

Lay Community of St Benedict

Ensuring the safety and wellbeing of all
its members including children, young
people and vulnerable adults

AGM 2022

LCSB Safeguarding policy

- our policy is available on the website, updated annually and approved by Council and Trustees
- safeguarding concerns are dealt with by the Safeguarding and Compliance Group which also deals with legal issues eg GDPR and is accountable to the Trustees.
- the Safeguarding and Compliance Group is chaired by a Trustee and includes the safeguarding officer (currently Angela Walker), the guest master and the data protection officer.
- those in positions of responsibility and events organisers should have mandatory training and regular updates.
- a risk assessment must be completed before all events and activities take place, including on-line or virtual events

Safeguarding – protecting from all forms of harm and preventing abuse is “Everyone’s Business”

We have a policy in place to protect everyone, especially our children and those people who, by their nature, are more vulnerable.

We are committed to the Safeguarding Standards and Policies of the Catholic Church in England and Wales set by the Catholic Safeguarding Standards Agency (CSSA)

A child or young person is anyone under 18 years old

The primary responsibility for the welfare of children and young people under 18 years of age at community activities remains with their parents - unless the parent has given consent for their child to participate in a specific activity and handed over responsibility to a designated leader for a specific period of time.

When informal supervision is arranged among and between parents at community gatherings, each parent must be satisfied about their own child's safety and welfare. In these situations the Lay Community of St Benedict cannot assume any responsibility.

All members of LCSB MUST:

Respect the sacred dignity of every individual and their right to personal privacy.

ie treat everyone equally and with respect

We are a caring community so we do not walk on by if we have concerns.

All members of LCSB MUST:

Challenge unacceptable behaviour

- an environment which allows bullying or any form of discrimination is unacceptable

Know how to respond to safeguarding concerns

- do not ignore complaints of abuse or “pretend it hasn't happened” when you witness an incident

All members of LCSB MUST:

Engage and interact appropriately with children, young people and vulnerable adults and allow them to talk about any concerns they may have.

Recognise that particular care is required when discussing sensitive issues or when caring for children, young people or vulnerable adults

At all face to face events

Ensure more than one person is present during activities involving children, young people and vulnerable adults and that everyone is within sight or hearing of others.

Physical contact must be both age appropriate and touch related to the person's needs, not yours.

Be aware that even *caring physical contact may be misinterpreted*

Safeguarding in On-line events

Facebook names – we all need to know who is at the meeting – real name and video on.

Think before you speak - you may be talking to a room of 50+ people so not appropriate to make personal comments – be inclusive and allow everyone a chance to speak

The private chat function is disabled except for the host – this means that participants can only chat to the host, not to each other.

Do not pray for people by name unless you have their permission to do so.

Safeguarding On-line

Rules

Keep passwords secure and never give anyone else your log-in details

GDPR – take care not to share contact or personal details of others eg emails to multiple recipients

Privacy – once on the internet – always on the internet
only OK to post pictures of other people when you have their permission to do so

Never investigate, open or forward potentially illegal or offensive content – report it

What to do if you witness some form of abuse, or someone confides in you about possible abuse or you suspect a child, young person or vulnerable adult is at risk of suffering harm or abuse .

- You must take action – to ignore is not an option
- Get advice immediately from
 - LCSB's Safeguarding Officer or the event leader
 - the safeguarding co-ordinator in the Archdiocese on 0121 230 6240 or safeguarding@rc-birmingham.org
- If you think a child is in danger contact the police
- www.catholicsafeguarding.org.uk

Responding to concerns

LISTEN.

Accept what is said seriously. Do not pre-judge, rationalise, dismiss or minimise. ***Do not interrogate***

Do not promise not to tell anyone else but explain you will only tell those who need to know to keep the person safe and all information will be treated with the greatest confidence.

RECORD.

Make a written record as soon as possible. Stick to the facts and ***include dates and times and place of any incident and who was present.***

REFER. If someone is at immediate risk, a referral must be made to the Statutory Authorities and then the Safeguarding Coordinator of the diocese must be informed. The Safeguarding Officer will advise.

Do NOT make promises that you will not report it if someone has confided in you

Do not alert the alleged abuser, either directly or indirectly.

ROLE OF the LCSB Safeguarding Team WHERE A CONCERN OR ALLEGATION HAS BEEN MADE

The LCSB Safeguarding and Compliance group will give advice and follow the procedures whenever they receive information about a concern or allegation.

The Safeguarding group will not take on the role of support person to a victim or survivor of abuse, to his or her family or to an alleged abuser. **The role of support person is independent of the Safeguarding structure.**

Further guidance for specific situations is contained within the CSSA procedures on their website:
www.catholicsafeguarding.org.uk

Once you have reported abuse, your part is over!

Do not attempt to follow up by asking if action has been taken or seek to find out what the end result was. We are not allowed to tell you! That may be frustrating but we have to respect the confidentiality that the people involved are entitled to be given.

Please do not repeat your concerns to anyone outside the Safeguarding team – it takes very little for the gossip mill to start turning!