

you (there may be some delay before feedback can be given, and confidentiality may limit what feedback is given – yet sufficient feedback shall be given to confirm if your actions were appropriate and that a response has been made

- ii. Confirm any subsequent responsibility you may have
- iii. In event of no feedback within agreed framework report to central Safeguarding Coordinator.

5. Maintain confidentiality

11. Ask for approximate timeframe when feedback will be given to you. Seek and use the support of the Safeguarding Officer.

12. Further information can be found in the Safeguarding Statement and Safeguarding Procedure (of which this is a part).

13. Please address any questions or concerns to the Safeguarding Officer.

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Please address any questions or concerns to the Safeguarding Officer.

The Safeguarding Coordinator is:

Name: Dr Andrew Naylor

Address: 18 Ferry Road,  
Leverburgh, Isle of Harris, HS5 3UA

Telephone: 01859 520200

Email: [andrewnaylor@doctors.org.uk](mailto:andrewnaylor@doctors.org.uk)

The local Safeguarding Officer is:

Name: .....

Address: .....

Telephone: .....

Email: .....

The General Assembly of 2017 enacted and ordained that the 'Safeguarding Statement', and 'Safe Guarding Procedure' be adopted (Act XXII – anent Church's Responsibility for Protection of Children & Vulnerable Adults). The full documents are available at:

[www.freechurchcontinuing.org](http://www.freechurchcontinuing.org)



## SAFEGUARDING

### CHILD AND VULNERABLE ADULT PROTECTION

#### INFORMATION FOR WORKERS AND VOLUNTEERS

This is a summary highlighting your personal responsibilities in relation to promoting and preserving the safety of potentially vulnerable individuals joining in church activities.

1. Safeguarding relates to providing and maintaining a safe environment within which every person has an opportunity to thrive. The information provided here sets out your personal responsibilities as an individual who is involved in providing care and support as part of the Church's activities.

2. The steps prescribed here are a framework to ensure that all appropriate measures are taken.

3. In the event that someone observes what appears to be abuse, or an allegation is made to you regarding abuse, then this must be responded to. If you suspect, witness, or a report is made to you, then you, as a member and representative of the Church, have a responsibility to respond, though you may request assistance from a colleague as you go through this process.

4. You are not responsible for first investigating and establishing the legitimacy of any concern prior to reporting.

5. It is never appropriate to simply dismiss a matter on the basis that you

think it is unlikely to have occurred. Nor is it ever appropriate to simply dismiss a matter on the basis that reporting it may cause personal embarrassment, result in inconvenience, or potentially bring the Church into disrepute.

6. It is not necessary to have the consent of the individual who may be the victim of abuse in order to report and respond. Nor is it necessary to have the consent of the parent(s) or carer. Dependent upon the nature of the allegation it may be inappropriate and prejudicial to seek consent from the parent(s) or carer. However, parents or carers who have primary responsibility for an individual are not to be unnecessarily excluded, and should be fully informed where possible.

7. Should an adult report a historical incident of abuse from when he or she was a child, there is not necessarily the same duty to report. Though if the alleged perpetrator continues to be in a position where others may be at risk then appropriate action must be taken.

8. A person who has acted in good faith by reporting concerns will not be penalised by the Church, regardless of the concern being proven or not.

9. A person may state that they are unwilling to make an allegation of abuse and disclose sensitive personal information unless the individual worker

agrees to keep the matter absolutely confidential. It is not possible for any worker to give such a guarantee as it is the responsibility of the worker who hears the allegation to report that information as set out within this Safeguarding Procedure. Assurances should be given that information will only be disclosed as appropriate, and as set out in this policy.

10. Five vital steps:

1. Listen to the allegation

2. Seek emergency intervention if appropriate (potentially involving Police and/or Social Work Department)

3. Make a written record as soon as practicable thereafter

i. date

ii. location allegation made

iii. alleged victim

iv. alleged abuser

v. nature of abuse, using the individual's own words as much as possible

vi. Other potential witnesses

4. Give verbal and written report to Safeguarding Officer

i. Ask for approximate timeframe when feedback will be given to