

# Safeguarding children, young people and adults from harm

## *Policy Statement*

Approved by the Board of Trustees 19<sup>th</sup> July 2017  
Revised by the Dean on 13<sup>th</sup> July 2017

Rev'd Simon Lewis  
Dean



## 1. Definitions

“The Community of St Anselm”, “The Community” or “CoSA”

Refers to The Community of St Anselm Charitable Incorporated Organisation (no. 1161185)

“Religious Member”

Refers to a person who is under (or immediately about to take) religious vows in accordance with the Community’s Membership Policy.

“Staff”

Refers to any person holding an office or function comparable to a full or part-time employed position with daily or frequent interactions with the Community’s beneficiaries, whether or not that person receives a salary or stipend for such services. At the time of writing, and under this definition, the following Staff positions exist:

- Prior
- Subprior
- Dean
- Programme Manager
- Community Manager
- PA to the Prior
- Spiritual Companion

“Trustee”

Refers to a member of the governing body of the registered charity *The Community of St Anselm* (England and Wales no. 1161185).

## 2. Important Contact Details

### 2.1. The Designated Officer for Safeguarding (children and adults) is

Name: Simon Lewis  
 Telephone: 020 7898 1325  
 Email: simon.lewis@lambethpalace.org.uk

### 2.2. The contact details for the local Social Services (a.k.a. Social Care)

|  |                          |   |
|--|--------------------------|---|
| Location: Lambeth Palace                     |                          |   |
| Name of Authority: London Borough of Lambeth |                          |   |
| Department                                   | Telephone (Office Hours) | Telephone (emergencies out of office hours) |
| Children’s and Young People’s Service        | 020 7926 5555            | 020 7926 5555                               |
| Adult Social Care                            | 020 7926 5555            | 020 7926 5555                               |

Contact details for other Local Authorities can be found on <https://www.gov.uk/apply-needs-assessment-social-services>

### 2.3. Police

Emergencies: 999 (9999 from a Lambeth Palace telephone line)  
 Other: 101 (9101 from a Lambeth Palace telephone line)



## 2.4. The External Safeguarding Adviser

The Community, while a single operation, spans several ecclesial jurisdictions wherefore one single point of external advice is necessary to ensure clear lines of communication.

The Community will relate to the safeguarding structure of the National Church Institutes. (In future revisions of this policy, it may be expedient, necessary or desirable to have a different arrangement.)

The designated officer for safeguarding must always take advice from the Provincial Safeguarding Adviser (PSA) in matters relating to serious safeguarding situations (3.1.7 Practice Guidance: Responding to Serious Safeguarding Situations Relating to Church Officers).

They must also advise the Bishop at Lambeth, who is deemed to be the normal court of appeal for the maintenance of the community's discipline about serious safeguarding situations. (While this function commonly falls to a Religious Community's Episcopal Visitor, since this Community's Episcopal Visitor currently is resident in a different jurisdiction, this arrangement shall take its place.)

Provincial Safeguarding Adviser, Lambeth Palace

Name: Caroline Venables  
Telephone: 020 7898 1365  
Email: caroline.venables@churchofengland.org

## 2.5. Out-of-Hours Advice

Out of hours advice can be sought from the CCPAS helpline on 0845 120 4550

# 3. Church of England National Policy Guidance

## 3.1. The Community adopts the following best practice and guidance

- 3.1.1. Promoting a Safe Church (safeguarding policy for adults, 2006)
- 3.1.2. Responding to Domestic Abuse (guidelines for those with pastoral responsibility, 2006)
- 3.1.3. Protecting All God's Children (safeguarding policy for children and young people, 4th edition, 2010)
- 3.1.4. Responding Well to those who have been sexually abused, 2011
- 3.1.5. Safeguarding Guidelines relating to Safer Recruitment, 2015
- 3.1.6. Safeguarding in Religious Communities, 2015
- 3.1.7. Responding to Serious Safeguarding Situations Relating to Church Officers, 2015
- 3.1.8. Practise Guidance: Responding to, assessing and managing safeguarding concerns or allegations against Church Officers, approved 13<sup>th</sup> July 2017



## 4. Safeguarding Policy and Statement

### 4.1. Statement of Safeguarding Principle for of the Church of England

Every person has a value and dignity, which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

### 4.2. Safeguarding Policy of the Community of St Anselm

The Community of St Anselm is committed to:

- The care, nurture of, and respectful pastoral ministry with, all children, young people and all adults
- The safeguarding and protection of all children, young people and all adults
- The establishing of safe, caring communities which provide a loving environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse

In particular, the Community will seek to:

- Reduce the risk of harm to vulnerable people (children and adults) from abuse or other types of exploitation, whilst listening to and supporting individuals
- Ensure safeguarding is everybody's business, with this institution playing its part in preventing, detecting and reporting neglect and abuse
- Ensure arrangements are in place locally to protect those least able to protect themselves.

To this end:

- We will carefully select, support and train all those with any responsibility within the Community, in line with the principles of Safer Recruitment. Where persons with responsibility in the Community are on secondment (or equivalent) from a partner organization (including, but not limited to, the National Church Institutes and the Community of Chemin Neuf) the guiding principles of Safer Recruitment will be adapted to the particular situation.
- We will respond without delay to every complaint made, that any adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.
- We will seek to offer informed pastoral care and support to anyone who has suffered abuse, developing with them an appropriate ministry that recognises the importance of understanding the needs of those who have been abused, including their feelings of alienation and/or isolation.



- We will seek to protect survivors of abuse from the possibility of further harm and abuse.
- We will seek to challenge any abuse of power, especially by anyone in a position of respect and responsibility, where they are trusted by others.
- We will seek to offer pastoral care and support, including supervision, and referral to the appropriate authorities, to any member of our church community known to have offended against a child, young person or adult who is vulnerable.

In all these principles we will follow legislation, guidance and recognised good practice.

### 4.3. Charitable Objectives and Partnerships

- 4.3.1. The Community of St Anselm does not directly serve children or vulnerable adults as beneficiaries.
- 4.3.2. However, the Community will partner with local churches or charities pursuant of its Charitable Objects, to wit: (3) To advance the relief of poverty and suffering around the world by activities including but not limited to (A) providing services to charities or other organisations working to prevent or relieve poverty or suffering
- 4.3.3. In the course of such partnership(s) the Community's Staff or Religious Members can reasonably be expected to come in frequent contact with vulnerable people (children and/or adults).
- 4.3.4. For this reason all Religious Members and all eligible Staff shall undergo appropriate checks, including referencing and criminal record checks by way of Disclosure and Barring Checks (Enhanced DBS Check "Adult & Child Workforce").
- 4.3.5. All Religious Members and all eligible Staff shall also undergo safeguarding training, in line with the Church of England National Safeguarding Learning and Development framework, as appropriate to each person's duties or activities. The training needs shall be assessed with advice from the Provincial Safeguarding Adviser from year to year.
- 4.3.6. Partner organisations will, in their own activities, commonly deal directly with vulnerable beneficiaries. The Community of St Anselm commits to ensuring that a high and suitable standard of Safeguarding is maintained in the course of such partnership; specifically by:
  - Regulating in writing the arrangements to deliver Safeguarding (including but not limited to appropriate training, supervision and reporting channels) as pertains to each such partnership by separate agreement.
  - Providing a listening and responsive context for any Safeguarding concerns that any Staff or Religious Member may have in the course of such a partnership, in addition to the Partner organisation's own reporting channels.

### 4.4. Pastoral Conversations

Religious Members undergo frequent pastoral conversations in the context of Spiritual Accompaniment and special attention shall be given to the guidelines relating to



exercising pastoral ministry referred to in 3.1.1, section “Good practice recommendations 2”.

#### 4.5. Residential Arrangements

The Community has both residential and non-residential Religious Members, and for some times during each year all Religious Members are in residence. Care shall be taken that every Religious Member has frequent opportunity to voice any concerns about his/her own or others’ safety or welfare to a member of Staff. Staff shall be trained in how to handle, record and report such an event according to protocol.

### 5. Policy Review Pattern

This policy shall be reviewed and in due course re-adopted by the Trustees every 12-24 months.