



ST MATTHEW'S CHURCH
SAFEGUARDING POLICY
(CHILDREN)

At St Matthew's Church we aim to create a child friendly atmosphere, where children can have a positive experience of the Christian faith and life and where they can feel safe enough to express any anxieties they may have, whether about what is happening in church or in their lives outside.

St Matthew's is situated in the city centre and few families live in the parish. The congregation is drawn from all over the city and outside. At present our plans are to hold a Sunday School in the rooms next door to the church at the same time as the Sunday morning service. Our Young people go on an annual pilgrimage to either Lourdes or Walsingham.

THE SUNDAY SCHOOL

The rooms next to the church are now owned by a charity and will be used during the week as a centre for the arts and mental health. However, St Matthew's will have sole use of the rooms on Sundays. Helpers recruited to run the Sunday School will have DBS checks and will, as specified in the Diocesan Policy, sign the declaration specified as well as providing two references. There will be at least 2 helpers at all times and they will be encouraged to develop their knowledge of first aid. In the case of an emergency, medical personnel in the congregation could normally be contacted.

Two helpers would normally be sufficient as the majority of children will be children or grandchildren of members of the congregation.

YOUTH PILGRIMAGE TO WALSINGHAM/ LOURDES

If this takes place, the written consent of the parents of each child attending should be obtained and contact details should be given to parents. Written details of any medication or treatment they are receiving and any medical condition should be given by the parent to those organising the pilgrimage.

PHOTOGRAPHS

No photo of any child should appear on the church website without the parent's permission in writing and children in photos should always be appropriately clad.

INSURANCE

There should always be appropriate insurance covering any activities concerning children and young people.

USE OF SOCIAL MEDIA

Any use of the social media should be in accordance with diocesan policy

SAFETY INSPECTIONS

Safety inspections of the church building and other facilities used should be carried out annually. An appropriately

equipped first aid box should be available in a known place and its contents checked at appropriate intervals.

TRAINING

Those working with children and young people should be aware of their training needs and encouraged to attend training course as appropriate.

RECORDS AND REVIEWS

Any group concerning children and young people should keep records, detailing members of the group, frequency of meetings and names of helpers involved. They should review their work annually and report annually to the PCC.

INFORMATION

The name and phone number of the Safeguarding officer is displayed at a child friendly height at the back of the church together with the Childline number.

ALLEGATIONS

In the case of any allegation of mistreatment voiced by or about a child, the Safeguarding Policy must be followed – ie the matter should be reported to the Diocesan Safeguarding Officer or the Archdeacon, or, in an emergency, to the statutory authorities -ie the Police or the Social Care Dept. A record should be kept and stored in a confidential place. In the case of more minor situations, a form outlining the concerns should be completed and stored in a confidential place.

This policy was adopted at the PCC meeting in September 2015 and will be reviewed annually in the autumn of every year.

Fr Grant Naylor

Parish Priest

Miss Pat West

Safeguarding Officer