

PARISH: \_\_\_\_\_

NAME OF LEADER IN CHARGE: \_\_\_\_\_

TEL: \_\_\_\_\_

## Useful Contacts

NSPCC tel: **0808 800 5000**

CHILDNET web: [childnet.com](http://childnet.com)

INTERNET SAFETY web: [ceop.police.uk](http://ceop.police.uk)

SAFEGUARDING OFFICE tel: **028 9049 2798**  
email: [office@soddc.org](mailto:office@soddc.org)  
web: [www.downandconnorsafeguarding.com](http://www.downandconnorsafeguarding.com)

DESIGNATED LIAISON PERSON tel: **07534 992 124**  
Philip O'Hara email: [philip.ohara@soddc.org](mailto:philip.ohara@soddc.org)



# SAFEGUARDING CHILDREN & YOUNG PEOPLE

## A GUIDE FOR PARENTS | GUARDIANS | CARERS



## Welcome

Safeguarding is an umbrella term for all the things we do in order to ensure that all our children/young people are safe from harm. The parish seeks to create a safe environment for children, young people, volunteers and church personnel.

This short guide for parents, guardians or carers is designed to let you know what you can expect from those who are looking after your child/young person whilst they are taking part in church activities.

Your child/young person will receive information about who their leader is and who they can speak to if they have worries and concerns. We all share in the responsibility and duty to help our children/young people speak out about things that worry them. Together with parents, guardians or carers we in the Church want to make sure that every child/young person has a positive and enriching experience when they engage in parish activities.

## Child Protection Guidelines

For adults, the diocese has produced a set of documents outlining what should be in place in all churches to ensure that children/young people are safe and that concerns brought to the attention of the safeguarding office, or the diocese will be acted upon. These documents can be located at the safeguarding website, [www.downandconnorsafeguarding.com](http://www.downandconnorsafeguarding.com)

## Safe Recruitment and Vetting

All leaders in the diocese must go through a safe recruitment and vetting procedure. They also attend child safeguarding training appropriate to their role.

### *Parents Remember... when your child/young person attends an activity...*

- Complete a consent form and return to the leader in charge
- Advise leaders of any changes (including medical changes) that affect your child/young person
- Speak with leaders and get to know who is looking after your child/young person

- Encourage your child/young person to follow the agreed ways to behave towards each other
- Speak with your child/young person about who they can talk to if they have a worry or concern

### *Leaders will ensure that...*

- Joint consent forms are given to children/young people parents/guardians/carers
- Consent will be sought for taking of photographs/recording/use of images on any social media platforms
- Information regarding your child/young person will be kept in line with data protection legislation
- The recommended ratios of leaders to children/young people are adhered to
- Copies of codes of behaviour are given to children/young people parents/guardians/carers

### *Leaders will...*

- Be inclusive of all children/young people
- Not tolerate any form of bullying
- Ensure that your child's/young person's safety and welfare are promoted during the activity
- Deal appropriately with any worry or concern relating to your child's/young person's welfare

### *Accidents In the event of any accident the leader will...*

- Attend to the accident
- Advise parents/guardians/carers of the accident that involved their child/young person
- Complete a record of the accident

## Complaints which are not child protection issues

If you are a parent or a child/young person who is unhappy with anything relating to involvement at a parish activity you should raise it with the leader in the first instance. If you would rather speak with someone else you can contact the parish priest or designated liaison person.

All worries, concerns and allegations will be taken seriously and responded to sensitively and respectfully.