Knottingley

Safeguarding Action Plan

Level 1

Introduction

The Church of England's safeguarding policy statement, *Promoting a Safer Church*, says:

> *"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."*

This Action Plan has been produced by an application called *Safeguarding Dashboards* for the consideration of the PCC.

The PCC is invited to discuss, amend and approve this Action Plan.

Safeguarding Dashboards has three levels:

- Level 1 - Safer Foundations;
- Level 2 - Safer Activities;
- Level 3 - Safer Practices.

Further information about these levels can be found at... https://tinyurl.com/roadmap-safeguarding

This Level 1 Action Plan only covers Safer Foundations.

Safeguarding Dashboards can also produce a Level 2 Action Plan once sufficient progress has been made at Level 1.

Date approved by the PCC: _____

Policies and Action Plan

	Status	Notes
Safeguarding Policy Approval The PCC must approve a parish safeguarding policy which complies with Church of England requirements.	Completed	
Safeguarding Policy Promotion 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.	Completed	
Safeguarding Action Plan The PCC must approve an action plan and review it regularly.	Completed	

Safeguarding Procedures

	Status	Notes
Responding to Concerns or Allegations The PCC must approve a procedure to deal promptly with any safeguarding concern or allegation (including any suspicion of abuse). This procedure is to be reviewed annually.	Completed	

Safeguarding Roles

	Status	Notes
Parish Safeguarding Officer The PCC must safely recruit a suitable person (not the incumbent or his/her partner) to the role of Parish Safeguarding Officer. The appointment is to be made in accordance with national 'safer recruitment' guidance.	Completed	
Churchwardens The churchwardens must be made aware of their safeguarding responsibilities.	Completed	
DBS Administrator The PCC must appoint at least one DBS Administrator who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Officer.	Completed	

Reviews and Reports

	Status	Notes
PCC Agendas Safeguarding must be a standing agenda item at every PCC meeting.	Completed	
Reports to the PCC The Parish Safeguarding Officer must give regular reports to the PCC regarding safeguarding in the parish.	Completed	
Reports to the APCM At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.	Completed	

Training for Key Roles

	Status	Notes
Parish Safeguarding Officer The Parish Safeguarding Officer must complete Foundation (C1), Leadership (C2) and Safer Recruitment (S1) training.	Action is required.	
Churchwardens All churchwardens must complete Foundation (C1) and Leadership (C2) safeguarding training.	Action is required.	
DBS Administrator Every DBS Administrator must complete Safer Recruitment training (S1).	Action is required.	
PCC Members All PCC members must complete Basic Awareness safeguarding training (C0).	Action is required.	

Displayed Information

	Status	Notes
Safeguarding Policy Notice Each church building must display a notice about its safeguarding policy.	Completed	
Safeguarding Who's Who Each church building must display contact details for people who have safeguarding roles.	Completed	

	Status	Notes
Safeguarding Poster Each church building must display a 'Promoting a Safer Church' poster.	Completed	
Parish Website Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).	Action is required.	

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