

**ADDENDUM: DOCUMENTED CHANGES TO THE METHODIST CHURCH SAFEGUARDING POLICY**

Content	Current Policy	Content	Updated Policy
<b>SECTION 1</b>	<p><b>Introduction</b></p> <p>Status of policy, procedure and guidance, Foundations, Societal context and legal framework, Learning from the Past Cases Review, Ecumenical context</p>	<b>SECTION 1</b>	<p><b>Introduction</b></p> <p>Status of policy, procedure and guidance, Foundations, Societal context and legal framework, Learning from the Past Cases Review, Ecumenical context</p>
<b>SECTION 2</b>	<p><b>Safeguarding Policy Statement</b></p> <p>Commitments: Promote a safer environment and culture, Safely recruit and support all those with any responsibility for children and adults within the Church, Respond promptly and appropriately to every safeguarding concern or allegation, Pastoral care for victims/survivors of abuse and other affected persons, Respond to those who may pose a risk to children, young people or vulnerable adults, Pastoral care for those who are the subject of concerns or allegations of abuse and other affected persons, Putting the policy into action - Case Review Process</p>	<b>SECTION 2</b>	<p><b>Safeguarding Policy Statement</b></p> <p>Definition of safeguarding in the Methodist Church, Commitments: Promote a safer environment and culture, Putting the policy into practice. Definitions of abuse and neglect: Child-on-child abuse and contextual safeguarding; Child and Adolescent-to-Parent Violence (APV).</p>
<b>SECTION 3</b>	<p><b>Safeguarding organisational structure and responsibilities</b></p> <p>At local church/circuit level, District level, At Connexional level: Director of Safeguarding and Safeguarding Team, Responsibilities of charity trustees, Church schools, Methodist Homes</p>	<b>SECTION 3</b>	<p><b>Safe Working Practices with Children, Young People and Vulnerable Adults.</b></p> <p>Code of Safe Working Practices with Children: Appropriate conduct; appropriate dress; receiving gifts. Code of Safer Working Practices with Adults: Appropriate conduct; visiting adults at home.</p>
<b>SECTION 4</b>	<p><b>Procedures for responding well to safeguarding incidents</b></p> <p>Responding well: Listening to those who raise concerns, Emergency situations, Assessment of risk, Referring to statutory agencies, Information for a referral to statutory agencies, When do you have to inform the DSO and the local minister?. Areas for consideration by the DSO following receipt of a concern or allegation, Cases which should be referred to the Connexional Safeguarding Team, Recording, Caring for those who have suffered abuse. Principles and procedures for providing support:</p>	<b>SECTION 4</b>	<p><b>Responding well to Safeguarding Incidents</b></p> <p>Responding well: Listening to those who raise concerns; Low-Level Concerns; Assessment of risk; Referring to statutory agencies. Recording, Caring for those who have suffered abuse. Principles and procedures for providing support: Helping recovery and responding well, Disagreement; Caring for the congregation. Additional actions: Suspension of ministers, probationers, students or lay office holders; Notifying the Connexional Media and Communications Team; Duty to refer to the Disclosure and Barring Service. Responding well to allegations of historical child sexual abuse. Making contact with police or probation services</p>

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<b>SECTION 4 (continued)</b>	<p>Helping recovery and responding well; Disagreement; Caring for the congregation. Additional Actions: Suspension of ministers, probationers, students or lay office holders; Suspension under Standing Order 013; Resignations; Notifying the Connexional Media and Communications Team; Notification to Insurance Companies; Reporting to Charity Regulatory Bodies; Serious incidents and Notifiable Events; Next Steps; Action prior to any court case; Requests for character references; Definition of a character reference; Situations where a character reference might be sought; The impact of character references; Responding to character reference requests; Notifying other churches and community organisations; Risk assessments; Duty to refer to the Disclosure and Barring Service (DBS). Domestic Abuse: Domestic Abuse Policy Statement; Responding well; Related reading; Quick guide flow chart. Responding well to those who might pose a risk: Preparing for a Safeguarding Contract; Flow Chart - Setting up a Safeguarding Contract for a Person with a Relevant Conviction or Caution; Flow Chart - Setting up a Safeguarding Contract Following a Safeguarding Panel; Making contact with police or probation services; Reflecting views of survivors when preparing for a safeguarding contract; Meeting with the subject; Planning the meeting; Content of the meeting. Identifying a Chair and Monitoring and Support Group (MSG) Members, Identifying Safeguarding Risks, The Safeguarding Contract, Launching the Monitoring and Support Group, Preparatory Meeting of the Monitoring and Support Group, First Full Meeting of the Monitoring and Support Group, Future Meetings, Non-Compliance, Changing Circumstances, Review, Removing or Changing a Safeguarding Contract, Time frames for changes/removal, District Risk Assessment, Dormant Contracts</p>	<b>SECTION 5</b>	<b>Safeguarding Organisational Structure and Responsibilities</b> Local church/circuit level, District level, Connexional Level: Director of Safeguarding and the Safeguarding Team: Diagram - Safeguarding Structure of the Methodist Church. Responsibilities of Charity Trustees. Training requirements. Church schools. Methodist Homes
<b>SECTION 5</b>	<b>Procedures for the management of safeguarding information</b>	<b>SECTION 6</b>	<b>PRACTICE GUIDANCE</b>

	<p>The General Data Protection Regulation (GDPR): Key terms relating to data protection; How must data be processed? What are the rights of a data subject? Privacy Notices; When should information be supplied? The Lawful Bases for Processing Personal Data; Specific Provisions in the Data Protection Act 2018 relating to Safeguarding; Subject Access Requests; Retention of Safeguarding Information; Data storage; Data Security &amp; Breaches. Step-by-step guide to sharing information: Make a record</p>		<p>Definitions of Key Terms when Safeguarding Children: Definitions of abuse, Possible indicators of abuse – children. Definitions of Key Terms when Safeguarding Adults: Safeguarding definitions; Definitions of abuse; Possible indicators of abuse in adults. The Care Act (2014) and Statutory Guidance: Safeguarding definitions. Additional guidelines. Activity risk assessments. Hire or use of Methodist Church premises. Activities in a private dwelling. Safeguarding children and young people online: Digital images and use of photographs/recordings online</p>
<p><b>SECTION 6</b></p>	<p><b>Procedures Promoting Safer Practice</b></p> <p>Policy on promoting safer practice, Safer recruitment and DBS. <a href="#">Code of safer working practice with Children and Young People</a>: Appropriate conduct (children); Appropriate dress; Receiving Gifts; Bullying, Harassment and Safeguarding; Peer-on-peer abuse and contextual safeguarding; Required staffing levels; Unaccompanied Children; Children are not collected from an activity; Involving other agencies; Children under 11 who regularly attend on their own without prior arrangement; Mixed-age activities; Safe environment; Special needs; Children and young people who self-harm or who have mental health needs; Vulnerable Children and Young People; Whistleblowing; Drug and Alcohol Use.</p> <p><a href="#">Code of safer working practice with Adults</a>: Appropriate conduct (adults); Visiting adults at home. Additional guidelines for group leaders who work with adults and/or children and young people. Activity risk assessments, Specialised activities. Photography and video recordings - the internet and publicity: Photographs and video recordings of children and young people under 18; Consent for Use of Images; Procedures for photographers at church events. Safeguarding and the Internet: Using the Internet with children. Hire or use of church premises: Record-keeping (church activities/events); Registration with Ofsted in England (and its equivalents in Wales and Scotland). Health and safety: Use of equipment; Accident book, First aid provision, Fire procedures, Accessibility, Registration and consent forms, Transport for church</p>	<p><b>SECTION 7</b></p>	<p><b>INFORMATION SHARING</b></p> <p>The Seven Golden Rules of Information Sharing: Confidentiality; Pastoral conversations and confidentiality.</p>

	<p>activities, Drivers, Private cars, Minibuses/coaches. Insurance, Day and Residential Trips. Financial integrity: Power of attorney; Wills, bequests and acting as executor. Health and medication: Advocacy/access to an independent person; Keyholders for church premises. Training: Requirements; Failure to attend required training.</p>
<p><b>SECTION 7</b></p>	<p><b>Practice Guidance</b></p> <p>Definitions, terminology and recognising abuse: Children Safeguarding definitions; Abuse definitions; Possible indicators of abuse – children. Adults Safeguarding definitions; Abuse definitions; Possible indicators of abuse – adults.</p> <p>Guidance relating to adults who may be vulnerable: Safeguarding and the Care Act 2014; The Care and Support Statutory Guidance; The aims of adult safeguarding; Guidance on capacity; Other considerations.</p> <p>Information sharing guidance: Seven golden rules of information sharing; Obtaining consent; When and how to share; Recording information sharing decisions; Confidentiality; Required contents for privacy notices. Pastoral conversations and confidentiality. Guidance relating to domestic abuse</p>