



## The King's Cross Church, Hexthorpe, Doncaster DN4 0EP

*Making Jesus Known*

### Safeguarding Policy for Management, Control and Procedures for

### The King's Cross Church and Junction

Registered charity number 1202060

Agreed and updated 2 June 2025

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## 1. Introduction

This policy was agreed at a Church Trustees Meeting held on 5 November 2024. The King's Cross Church and Junction, along with the whole Christian community, believes each person has a value and dignity which comes directly from God's creation of male and female in God's own image and likeness. Christians see this 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.

- The King's Cross Church and Junction is committed to the safeguarding and protection of all children, adults and young people and affirms that the needs of children or of people when they are vulnerable are paramount.

- The King's Cross Church and Junction recognises that none of us are invulnerable but that there is a particular care for those whose vulnerability is increased by situations, by disabilities or by reduction in capacities. It is recognised that this increased vulnerability may be temporary or permanent and may be visible or invisible, but that it does not diminish our humanity and seeks to affirm the gifts and graces of all God's people.
- This policy addresses the safeguarding of children, adults and young people. It is intended to be a dynamic policy. It is intended to support the Church in being a safe supportive and caring community for children, young people, vulnerable adults, for survivors of abuse, for communities and for those affected by abuse.
- As the people of The King's Cross Church and Junction we are concerned with the wholeness of every individual within God's purpose for everyone. We seek to safeguard all members of the church community of all ages.
- The King's Cross Church and Junction recognises the serious issue of the abuse of children, young people and adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual or institutional abuse or neglect. It acknowledges the effects these may have on people and their development including spiritual and religious development. It accepts its responsibility for ensuring that all people are safe in its care and that their dignity and right to be heard is maintained. It accepts its responsibility to support, listen to and work for healing with survivors, offenders, communities and those who care about them. It takes seriously the issues of promotion of welfare so that each of us can reach our full potential in God's grace.
- The King's Cross Church and Junction commits itself to respond without delay to any allegation or cause for concern that a child, adult or young person may have been harmed, whether in the church or in another context. It commits itself to challenge the abuse of power of anyone in a position of trust.
- The King's Cross Church and Junction commits itself to government legislation and guidance and safe practice in all aspects of the church life.
- The King's Cross Church and Junction commits itself to the provision of support, advice and training for lay and ordained people that will ensure people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.
- The King's Cross Church and Junction affirms and gives thanks for the work of those who are workers with children, adults and young people and acknowledges the shared

responsibility of all of us for safeguarding children, adults and young people who are on our premises.

- The King's Cross Church and Junction recognises the potential risks associated with accessing material from the internet and social media and will ensure all adequate measures are put in place to mitigate this risk.
- The King's Cross Church and Junction is affiliated with the Free Methodist Church and works collectively together to safeguard all.
- The King's Cross Church has 'Gold' membership of the Christian Safeguarding Service which includes secure DBS portals and independent advice on safeguarding matters.

## **2. Safeguarding Officers**

The King's Cross Church and Junction will always appoint a lead safeguarding officer, Helen Wiltshire is currently fulfilling this role. The Safeguarding officer's role is:

- support and advise the pastor and the trustees in fulfilling their roles.
- provide a point of reference to advise on safeguarding issues.
- liaise with external agencies such as Early Help, social services and police.
- promote safeguarding best practice within the local church with the support of circuit ministers.
- ensure that DBS checks are completed where necessary.
- ensure information about leaders working with children/adults are kept confidential and secure.
- ensure wider safeguarding training is delivered and up to date, where and when necessary
- keep records of concerns about children, young people and adults brought to their attention even if there is no need to make an immediate referral to the appropriate authority.

## **3. Good Practice**

We believe good practice means that:

- All people are treated with respect and dignity.
- Those who act on behalf of the Church should not meet or work alone with a child, young person or vulnerable adult where the activity cannot be seen unless this is necessary for

pastoral reasons, in which case a written note of this will be made and kept noting date, time and place of visit.

- The church premises will be assessed for safety for children, adults and young people, and the risk assessment report will be given annually to the Annual Church Meeting in written form. This will include fire safety procedures.
- Any church-organised transport of children, adults or young people will be checked to ensure the vehicle is suitable and insured and that the driver and escort are appropriate.
- Promotion of safeguarding is recognised to include undertaking those tasks which enable all God's people to reach their full potential.
- Effectively recording and referring all safeguarding concerns to the appropriate agencies.
- Ensure that data is stored and shared appropriately to comply with GDPR and to keep people safe.

These things are to safeguard those working with children, adults and young people.

#### **4. Roles and Responsibilities of those attending the King's Cross Church and Junction**

The King's Cross Church and Junction will ensure that every member of the church and person taking part in any activity linked with the church will:

- Know the names of the designated people appointed as the safeguarding officer(s) and the Pastor.
- Have the opportunity to be made aware of any revisions to the Safeguarding Policy at the first church meeting of the church calendar year.
- Have an individual responsibility to refer safeguarding concerns.
- Ensure they attend adequate safeguarding training and their training is up to date.
- Know their duty concerning unsafe practices regarding children, young people and adults and by others within the church and visitors.
- The designated person will disclose any information about a child, young person or adult to other members of the church council on a need-to-know basis.

#### **5. Appointment and Training of Workers**

Individuals who work with children, adults and young people will be assessed to see whether training and a DBS check is necessary, for their role and responsibility in line with The King's Cross Church and Junction DBS policy.

The level of training and DBS check needed will be assessed on an individual basis according to *Working Together to Safeguard Children 2023*<sup>1</sup> or any subsequent changes.

- Appointment of a worker will only be confirmed after a satisfactory DBS disclosure and the agreement to complete the appropriate level of safeguarding training has been obtained.

### **Events with other churches**

- Where events with other churches take place on The King's Cross Church and Junction premises, safeguarding must be discussed at meetings prior to the event, to ensure leaders of the event have the appropriate level of DBS.

## **6. Events with church groups off the premises**

Level of DBS check for the leader will depend on their role and responsibility during the event.

- If children, young people or clearly vulnerable adults are without parents or support workers at the event, then the appropriate level of DBS must be held.
- If parents, carers or support workers are present throughout the event, and stay with their children/young person/vulnerable adult throughout then the appropriate level of DBS check is only needed by the event leaders not by TKCCJ support/workers.

## **7. Transportation of children, young people and adults**

- If the church has been approached by the parents of children or young people, or carers of more vulnerable adults to help with transportation to an event or church without the parent or carer being present, then an appropriate level of DBS must be held by the driver.
- If another parent is approached to help with transport to an event without the parent or carer being present it will be regarded as a private arrangement. Children and young people must only be transported in this private arrangement if the families socialise regularly with each other, and the leader of the event is happy with the arrangement. The church has no responsibility for this arrangement.
- In the event when a child or young person needs to be transported home after an event and initial arrangements need to be changed the parent of the child / young person must be contacted beforehand to agree with the new arrangement.

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<sup>1</sup> [Working together to safeguard children - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/67297/Working_together_to_safeguard_children_2018.pdf)

- When using hired transport, a reputable hire company must be used and appropriate documentation obtained beforehand to ensure transport is checked regularly.

## **8. Risk assessments off the premises**

- If visiting a place where there can be risks including physical activities or animals, the leader must acquire the risk assessment for the venue before the visit to ensure they and helpers are clear of any dangers and risks. A risk assessment for the whole visit can then be created by the leader. This will only be applicable when parents and carers are not present. When parents and carers are present then they are responsible for their children / young people.

## **9. Record keeping**

The designated people will have access to personal information for the people involved in working with groups of and individual children, adults and vulnerable adults. This will include personal data and DBS information.

## **10. Complaints procedure**

It is hoped that complaints can generally be dealt with internally by the Church. However, a complaint may be made to the Safeguarding Officer who is currently Helen Wiltshire. If a complaint is made to another person, it should be passed to the designated person, Helen Wiltshire, who will arrange to meet with the complainant and attempt to resolve the complaint. If the complaint cannot be resolved, external agencies may be contacted to support with the complaint resolution. Consideration will be given to invoking the complaints system of the Free Methodist Church who we are affiliated which will involve initially speaking with their Complaints Officer. All complaints and grievances will be dealt with in line with The King's Cross Church and Junction complaints and grievances policy.

## **11. Review**

This policy will be reviewed every year, by the TKCCJ leadership (trustees) and communicated at a whole church meeting. The date of the next review is by November 2025.

Signed..........

**Richard Iball, Chair**

**Date .....2 June 2025.....**

