

## **Volunteers working with children, young people and vulnerable adults at St Michael and All Angels**

### **A MESSAGE FROM THE BISHOP OF OXFORD**

*We the bishops, clergy and people of the Diocese are committed to the physical, emotional and spiritual well-being of all the children and vulnerable adults in our care. Many children are involved in the life of the Church, in worship and in various activities, under the guidance of a dedicated group of leaders and helpers. These adults give their time freely and generously so that our children and vulnerable adults can grow in the faith of Jesus Christ. Both children and adults need a safe and secure environment in which to work.*

### **At St Michaels**

We volunteers are in a position of trust when working with children and vulnerable adults, we are representatives of our church and endeavour to treat everyone with respect.

We should organise meetings and events with Health and Safety considerations in mind and all helpers have a responsibility to bring problems they notice to the attention of the organiser.

We need to be aware that our actions can be misconstrued so whenever possible we should not be work alone-for example giving lifts or inviting a child to our home. We should not drive a child or vulnerable adult if we have unspent convictions for drink driving or dangerous driving, for example.

If visiting adults we should phone first and take identification if they do not know us.

If we have worries about the care a child or vulnerable adult is receiving we should bring it to the attention of an appropriate person e.g. the vicar or Stephen Barber at the diocese and keep a note of the details with the place, date and time.

If a child or vulnerable confides in us about any form of abuse we should not promise we can keep what they say confidential. We should listen carefully and make a note of what is told us (and avoid putting words into their mouths ie say 'tell me what happened' not 'did xxx happen'.) We should inform the child's family and ask for consent to refer - if they refuse we should still refer if we think the child's welfare may be at risk. Our notes should include date, time and place, the child's (or vulnerable adult's) name, age, address, telephone number and GP. (If requested by parents or child at a later stage the notes may need to be made available to them)

In this situation we notify the Diocesan Safeguarding Officer, the Group leader, our own Church's Safeguarding Officer and our Vicar. If our Vicar is implicated we notify the Area Bishop. Our Area Bishop is Bishop Alan.

If we have criminal convictions we need to inform the vicar so we can be supported appropriately and volunteer for suitable church work.

### **Useful phone numbers**

Thames Valley Police (non emergency number):- 101

Children's Social Care/ Protection :- 0845 4600001

Adult Social Care/ Protection :- 0800 137915

Out of hours Social Care :- 0800 999 7677

Emergency:- 999

Medical:- 111

Childline:- 08001111

**DIOCESAN CONTACTS:**

Stephen Barber, Diocesan Child Protection Adviser:- 01865 208290

Yvonne Morris, Diocesan Children's Adviser:- 01865 208255

Ian Macdonald, Diocesan Youth Adviser:- 01865 208253

**PARISH CONTACTS**

Revd Camilla Walton, Vicar:- 01494 673464

Sarah Day, 01494 676092; Daphne Scott, 01494 676938 - Safeguarding Officers

Good Practice Guides for Church Workers with Children and Young People and Good Practice for Church Work with Vulnerable Adults are available from our church office or from the Diocese of Oxford web site on Safeguarding

<http://www.oxford.anglican.org/mission-ministry/safeguarding/>

### **All leaders should have a copy of appropriate guide**

#### **DBS - Disclosure and Barring -checks (was CRB)**

Leaders of groups for Children and Young People and Vulnerable Adults should have a DBS for that work (One for children and one for adults) Those who work in a one to one situation and in people's home should have one. Drivers may be wise to have one. (The church may be wise to request one)

Contact Sarah Day 01494 676092 or Daphne Scott 01494 67 6938 for forms and details of how to apply.