

Safeguarding Policy Supplement:
CHURCH STAFF TEAM

Ministry Area Leader:

Rev. William Taylor, w.taylor@st-helens.org.uk

Church Safeguarding Officer:

Andrew Wales, Safeguarding.officer@st-helens.org.uk

This supplement must be read in conjunction with the overall St Helen's Church Safeguarding Policy.

If a safeguarding concern is reported to, or identified by, someone within the Staff Team and the child is at immediate risk, then dial 999 and follow the advice given.

Introduction

- The Staff Team

For the purposes of this supplement the Church Staff Team refers to all who are named on the St Helen's Church staff address list, including Associates, Student Ministry Apprentices, Cornhill Apprentices, and other named volunteers, whether or not they are in the employ of the church.

- The remit of this supplement

As outlined in the St Helen's Safeguarding policy, for the purposes of Safeguarding the church's various activities have been divided into separate ministry areas. Ministry areas which make formal provision for children (i.e. under 18s) require a named Ministry Area Leader.

If a staff member is serving within a named ministry area then any Safeguarding concerns related to that area must be dealt with in accordance the supplementary information for that Ministry Area.

This supplement covers staff in their work outside specific ministry areas.

1. Day to day working on site

In the course of a working day children and vulnerable adults might be present in any of the St Helen's church buildings. For example a family of tourists may look around a building, a staff member may have a family member visit them, or someone from the church family might bring their children with them as they visit a building for any number of reasons. In all these examples, and others like them, the children remain in the care of the adult who brought them, or the parent they are visiting.

Staff members are free to interact with any such children within the church buildings as long as they are in public and there is no way their actions could be misconstrued by a third party.

2. Events in the buildings involving children or vulnerable adults

When a building is in use for an event involving children or vulnerable adults, for example WoW Central crèche, or Little Pickles stay and play group, staff are free to enter the building if they have good reason to do so. Such a staff member need not be screened, but must remain in the background of the activity and must not be in a situation where they are alone with a child or vulnerable adult.

Good reason to enter the buildings would include the day to day needs of the catering or buildings staff or essential errands requiring access to cupboards or the like in the building concerned.

Staff members are free to use the toilets in a building in use for an event involving children or vulnerable adults, for example during Little Pickles in St Andrew's.

3. Starting any ministry involving children or vulnerable adults

From time to time church staff might be involved with organising ministry which includes provision for children or vulnerable adults (for example a one off event for adults which requires a crèche, or a weekend away for small groups that has children signed up to it).

Any such ministry must not commence without assessing its safeguarding implications, and acting accordingly. At an early stage of planning advice must be sought from members of the Church Safeguarding Committee and their directions followed. Members of the Church Safeguarding Committee are listed in the St Helen's Contacts section of the Church Safeguarding Policy.

Staff members must be aware that the process for screening a caregiver takes about 6 weeks. No caregiver can commence their role until the Safeguarding Evidence Checker has confirmed the screening as complete.