

APCM 14th May 2023 SAFEGUARDING REPORT

(last report was given at May 2022 APCM meeting)

The PCC and the Safeguarding Officer have particular responsibilities, but making sure everyone is safe is a commitment that all members of our community share.

As per Diocesan requirements the following documents were completed and forwarded to Diocese of London:

- Parish Safeguarding Self Audit - September 2022
- Safeguarding Action Plan - September 2022

The Safeguarding Action Plan was begun in 2015. The Associate Rector, Safeguarding Officer and HR Advisor review it with the PCC twice a year (due July 2023); and work to achieve its objectives. The Self Audit is done annually and is used as the basis for the Action Plan. As reported in the last Safeguarding Report to APCM, the publication of The Church of England 'Parish Safeguarding Handbook' is the basis for updating the St James's Church Safeguarding Policy and Procedures Handbook - this is the companion publication to The Church of England's handbook - refer www.sjp.org.uk for both booklets, which can also be obtained from Jane Gray: hr@sjp.org.uk. St James's has registered to complete the Diocese of London Safeguarding 'Dashboard' - this replaces the Self Audit and is due for completion in readiness for the Safeguarding Action Plan due in July 2023. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, to have due regard to the House of Bishops' policy and practice guidance on the safeguarding of children and vulnerable adults.

During 2022 Revd Dr Ayla Lepine was appointed as Associate Rector (July 2022) and Deborah Colvin as Safeguarding Officer (May 2022). These roles have specific responsibilities for safeguarding. The safeguarding priorities/plans that have come to effect since that date are:

- Establishing a new email address for safeguarding matters (safeguarding@sjp.org.uk)

- Signing up to MyConcern (March 2023), which is a highly recommended and effective safeguarding software package.
- Ensuring safeguarding training is prioritised and increased wherever and whenever possible for all at St James's, particularly with front line volunteers for the Food Outreach projects (established in 2021) Feast and Sunday Breakfast. There are currently c.50 volunteers for Feast and c.30 volunteers for Sunday Breakfast. Feast provides a meal inside the church for 33 guests going through homelessness and on severe low income every Monday. Sunday Breakfast is a takeaway cooked breakfast for c.70 guests weekly.
- Expanding Quarterly Safeguarding Committee meetings to include not only the Associate Rector, Safeguarding Officer, HR, but also the Operations Director, to ensure consistency across the whole of St James's.
- Developing a new shared incident reporting system including but not limited to safeguarding matters.
- Working closely with the Rightguard security team on safeguarding matters when required and building a rapport.
- Together with David Wang the Children's Chaplain, ensuring that safeguarding is a key priority for the new monthly Godly Play services (begun September 2022).
- Recruiting a Volunteer Projects Coordinator (from April 2023) - which is a new post at St James's - whose role includes supporting and ensuring safeguarding initiatives particularly amongst volunteer groups across all aspects of St James's.

It is very important to remember that ensuring the safety of all children and vulnerable adults in our community is a shared responsibility amongst everyone at St James's. If there is any doubt regarding any issues of concern please do discuss them with the people listed below.

Associate Rector: Revd Dr Ayla Lepine - 07747001888
 Safeguarding Officer: Deborah Colvin - 07815764475
 Children's Chaplain: David Wang - 0794701907

Diocesan Safeguarding Team: 020 7932 1224

Thirty-One-Eight (previously CCPAS) 24 hour helpline: 0845
1204550

For situations of immediate risk contact the police on 999

Other contacts for Westminster area:

Concerning children:

- Duty Child Protection Advisor: 020 7641 7668
- AccesstoChildrensServices@westminster.gov.uk or LADO@westminster.gov.uk
- <https://www.rbkc.gov.uk/lscb/information-professionals-and-volunteers/contacts-safeguarding-westminster>

Concerning adults:

- Outside normal office hours this team deals with statutory Mental Health Assessments, other emergencies concerning vulnerable adults and elderly residents, child protection emergencies and other children and family issues: 020 7641 6000
- Adult Social Care Team (supporting adults under the age of 65 with physical disabilities, older people with physical disabilities, or mental health problems, and their carers): 020 7641 1444 or 020 7641 1175; text messages: 07944 521615

Other Westminster Council contact details:

<https://www.peoplefirstinfo.org.uk/westminster-contact-details/>