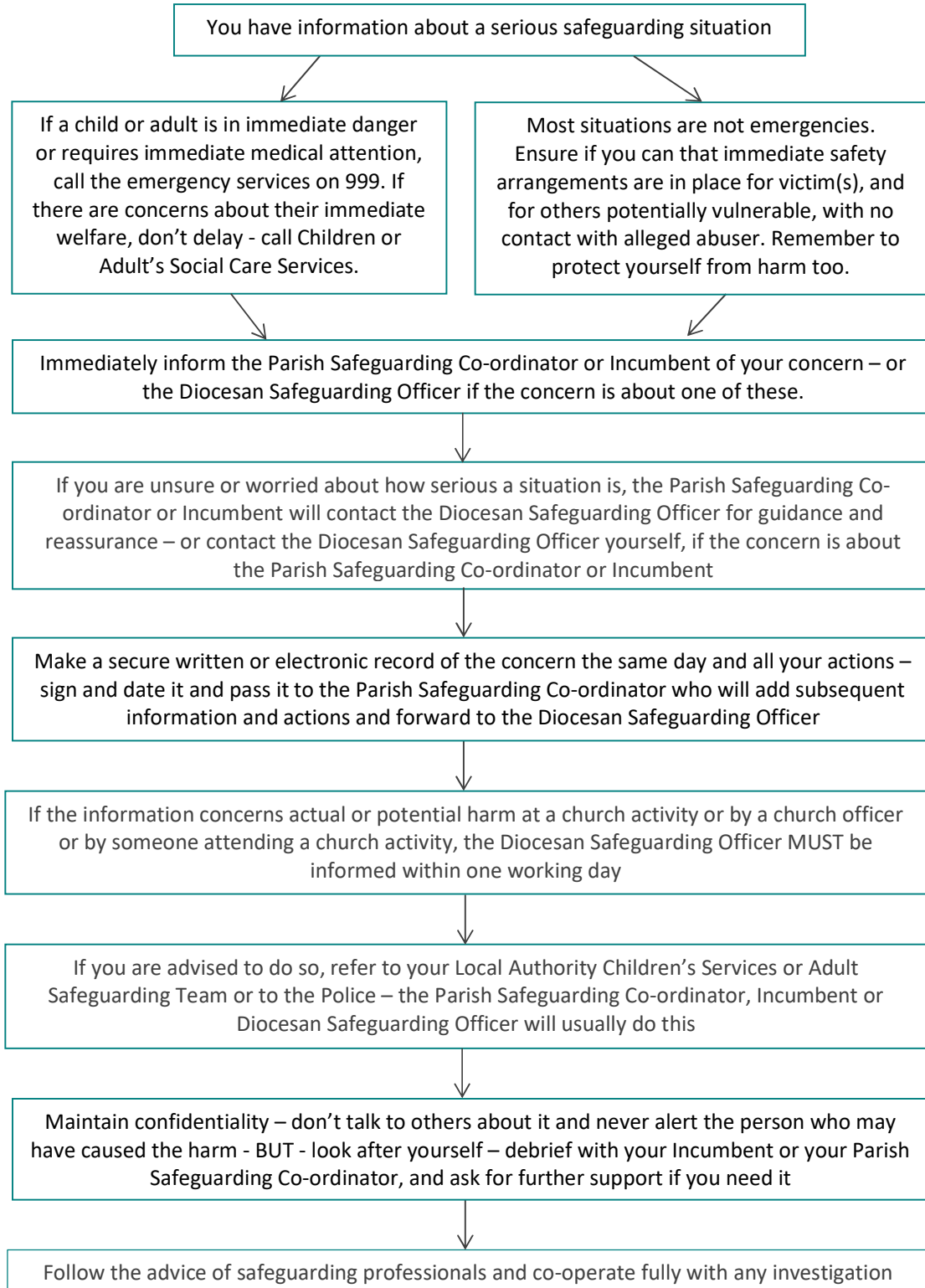
Promoting a Safer Church Safeguarding Policy (page 3)

Other useful contacts:

Diocesan Safeguarding Officer	07342 993 844
Police	101 or 999 (24 hours)
<u>Local Authority Social Care Services</u>	
Sandwell Children’s Trust	0121 569 3100 (24 hours)
Sandwell Adults Social Care	0121 569 2266 (Mon-Fri) 0121 569 2355 (out of hours)
Childline	0800 1111 (24 hours)
NSPCC Helpline	0808 800 5000 (Mon-Fri 10.00-16.00)
Family Lives Helpline	0808 800 2222 (Mon-Fri 10.00-21.00)
Samaritans	116 123 (24 hours)
Hourglass (formerly Action on Elder Abuse)	0808 808 8141 (24 hours)
Age UK, National Advice Helpline	0800 678 1602 (7 days 08.00-19.00)
National Domestic Abuse Helpline	0808 200 0247 (24 hours)
Respect Men’s Advice Line	0808 801 0327 (Mon-Fri 10.00-17.00)
Galop LGBT+ Abuse and Violence Helpline	0300 999 5428 (Mon-Tues 09.15-20.00, Wed-Fri 09.15-16.30)
Black Country Women’s Aid (Oldbury)	0121 553 0090 (Mon-Fri 09.00-17.00) 0121 552 6448 (out of office hours)
Stop It Now! Child Sexual Abuse Helpline	0808 1000 900 (Mon-Thurs 09.00-21.00, Fri 09.00-17.00)
Thirtyone:eight (Safeguarding Helpline)	0303 003 1111 (Mon-Fri 09.00-17.00)
National Association of People Abused in Childhood	0808 801 0331 (Mon-Thurs 10.00-21.00, Fri 10.00-18.00)
Safe Spaces (when abuse was by a Church of England minister, volunteer or worker)	0300 0303 1056 (Mon-Fri 09.00-21.00, Sat 09.00-13.00, Sun 13.00-17.00)

St Hilda, Warley Woods
Parish Responding to Concerns and Allegations Procedure
(Appendix A of the Promoting a Safer Church Policy)

Reviewed and Agreed by the Parish Church Council on 26th March 2026



Parish Responding to Concerns and Allegations Procedure (page 2)

LOCAL CONTACT DETAILS

Parish Safeguarding Co-ordinator:	07942919308 email: sthildasafeguarding@gmail.com
Incumbent, Revd. Jenni Crewes	07377 363 915
Diocesan Safeguarding Officer:	07342 993 844
Police:	999 (emergency) or 101 (non-emergency)
<u>Local Authority Children's Services</u> Sandwell Children's Trust:	0121 569 3100 (24 hours)
<u>Local Authority Adult Services</u> Sandwell Adults Social Care:	0121 569 2266 (Mon-Fri) 0121 569 2355 (out of hours)

St Hilda, Warley Woods Parish Safeguarding Complaints Procedure (Appendix B of the Promoting a Safer Church Policy)

Reviewed and Agreed by the Parochial Church Council on 26th March 2026

What are safeguarding complaints?

A complaint can be made, verbally or in writing, when someone feels the safeguarding policies and procedures of the Parochial Church Council (PCC) of St Hilda, Warley Woods have not been followed correctly or they have been implemented unfairly. Disagreement with the professional decisions taken by those appointed by the PCC is NOT by itself grounds for a complaint.

If someone who is employed by the PCC as a volunteer or paid worker wishes to make a complaint against the way the PCC's safeguarding policies and procedures have been followed they should follow the PCC's grievance procedure, rather than this complaints procedure.

This complaints procedure MUST NOT be used when someone is being harmed:

when there is a concern or an allegation that a child or adult who may be vulnerable has been harmed or is being harmed or is at risk of harm

and/or

when there is a concern or an allegation that an adult or a child may have caused harm to another child or adult who may be vulnerable

this must be reported in accordance with the parish's safeguarding policy and procedures. Report abuse to your Parish Safeguarding Co-ordinator or the Diocesan Safeguarding Officer, (online at

<https://www.cofebirmingham.com/safeguarding/>

or telephone 07342 993 844) or in an emergency the police on 101 or 999.

Complaints against ministers

This complaints procedure cannot be used for complaints against ministers. A complaint against a member of clergy should be addressed to the Archdeacon or the Bishop of Birmingham. A complaint against a Reader or Lay Minister must initially be addressed to the Incumbent.

Managing complaints

Complaints will be dealt with by the Church Wardens who will:

- respond promptly to the person raising the matter,
- listen carefully to the issues of concern,
- impartially examine the issues to ensure fairness to all,
- rigorously explore ways the issues can be resolved,
- accurately and sensitively feed back to the person who raised the issues.

A person who wishes to make a complaint should...

Firstly...

... talk to the person or group concerned, whenever possible, explaining what the issues are and what they would like to see happen to resolve them. This should be done at the earliest opportunity.

Then....

... if the complaint can't be resolved through discussion with the person or group concerned, they should speak or write to a church warden. This must be done within a reasonable period of time of the issue arising.

The Church Warden will have a conversation with the person and listen to their concerns and what they would like to happen to resolve the issue.

The Church Warden will then speak to the person or group the complaint is about, (and anyone else who may have information to help them consider the complaint), and listen to their response.

Within a reasonable period of time, after considering all the information, the Church Warden will make a decision and inform both the person who has made the complaint and the person or group against whom the complaint has been made.

If this decision does not resolve the issue

... within a reasonable period of time, the person bringing the complaint can ask for their concerns to be reviewed by another church warden (who has not been involved with the process so far) together with two other PCC members.

The Church Warden and two PCC members will consider all the information gathered so far. They may also have conversations with any of the persons involved in the complaint, and any other person who may have information relevant to the concerns, where this would assist them in reaching a decision.

Within a reasonable period of time, after considering all the information, the Church Warden and two PCC members will make a decision and inform the person who has made the complaint and the person or group against whom the complaint has been made. Their decision will be final.

External

If, despite all stages of this procedure having been followed, the person making the complaint remains dissatisfied, they may choose to escalate their concerns to an archdeacon or an independent or statutory agency, as appropriate.

If the complaint refers to a breach of the PCCs responsibilities as Charity Trustees, they may refer their concerns to the Charity Commission.

If they believe that the PCC or any of the paid or voluntary workers they have appointed has committed a criminal offence they should report this to the police.