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Safeguarding Adviser
Department of Mission

Safeguarding newsletter autumn 2016

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Dear Colleague

Quality Assurance audit in June 2017

There will be an audit – in effect an inspection – of the Diocese's safeguarding arrangements in June 2017 and the auditors will be on site here 20 to 22 June. This is being carried out the Social Institute of Excellence (SCIE), who have been working their way round all the dioceses. Among things they will want to check are recruitment arrangements in parishes. They will call in a randomly chosen set of parish recruitment files. So:

- Please review your recruitment practice. Guidance is [here](#).
- Please check that you are up to date with your DBS checks, and that anyone in role for five years has been asked for a new check. Guidance on renewals is [here](#).
- Please check that you have recruitment files (paper or electronic) for your volunteers and any employed people. For guidance go to *Safeguarding Handbook* page 28 or [here](#).
- Please also ensure that all those working with children or vulnerable adults are regularly supervised. This includes any clergy carrying out this work.

They will also be holding a focus group of parish people. This will be on Wednesday 21 June at (probably) 4.45 here. We shall need to assemble a range of parish people, representing the different disciplines involved. We shall also need to identify a few extra, in case some people cannot come. Please consider if you or your colleagues would like to attend this and are reasonably confident they would be available and let me know, with contact details including email, as soon as you can. Many thanks.

Annual safeguarding monitoring return

This will be sent out in early September for return by mid-October. The response rate last year was not too good so I hope we can do better this year. May I remind you that a return needs to be completed for every individual parish with its own PCC. I should also remind you that the way to respond will be by completing the SurveyMonkey instrument on line, not by sending in a copy of the questionnaire. If a parish does not undertake any work with children or vulnerable adults other than public worship there are only a few questions to be answered. (Messy church counts as work with children.)

The results will go in aggregated form into our annual safeguarding report as usual, but the inspectors will also be interested in them, so please do your best to achieve an accurate return. Many thanks!

Website

We have reorganized the material on the safeguarding pages on the website and hope you find it easier to find your way round. The front page is [here](#). The main differences are:

- The [Safeguarding Starter Pack](#) is intended for those parishes new to the process or reviving it after a gap.
- The [DBS folder](#) has been reviewed and checked. Queries about the process and notifications of changes of recruiter and verifier should be sent to Susie Sigsworth

(susie.sigsworth@oxford.anglican.org 01865 208269). Queries about eligibility for DBS checks should come to me if you can't find the answer in our *DBS eligibility checklist* [here](#).

- The previous Forms pack has been split into one folder for [Diocesan safeguarding policies](#) and model policies and another folder for [Guidance and good practice](#). Please note that the two *Good Practice Guides*, for work with children and with vulnerable adults respectively, are available as Word documents and not only as PDFs so that you can download them, add your own contact details or customize them. Please give each of your workers an individual copy and ask them to sign that they have received it.

Authorised listeners

We have distributed publicity materials about this service to each parish. I can supply electronic copies of the poster and leaflets in case you need more. If you know of someone who would welcome this service please contact me, preferably by email, with the name and contact details of the person seeking it and I shall put a listener in touch with them.

Training

There is a general advice note on safeguarding training [here](#). There is also a set of parish safeguarding training materials which we can make available. See details [here](#).

We have now received some of the national materials being developed by the national safeguarding team and reviewing these with a view to introducing them in the Diocese. We shall begin introducing the new courses from the beginning of 2017 for clergy but shall continue with the current parish materials for the time being.

My retirement

As some of you already know, I shall be retiring at the beginning of December. The Diocese is in the process of recruiting a successor. I have worked in the Diocese for thirteen years and as a social worker for forty years. I have enjoyed the work but think it is time for someone else to bring a fresh approach to safeguarding in the Diocese.

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