

Safeguarding Children, Young People and Vulnerable Adults Policy for Muswell Hill Methodist Church (MHMC)

Purpose

The purpose of the church safeguarding policy is to check that procedures are in place and provide clarity about the roles and responsibilities of those trusted with promoting the church as a safe place for all its users.

This policy was agreed at a Church Council held on **30th September 2024**.

Principles and Summary

The Methodist Church, along with the whole Christian community, believes each person has a value and dignity which comes directly from God's creation 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.

MHMC is committed to the safeguarding and protection of all children, young people and adults and affirms that the needs of children or of people when they are vulnerable and at risk are paramount.

MHMC recognises that it has a particular care for all who are vulnerable whether as a result of disabilities or reduction in capacities or by their situation. 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 our wish to affirm the gifts and graces of all God's people.

This policy addresses the safeguarding of children, young people and vulnerable adults. 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.

MHMC recognises the serious issue of the abuse of children and vulnerable adults and recognises that this may take the form of physical, emotional, sexual, financial, spiritual, discriminatory, domestic or institutional abuse or neglect, abuse using social media, child sexual exploitation or human trafficking (slavery). 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 promotion of welfare so that each of us can reach our full potential in God's grace.

Commitments

MHMC commits itself to:

1. **RESPOND** without delay to any allegation or cause for concern that a child or vulnerable adult may have been harmed or may suffer harm, whether in the church or in another context. It commits itself to challenge the abuse of power of anyone in a position of trust.
2. **IMPLEMENT** the Methodist Church Safeguarding Policy, Procedures and Guidance; government legislation and guidance and safe practice in the circuit and in the churches.
3. **PROVIDE** support, advice and training for lay and ordained people to ensure that people are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

4. **AFFIRM** and give thanks for those who work with children and vulnerable adults and also acknowledge the shared responsibility of all of us for safeguarding children and vulnerable adults who are on our premises.

Church Council and Safeguarding Officers' Responsibilities

Legal responsibility for safeguarding rests with members of the Church Council.

The safeguarding officer should be a member of the Church Council or have the right to attend at least annually to report on implementation of the safeguarding policy. Where an individual covers the role in more than one location, they must be able to cover the activities identified in the relevant role outline and be facilitated to attend meetings to report on safeguarding in each location.

MHMC appoints Jonathan Simms and Evadne Cameron as church Safeguarding Officers and supports them in their role, which is to:

- provide support and advice to the minister and the stewards in fulfilling their roles with regard to safeguarding.
- ensure that a suitable, signed church safeguarding policy is displayed at all times in the church on a safeguarding noticeboard, along with names of current safeguarding officers, national helplines and other suitable information. This must be renewed annually.
- record all safeguarding issues that are reported to the church safeguarding officer, according to Methodist policy
- promote appropriate routes for reporting concerns
- Identify and inform those who are required to attend safeguarding training and maintain records of attendance. Work with the circuit safeguarding officer and DSO to arrange training.
- attend training and meetings relating to the role.
- work in partnership with the lettings officer, stewards and user groups to promote good safeguarding practice on church premises. This will include gaining written confirmation that hirers of church premises are aware of the church safeguarding policy or are using an appropriate policy of their own.
- check that safeguarding is included as an agenda item at all Church Council meetings and report to the Church Council annually.
- inform all those with responsibility for recruitment, whether paid or voluntary, of their obligation to follow safer recruitment procedures.
- advise the circuit safeguarding officer and/or DSO of any issues with compliance with safeguarding training, policy or safer recruitment requirements and respond promptly to any request from them about audit of safeguarding activities.

Good Practice

We believe that good practice means:

- 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 or vulnerable adult where the activity cannot be seen unless this is necessary for pastoral reasons, in which case a written record will be made and kept noting date, time and place of visit.
- The church premises will be assessed by the church safeguarding officer with the property steward and/or their representatives at least annually for safety for children and vulnerable adults and a written risk assessment report will be given annually to the Church Council. This will include fire safety procedures. The Church Council will consider the extent to which the premises and equipment are suitable or should be made more suitable.
- Any church-organised transport of children or vulnerable adults will be checked to ensure that the vehicle is suitable and insured and that the driver and escort (where required) are appropriate. A record to be kept in the church file for each driver/car.

- Activity risk assessments will be undertaken before any activity takes place to minimise the risk of harm to those involved. Approval will be obtained from the event leader/minister. A written record of the assessment will be retained securely.
- Promotion of safeguarding is recognised to include undertaking those tasks which enable all God's people to reach their full potential. The Church Council will actively consider the extent to which it is succeeding in this area.

These things are to safeguard those working with children, young people and those adults who may be vulnerable.

Appointment and training of workers in the church

Workers will be appointed after a satisfactory DBS disclosure and following the safer recruitment procedures of the Methodist Church, [found here: Safer Recruitment](#). Each worker will have an identified supervisor who will meet at regular intervals with the worker. A record of these meetings will be agreed and signed, and the record kept. Each worker will be expected to undergo safeguarding training, within the first 6 months of appointment. The other training needs of each worker will be considered (such as food hygiene, first aid and lifting and handling).

Pastoral Visitors

Pastoral visitors will be supported in their role with the provision of safeguarding training upon appointment. If they are undertaking tasks for which a criminal records check would be required, this will be undertaken prior to appointment.

Guidelines for working with children, young people and vulnerable adults

A leaflet outlining good practice and systems should be given to everyone who works with children, young people and vulnerable adults. This leaflet will be reviewed annually.

Ecumenical events

Where ecumenical events happen on church premises, safeguarding is the responsibility of this Church Council.

Events with church groups off the premises

Adequate staffing, a risk assessment and notification of the event will be given to the church safeguarding officer PRIOR to the agreement for any event or off site activity. Notification of the event will be given to the church council secretary: Catherine Simms.

If the activity is unusual or considered to be high risk the church safeguarding officer will contact the circuit safeguarding officer in order that it can be ratified, or any queries raised.

Lettings and other groups on church premises

Where the building is hired for outside use, the safeguard officer should be informed. The church safeguarding officer will keep the records and take advice as appropriate from the circuit safeguarding officer. [Regarding the Contact Centre, whilst this reports to the Church Council as an internal letting, it will continue to be responsible for its own safeguarding process and procedures \(including DBS checks and training\).](#)

Complaints Procedure

There is a formal complaints procedure within the Methodist Church, which allows issues to be raised about actions or behaviour by a member or officer of the Church. In addition, employed staff will be subject to relevant contractual procedures. All complaints will be responded to with care, diligence and impartiality.

A complaint should be addressed to the superintendent minister, the **Revd Thurairajah Samuel**. If a complaint is made to another person, it should be referred to the superintendent. Meetings will be arranged with the person making the complaint and, usually, the person against whom the complaint has been made, in an attempt to resolve it. If the complaint is against the superintendent, it should be sent to the District Chair, either **Revd Jonathan Dean** or Revd Jongi Zihle, 1 Central Buildings, London, SW1H 9NH (Tel: 020 7654 3850 or email chair@methodistlondon.org.uk.)

Safeguarding officers must be informed of any complaint or issue relating to the potential abuse of children or adults who may be vulnerable. They will support prompt action to respond to the circumstances of any safeguarding concern, whether or not any party involved wishes to make a formal complaint through the Methodist Church.

Whistle Blowing Policy

We adopt the Methodist Church Whistleblowing Policy which can be found here: [Whistle Blowing Policy](#)

Review

This policy will be reviewed annually by the Church Council. Next review date: **September 2025**

Key concepts and definitions

A **child** is anyone who has not yet reached their eighteenth birthday.

Vulnerable adults: any adult aged 18 or over who, owing to disability, mental function, age or illness or traumatic circumstances, may not be able to take care or protect themselves.

Safeguarding: protecting children or vulnerable adults from maltreatment; preventing impairment of their health and ensuring safe and effective care.

Adult/child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect children/specific adults who are suffering or are at risk of suffering significant harm, including neglect.

Abuse and neglect may occur in a family, a community or an institution. It may be perpetrated by a person or persons known to the child or vulnerable adult or by strangers; by an adult or by a child. It may be an infliction of harm or a failure to prevent harm.

Signed

Revd Matthew Lunn, Chair of MHMC Church Council

Dated 30th September, 2024

Addendum - Social Media Guidelines

A healthy Christian community is a safe place of mutual care, where all people feel valued, loved and respected.

These guidelines for engaging on social media reflect those values.

These guidelines apply to all content and comments posted to Methodist Church social media channels.

Methodist churches, circuits and districts, and individuals are encouraged to adopt these guidelines for their own social media channels and personal social media engagement.

Why use social media?

The Methodist Church encourages the use of social media tools as a means of extending our engagement with people inside and outside the church. This includes

- Sharing our stories
- Engaging in conversations 'where people are'
- Sharing, learning and encouraging
- Reaching those who cannot physically attend church
- Forming and deepening relationships locally and globally

Consider the safety of yourself and others

It is important that the safety of children, young people and vulnerable adults especially, must be maintained. Please read [the Children and Youth social media and communications guidance for churches](#).

If you have a safeguarding concern, please inform your [district safeguarding officer](#).

Conversation on social media can sometimes develop into heated and pointless argument. Be aware of the effect on yourself, and don't feel you always need to engage. You can always 'sign off' from a heated conversation calmly, with something like 'I think we'll have to agree to disagree. Peace.'

Respect

Do not post or share content that is sexually explicit, inflammatory, hateful, abusive, threatening or otherwise disrespectful. Try to think of the effect on others who may see what you post.

Be transparent

Don't mislead people about who you are, or use pseudonyms.

Be relevant

Don't add comments to a social media post that are irrelevant to the topic. Engage in the conversation rather than broadcasting opinions.

Disagree with love

If you have a criticism you need to make, consider carefully the tone of what you write. If you are personally attacked, do not respond in kind. Being a Christian means that sometimes we must speak out and challenge injustice. But remember when you need to point out something you think is wrong, that there is a real, and possibly vulnerable, person at the receiving end of what you say.

Be careful when sharing content

Don't share in haste. Read linked content thoroughly, or watch a video to the end so you know exactly what you are sharing, before you judge whether it is suitable to share.

Maintain confidentiality

If telling a story about someone else, ask yourself first '**Is this my story to tell?**' Don't reveal personal details about others without their explicit permission.

Our responsibilities

Our social media channels will feature a variety of information from across the Methodist Church, Connexional Team, Methodist communities and our Partner organisations.

We're here to help in any way that we can, but we expect users to offer us the same level of courtesy that we offer them. We want our social media channels to be safe spaces and a place for healthy, open and insightful discussion, which is why we have a short set of house rules:

- All users must comply with the relevant social media platform's terms of use as well as our own terms of use
- We will remove, in whole or in part, posts that we feel are inappropriate, or discriminatory against any individual or group
- You are wholly responsible for any content you post including content that you choose to share
- We will remove messages and/or disable comments (where function allows) including reporting and/or blocking users on our social media channels who post messages or leave comments which we believe are:
 - Abusive or obscene
 - Deceptive or misleading
 - In violation of any intellectual property rights, including copyright
 - In violation of any law or regulation
 - Spam and off-topic content, including persistent negative and/or abusive posts in which the aim is to provoke a response
 - Promotional material, including links to external websites and promotions that are not relevant to the original post

Anyone repeatedly engaging with us using content or language which falls into the above categories will be blocked and/or reported to the associated social media platform. We will not tolerate or respond to abusive messages.