

# **Christ First Watford**

## **Safeguarding Policy**

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## SECTION 1

### Details of the place of worship / organisation

Correspondence Address:

Christ First Hub, Fuller Way, Croxley Green WD3 3PJ

Tel No: 07825 329 564

Email address: office@x1church.com

Christ First Watford is a member of the evangelical alliance and works in partnership with “New Ground” – Part of the New Frontiers family of churches

Charity Number: 1142678      Company Number: 7659090

Regulators details (if any) : None:

Insurance Company: ANSVAR: - Legal expenses. Equipment, Cash, Business interruption, Personal accident, Public Liability (5m), Employers liability (10m) Trustees indemnity.

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### The following is a brief description of our place of worship / organisation and the type of work / activities we undertake with children and adults who have care and support needs:

Christ First Has the Following Sunday morning Children’s Groups which are sited at our current meeting venue of The Hub, Fuller Way, Croxley Green.

Crèche (0 to 4 years) Pre-schoolers	1 : 3
Impact Infants (4 to 7 years) Reception – Year 2	1 : 8
Impact Juniors (7 to 11 years) Year 3 – Year 6	1 : 10
Forge (11 to 17 years) Year 7 – Year 13	1 : 12

Christ First Has the Following Midweek Children’s Group which meets at various locations in Watford

- Forge: Fridays 7.30-9pm: Years 7 – 13 (years 5 – 6 by invitation)

## **Our commitment**

As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.” As a Leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by the Churches' Child Protection Advisory Service (THIRTYONE:EIGHT)

The Leadership undertakes to:

- Endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
- Provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
- Ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- Support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- The Leadership agrees not to allow the document to be copied by other organisations.

## SECTION 2

### RECOGNISING AND RESPONDING APPROPRIATELY TO AN ALLEGATION OR SUSPICION OF ABUSE

#### Understanding abuse and neglect

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm, or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

In order to safeguard those in our places of worship and organisations we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19 which states:

- 1. States Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.*
- 2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.*

Also for adults the UN Universal Declaration of Human Rights with particular reference to Article 5 which states:

*No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.*

Detailed definitions, and signs and symptoms of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy.

#### DEFINITIONS OF ABUSE

The four definitions of abuse below operate in England based on the government guidance 'Working Together to Safeguard Children (2010)'.

#### What is abuse and neglect?

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger for example, via the internet. They may be abused by an adult or adults, or another child or children.

#### Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

#### Emotional abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

### **Sexual abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

### **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate care-givers); or
- ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

### **SIGNS OF POSSIBLE ABUSE (CHILDREN & YOUNG PEOPLE)**

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life.

#### **Physical**

- Injuries not consistent with the explanation given for them
- Injuries that occur in places not normally exposed to falls, rough games, etc
- Injuries that have not received medical attention
- Reluctance to change for, or participate in, games or swimming
- Repeated urinary infections or unexplained tummy pains
- Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation\*

Cuts/scratches/substance abuse\*

#### **Sexual**

- Any allegations made concerning sexual abuse
- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour
- Age-inappropriate sexual activity through words, play or drawing

- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations
- Eating disorders - anorexia, bulimia\*

### **Emotional**

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging.
- Depression, aggression, extreme anxiety.
- Nervousness, frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour
- Persistent tiredness
- Running away/stealing/lying

### **Neglect**

- Under nourishment, failure to grow, constant hunger, stealing or gorging food, Untreated illnesses,
- Inadequate care, etc

\* These indicate the possibility that a child or young person is self-harming. Approximately 20,000 are treated in accident and emergency departments in the UK each year.

## **HOW TO RESPOND TO A CHILD WISHING TO DISCLOSE ABUSE:**

Ensure the physical environment is welcoming, giving opportunity for the child to talk in private but making sure others are aware the conversation is taking place.

- It is especially important to allow time and space for the person to talk
- Above everything else listen without interrupting
- Be attentive and look at them whilst they are speaking
- Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used
- Try to remain calm, even if on the inside you are feeling something different
- Be honest and don't make promises regarding confidentiality that you can't keep
- If they decide not to tell you after all, accept their decision but let them know that you are always ready to listen.
- Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language, Braille etc.

### **Helpful Responses**

- You have done the right thing in telling me
- I am glad you have told me
- I will try to help you

### **Don't Say**

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?

- Why? How? When? Who? Where?
- I am shocked, don't tell anyone else
- No one else needs to know

### **Safeguarding awareness**

The Leadership is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a regular basis.

Designated Safeguarding Lead and any Assistant Designated Safeguarding Lead will attend a Facing the Unthinkable seminar run by THIRTYONE:EIGHT. All other workers will be trained in-house using THIRTYONE:EIGHT resources.

### **RESPONDING TO ALLEGATIONS OF ABUSE**

Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse. Following procedures as below:

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to **Jo Kemp**, (hereafter the ADSL "Assistant Designated Safeguarding Lead") tel. no: **07775 601388** who is nominated by the Leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities. The ADSL will be fully supported by Liz Holop (DSL "Designated Safeguarding Lead")
- In the absence of the ADSL or, if the suspicions in any way involve the ADSL, then the report should be made to **Liz Holop** (DSL) tel. no: **07771 983723** or **Lorraine Duff** (ADSL) tel. no: **07708 751055**. If the suspicions implicate both the DSL & ADSL, then the report should be made in the first instance to the Churches' Child Protection Advisory Service (THIRTYONE:EIGHT) PO Box 133, Swanley, Kent, BR8 7UQ. Telephone 0845 120 4550/01322 517817. Alternatively contact Social Services or the police.
- Where the concern is about a child the DSL/ADSL should contact Children's Social Services. Where the concern is regarding an adult in need of protection, contact Adult Social Services or take advice from THIRTYONE:EIGHT as above.

The Herts. Children's Social Services office telephone number (office hours) is: Children's Services – **03001234043**  
SOOHS (Out of Hours Service-Children's Services) – **03001234043**

The Hertfordshire Police Protection Team telephone number is 01707 354000 or Telephone 101 – Also see:

[https://www.herts.police.uk/advice/child\\_protection/jcpit/how\\_to\\_report\\_concerns.aspx](https://www.herts.police.uk/advice/child_protection/jcpit/how_to_report_concerns.aspx)

The DSL/ADSL **may** need to inform others depending on the circumstances and/or nature of the concern (for example the Chair of Trustees to log that a safeguarding concern is being dealt with, Insurance company to log that there is a possibility of a serious incident concerning safeguarding or a Designated Officer (formerly LADO) if allegations have been made about a person who has a role with under 18's elsewhere.

- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.

- Whilst allegations or suspicions of abuse will normally be reported to the DSL/ADSL, the absence of the DSL/ADSL or Deputy should not delay referral to Social Services, the Police or taking advice from THIRTYONE:EIGHT.
- The Leadership will support the DSL/ADSL/Deputy in their role, and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.
- It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from THIRTYONE:EIGHT, although the Leadership hope that members of the place of worship / organisation will use this procedure. If, however, the individual with the concern feels that the DSL/ADSL/Deputy has not responded appropriately, or where they have a disagreement with the DSL/ADSL(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection everyone; children and adults who may be at risk of harm or abuse.

The role of the DSL/ADSL/ deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies that have a legal duty to investigate.



## **DETAILED PROCEDURES WHERE THERE IS A CONCERN ABOUT A CHILD:**

### **Allegations of physical injury, neglect or emotional abuse.**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the DSL/ADSL/Deputy will:

- Contact Children's Social Services (or THIRTYONE:EIGHT) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted Children's Social Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Services direct for advice.
- Seek and follow advice given by THIRTYONE:EIGHT (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

### **Allegations of sexual abuse**

In the event of allegations or suspicions of sexual abuse, the DSL/ADSL/Deputy will:

- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by THIRTYONE:EIGHT if, for any reason they are unsure whether or not to contact Children's Social Services/Police. THIRTYONE:EIGHT will confirm its advice in writing for future reference.

### **Allegations of abuse against a person who works with children/young people**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the DSL/ADSL, in accordance with Local Safeguarding Children Board (LSCB) procedures will need to liaise with Children's Social Services in regards to the suspension of the worker, also making a referral to a designated officer (formerly called a Local Authority Designated Officer LADO).

The Designated Officer is responsible for handling all allegations against adults who work with children and young people, whether in a paid or voluntary capacity.

In addition to this, consideration should be given to whether a referral should be made to the Disclosure and Barring Service which manages the list of those people deemed unsuitable for working with children or adults. Where you are liaising with a designated officer discuss with them about the need to refer to the DBS. If a designated officer is not involved, you need to contact the DBS if the situation is that the nature of concern leads you to end the employment of the worker or volunteer or would have made this decision in circumstances where they have left voluntarily.

## **SECTION 3**

### **PREVENTION**

#### **Safer recruitment**

The Leadership will ensure all workers are appointed, trained, supported & supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- Anyone who would like to work the uU18's MUST be a member of Christ First Church.
- Those short listed have been interviewed in regards to safeguarding by one of the U18's Ministries leader.
- There is a written job description / person specification for the post.
- Candidates complete a self-declaration form
- Disclosure and Barring Service (DBS) check has been completed. The Code of Practice requirements concerning the fair treatment of applicants and the handling of information will be complied with in all cases.
- Prior to starting in their role, the successful candidate has read and understood the safeguarding policy and knows how to report concerns.
- Successful candidates undertake a 3-month probationary period, which will be reviewed by the weekly team leader in conjunction with the U18's Ministries leader.

#### **Management of Workers – Codes of Conduct**

As a Leadership we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a code of conduct & practice guidelines towards children and young people.

The Home Office issued guidance in 'Abuse of Trust Caring for young people and the vulnerable: Guidance for preventing abuse of trust'. This guidance is intended to apply to those caring for young people or adults at risk of harm or abuse in both paid and unpaid work, including volunteers, regardless of whether they are in the public, private, voluntary, or volunteering sectors. It is important that places of worship and organisations have clear boundaries in regard to the personal relationships which can develop.

## **SECTION 4**

### **PASTORAL CARE**

#### **Supporting those affected by abuse**

The Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the place of worship / organisation.

Christ First has a pastoral visitation team and a crisis care team who are able to support such individuals through visitation, pastoral guidance and prayer.

At our Sunday mornings services, there is also a prayer team available to pray with anyone regarding any issues, including previous or ongoing abuse.

Where an individual has experienced debilitating emotional or physical abuse and is in need of practical support in their home, Christ First has an X1:Active team who is able to offer help with practical jobs in the home and garden on a monthly basis.

#### **Working with offenders**

When someone attending the place of worship / organisation is known to have abused children, or is known to be a risk to adults the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of everyone who may be at risk of harm, will set boundaries for that person which they will be expected to keep.

If someone who poses a risk to children, young people or adults wants to join in with activities or become part of an organisation the Leadership will manage the risk appropriately by creating clear policies and a code of behaviour the individual must follow. This will help protect everyone and lessen the possibility of the person being wrongly suspected of abuse in the future. This contract would be agreed with the individual and tailored specifically to the individual's circumstances and informed by risk assessments from the statutory agencies. The contract would give details of both the boundaries that the Leadership expects the individual to keep and the support that will be offered to them. It will be tailored specifically to individual circumstances and informed ideally by risk assessments from the statutory agencies.

## SECTION 5

### PRACTICE GUIDELINES

As an organisation / place of worship working with children, young people and adults with care and support needs, we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

As well as a general code of conduct and practice guidelines we also have specific good practice guidelines for each U18's group, which are we are issued to new workers before they join an under 18s team.

Included in the guidelines are forms for:

- Record of Concern Form
- Incident/Accident Form
- Risk Assessment Form
- Crèche Registration Form
- Impact Registration Form
- Forge Registration Form

**The general Code of Conduct & Practice Guidelines includes, but is not limited to, the following guidelines for paid and voluntary workers within the organisation**

- **Social networking** sites must not be used to contact children or young people unless they are age appropriate, (currently) most Social Networking sites are not permitted for under-13's for example FB messenger (13+), Instagram (13+) and WhatsApp (16+).  
Photographs and videos of children/young people **must not** be uploaded to social network sites without the permission of parents for all under the age of 16. However, if a photo/video has been submitted by a parent/guardian for use by the church, this means that it can be shown within the church setting without further permission required. When requesting videos that will be shown within the church setting (including live streaming) the parent/guardian should be made aware that it will be shown during a service and uploaded to YouTube as a separate link to the main service, that is not visible or searchable to the public. When sharing the link with church members/attenders only a statement must be sent at the same time stating that they must not share with others or upload to social network sites.
- **Email:** Email should not be used to contact children/young people below the age of 13, and contact should always be made directly with parents.
- **Phone Calls:** calls to children and young people under 13 should always be made to the parent's phone, so that the parent can be present whilst any conversation with the child takes place.
- **Appropriate behaviour:** including wearing of suitable clothing, being mindful of environment and ensuring appropriate conversation with children and young people.
- How and to whom would they report any safeguarding concerns.
- For those that are under 13 years of age, it would be important for parents to use their own accounts and be present while the call is taking place.

### Working in Partnership

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse. We therefore have clear guidelines in regards to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and have a partnership agreement for safeguarding.

Where Christ First Watford is providing a ministry as an Approved Service Provider for an external agency, we are obliged to comply with the Safeguarding Processes of the other Agency. Christ First members working with the External Agency will be made fully aware of these processes at the start of the engagement.

Good communication is essential in promoting safeguarding. We wish to protect everyone involved in working with children and adults on behalf of Christ First and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

Signed by: Andy Smith  
Chair of Trustees

A handwritten signature in black ink, appearing to be 'AS', written over a horizontal line.

Date: 25/10/2022

## **APPENDIX 1**

### **Leadership Safeguarding Statement**

The Church Eldership - Andy Smith and Aaron McGovern [hereafter referred to as Leadership] - recognises the importance of its ministry/work with children and young people and adults in need of protection, and its responsibility to protect everyone entrusted to our care.

The following statement was agreed by the Elders and Trustees on: 30-09-2022

This place of worship/organisation is committed to the safeguarding of children and adults with care and support needs and ensuring their well-being.

Specifically:

- We recognise that we all have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.
- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.
- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial, and discriminatory abuse and neglect of adults who have care and support needs and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery and will ensure all our policies and procedures reflect this.
- We believe all adults should enjoy and have access to every aspect of the life of the place of worship/organisation unless they pose a risk to the safety of those we serve.
- We undertake to exercise proper care in the appointment and selection of all those who will work with children and adults with care and support needs.

### **We are committed to:**

- Following the requirements for UK legislation in relation to safeguarding children and adults and good practice recommendations.
- Respecting the rights of children as described in the UN Convention on the Rights of the Child.
- Implementing the requirements of legislation in regard to people with disabilities.
- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.
- Keeping up to date with national and local developments relating to safeguarding.
- Following any denominational or organisational guidelines in relation to safeguarding children and adults in need of protection.
- Supporting the DSL/ADSL/s in their work and in any action, they may need to take in order to protect children / adults.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting parents and families
- Nurturing, protecting, and safeguarding of children and young people
- Supporting, resourcing, training, monitoring, and providing supervision to all those who undertake this work.
- Supporting all in the place of worship/organisation affected by abuse.
- Adopting and following the 'Safe and Secure' safeguarding standards developed by the Churches' Child Protection Advisory Service.

**We recognise:**

- That Children’s Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child.
- That Adult Social Care (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Where working outside of the UK, concerns will be reported to the appropriate agencies in the country in which we operate, and their procedures followed, and in addition we will report concerns to our agency’s headquarters.
- Safeguarding is everyone’s responsibility.

**We will review this statement and our policy and procedures annually.**

If you have any concerns for a child or adult with care and support needs, then speak to one of the following who have been approved as DSL/ADSLs for this place of worship/organisation.

Jo Kemp: Assistant Designated Safeguarding Lead

Liz Holop: Designated Safeguarding Lead

A copy of the full policy and procedures is available from Church Office: [office@x1church.com](mailto:office@x1church.com)

**Signed by leadership/organisation**

Signed by elders

Signed by: Andy Smith:

Date 30-9-22



Signed by: Aaron McGovern:

Date 30-9-22



## Appendix 2 – Record of Concern Form

### Under-18s Ministry Record of Concern Form

<b>Date</b>	
<b>Under 18s Group</b>	
<b>Description of Concern/Incident (including name/s of under 18s)</b>	
<b>Action taken and any further action required</b>	

**Name & signature of incident reporter:**

Print Name \_\_\_\_\_ Signature: \_\_\_\_\_

**Name & signature of team leader for the session:**

Print Name \_\_\_\_\_ Signature: \_\_\_\_\_



## APPENDIX 3

# Safeguarding is a priority here

We are committed to creating safer places by following statutory guidelines on good working practice.



## Christ First Safeguarding Team

**Designated Safeguarding Lead  
(DSL)**

**Liz Holop**

M: 07771 983723

E: [safeguarding@x1church.com](mailto:safeguarding@x1church.com)

**Assistant Designated Safeguarding Lead  
(ADSL)**

**Jo Kemp**

M: 07775 601288

**Lorraine Duff**

M: 07708 751055

**E: [safeguarding@x1church.com](mailto:safeguarding@x1church.com)**

A copy of our safeguarding policy is available upon request.

In an emergency, or for independent advice call thirtyone:eight on:

**0303 003 11 11**

With safeguarding support from:



Thirtyone:eight is an independent Christian safeguarding charity.  
Charity No: 1004490. Scottish Charity No: SC040578. Company No: 2646487