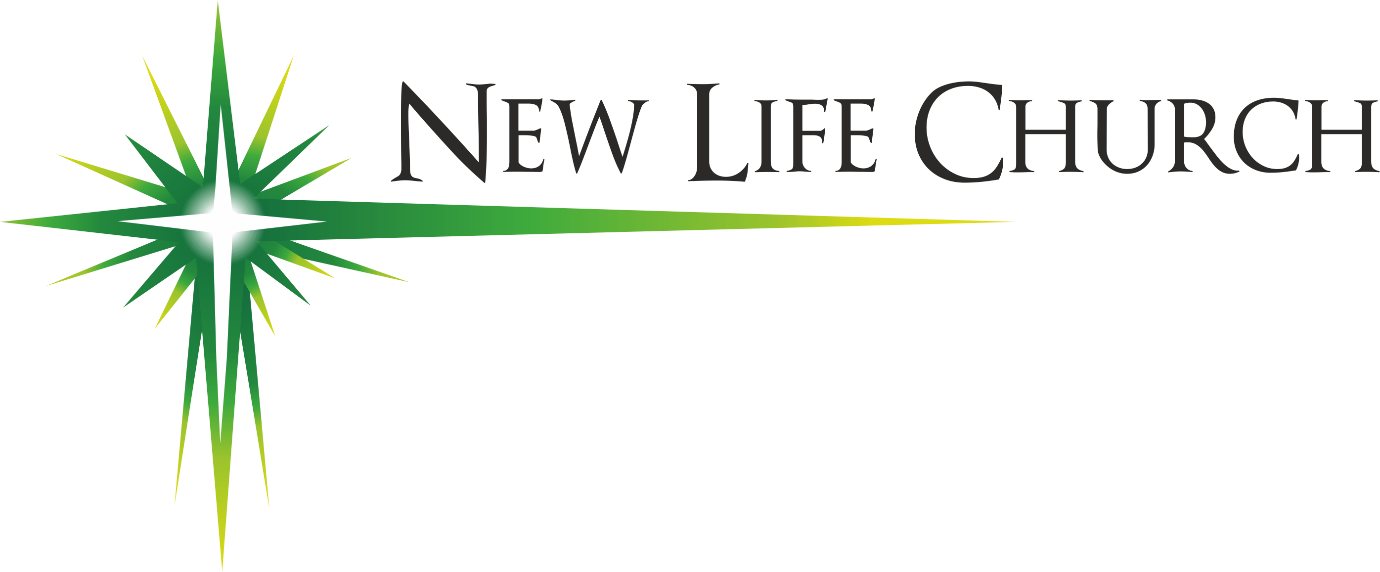
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**Safeguarding Guidelines Handbook**

**Why do we have this document…?**

Everything we do across New Life Church, Coalville, must align with our safeguarding policy. A policy is ‘our way of doing things’; a set of guiding principles. You should have received our safeguarding policy. Agreed by the leadership of the church, this policy sets parameters and ways of doing things, when it comes to ensure everyone is safe at the church.

This document is a quick reference ‘how to’ guide for putting our safeguarding policy into practice.

We don’t expect you to memorise it. But we do expect you to understand it, and know where to look when you need advice on a certain area related to working with children or vulnerable adults.

Use the contents page to help you out. If you have any questions: speak to the Children’s work leader, Safeguarding Co-ordinator or Senior Leader, or check out the formal Safeguarding Policy.

Thank you for reading this and all you do as part of New Life Church.

James Fox  
Safeguarding Co-ordinator

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**Safeguarding Principles and Code of Conduct**

Here at New Life Church it’s important that we have a culture of dignity and respect for everyone, especially those we are caring for.

Therefore it’s important that you:

* Understand the safeguarding policy, and the general guidelines.
* Listen… to children, young people and vulnerable adults.
* Respect boundaries and privacy.
* Know how to deal with issues of discipline.
* Develop an awareness of disability issues as well as issues of equality and inclusion.

The Sexual Offences Act 2003 provides that intimate contact between an adult and a child where that adult was in a 'position of trust' to the child is a criminal offence. Those in a 'position of trust' include those who have regular unsupervised contact with a child, or where an adult looks after children at an educational institution or Sunday school/youth-work at which the adult is not also receiving education.

If you have a role as part of the church people will trust you to a certain level. Because you have a role you have power or influence over children or other adults. This is called a ‘relationship of trust’ and is a big responsibility. You must take this responsibility seriously, and understand that you are in a position of trust. Hence why you must ensure that your actions, words, attitudes are appropriate and within the code of conduct.

The Code of conduct includes all kinds of interaction, in person, as well as phone, internet, facebook, email etc.

**Code of Conduct**

Principles

Ensure that your conduct encourages the following aims:

* Everyone is treated with dignity and respect in attitude, language and actions.
  + Good practice is valuing & respecting children as individuals and being a model of appropriate conduct - which will always exclude shouting, bullying, racism, sectarianism or sexism.
* Support each other workers and be aware
  + Be aware of what is happening in the group and where other workers may need some support.
  + Be aware of other people in the building during the activity and any other events taking place at the same time. Have you conducted a risk assessment for your activity? Or do you know where the current risk assessment is kept?
  + Please make sure that only workers assigned to the group are being allowed to participate in the activity. Other adults should not be allowed free access.
  + Know what to do if an issue arises. Who will you contact, how would you get help?
  + Do you know where the contact details for the children in your care are? Have all parents completed consent forms for their children? Have you taken a register?
* Listen to children, young people and vulnerable adults.
  + Views and concerns of children and vulnerable adults should be heard and responded appropriately.
  + If you have a concern listen to what children or vulnerable adults are saying about it. This may be what they are saying through their body language and actions, not just their words.
  + Take any disclosure of abuse seriously. It is important not to deter people from making a ‘disclosure’ of abuse for fear of not being believed, and do listen to what they have to say. Guidance on responding to an allegation of abuse is set out below. Remember that those who abuse children can be of any age (even other children), gender, ethnic background or class, and it is important not to allow personal preconceptions about people to prevent appropriate action taking place.
* Good and Safe Communication
  + If you communicate directly with children/ youth by email or text messages, please copy parents into all electronic correspondence. If electronic communication is necessary best practice would be to communicate directly with parents or guardians. Always be vigilant with communicating with youth on social networking sites and always via a separate church Facebook or twitter account, not your private account.
  + If you are planning a home visit, outing or event, always let your line manager and leadership team know what you are planning. Make sure that parents are present where possible and consent forms are signed.

Things not to do:

The following conduct should be avoided, except in exceptional circumstances, such as removing a child from harm:

* Being alone with a child that you do not have parental responsibility for in that situation.
  + If this is unavoidable, it should be done with full knowledge and consent of parents or guardians. Ensure the time alone with the child is minimised and the leader of the activity or ministry area is made aware this is happening at the time.
  + If you lead a very small group and are the only worker, is it easy for you to get additional help and are you meeting in a setting that is not private i.e. close to the parents or other groups? Have you got backup so you’re not allowing anyone under 16 years old to be left in charge of children of any age, or those in the group are left unsupervised?
  + What is your strategy for summoning additional help (if needed) in situations where a worker is working alone with a child, young person or vulnerable adult is there someone in the building you can call? Do you have the needed contact numbers on your phone?
* Intimate contact
  + The level of personal care (e.g. toileting) provided must be appropriate to the needs of the individual. It may be necessary for volunteers or staff to do things of an intimate nature for children and/or vulnerable adults (e.g. dressing and undressing children, lifting), particularly the young or disabled. These tasks must be carried out only with full parental consent. It is important to be responsive to the child's or vulnerable adult's reactions. If they’re fully dependent on the person providing support, the volunteer/staff should talk about what they are doing, give choices where possible and avoid tasks for which appropriate training is needed.
  + Don’t do things of an intimate nature for children or vulnerable adults that they can do themselves.
  + Any physical contact with children should be appropriate, for a reasonable purpose and not prolonged. Examples include: holding a hand to support a young child down the stairs, bringing a fidgety child next to you sit still, an arm around the shoulder of a child that is upset.
  + Always be aware of how children or vulnerable adults feel about the contact. Never continue longer than necessary, or if the child or adult is uncomfortable.
  + Never initiate any intimate touch (e.g. hug or tickle). If children initiate this be careful, ensure it is not prolonged and be aware how children feel.
  + Avoid touching anyone anywhere between the waist and knees.
* Suggestive or inappropriate remarks to or about a child.
  + Do not do this, even in fun, as this could be misinterpreted. Inappropriate remarks include innuendo, swearing, and discussing their or your own intimate relationships.

Things never to do:

* Engage in rough, physical, or sexually provocative games or comments even in fun;
* Give children or vulnerable adults inappropriate drugs or other inappropriate substances;
* Allow or engage in any form of inappropriate touching;
* Make sexually suggestive comments to children or vulnerable adults, even in fun;
* Engage in behaviour which could be construed as ‘grooming’ a child (for example giving a child money, presents or favours or talking or behaving in an inappropriate or unprofessional manner towards children).
* Allow allegations made by a child/vulnerable adult to go unchallenged, unrecorded, not acted upon.

**Suitable ratios for children and youth work.**

We follow the CCPAS guidelines relating to the supervision of church work involving children.

Ratio of adults to children:

Always more than 1 adult per group. Plus:

Age 0-2: 1 adult to 3 children   
Age 2-3: 1 adult to 4 children   
Age 3-8: 1 adult to 8 children   
Age 8-16: 1 adult to 12 children

No one under the age of 16 can be left in charge of a group of children and the group should not be left alone.

**Behaviour**

New Life Church is committed to the children in its care.

We recognise that children have the right to be safe and to feel safe within the church environment.

We will not accept bullying in any form.

Here’s how we want to see our workers behave:

* Teaching someone to become a follower of Jesus relies on sound doctrine and good role models.
* It involves patience, kindness, care, commitment, trust and most of all LOVE because God is LOVE. Children’s workers should present a Christ-like lifestyle and attitude to others.
* If activities are well planned, resourced and supervised many problems with behaviour can be avoided but even then sometimes children don’t always respond to our efforts as we might like.
* Positive behaviour can be rewarded with smiles, encouraging words, appropriate touch, points for team games, prizes, certificates for good behaviour, fun activities etc.
* However, negative behaviour can be dissuaded with eye contact, stern voice control (shouting is rarely effective) and appropriate sanctions such as time out from activities or even sessions.
* Children need to know the rules and expectations of the group:

We listen to each other - all children and adults will be treated with respect.

We take care of each other and each other’s belongings.

We look after the toys, games and equipment provided for the group.

We DO NOT fight, swear or hurt others.

No- one leaves the room without permission

**Guidelines for Discipline**

**Summary**

According to legislation on discipline and child protection, it is not illegal to use reasonable force to prevent children from:

* Committing an offence
* Injuring themselves or others
* Causing significant damage to property
* Causing disorder

BUT force is ALWAYS a protective measure   
Force is NEVER a punishment

It may only be used as a last resort and it must be reasonable and proportionate i.e. no more force than is needed.

Control may be passive or active   
Passive physical contact e.g. standing between children or blocking a path Active physical contact e.g. leading a child by the arm Restraint – only in extreme circumstances – to hold back physically to bring a child under control

**Statement**Sometimes children, young people or vulnerable adults become angry, upset or disruptive. Occasionally their behaviour may endanger themselves or others. The Government has developed national standards in relation to early years and day care and the following guidelines have been adopted by New Life Church Coalville when providing services to children, young people and vulnerable adults.

What to do if someone is being disruptive:

Obviously this depends on the age of the child, the activity, and whether their parents are somewhere nearby, and use common sense

* Ask them to stop.
* Speak to them to establish the cause(s) of the upset.
* Inform them they will be asked to leave if the behaviour continues.
* Warn them if they continue to be disruptive, it might result in longer-term group exclusion.
* If it helps, give them another activity to complete that is perhaps separate from the group, giving them time to focus and/or calm, down.
* If they are harming themselves, another person or property then others in the group should be escorted away from the area where the disruption is occurring. At the same time, and with a second worker present, request them to STOP. If your request is ignored, you might need to warn the individual that you will consider calling the Police. As a last resort, in the event of them harming themselves, other people or property, physical restraint may be needed until the Police arrive (if we need training in how to restrain, ask your leader).
* Always record, as a worker involved, what happened in writing as soon as possible after the incident. This should include:
  + What activity was taking place?
  + What might have caused the disruptive behaviour?
  + The person’s behaviour.
  + What was said and how the worker and others responded.
  + A list of others present who witnessed the incident.
* Parents should be informed if their child has been restrained.
* Call on support from other leaders if you feel so angry you may deal with the situation unwisely, or if you need a break or if you need more adult helpers.
* For those who are continuously disruptive:
  + Have them sit right in front of you or get a helper to sit next to them.
  + Encourage helpers to be pro-active rather than waiting to be told to deal with a situation.
  + Challenge them to change their behaviour whilst encouraging their strengths.
  + Warn them you may speak to their parents/carers about their behaviour, they may be sent outside the room (under supervision), or to sit with their parent or guardian or be banned from attending the group for a period of time.
* In extreme cases children may be ‘banned’ completely.
* If a child’s parents are in the vicinity they may be called to take their child from the session.
* If not they MUST be called to inform them that the child is leaving the premises.
* Consent forms must be signed by a parent/carer to say that children may leave the premises unaccompanied if they wish to leave the building and make their way home on their own.

Do’s & Don’ts

* Do not compare a child, young person or adult with another in the group; rather encourage and affirm and, if possible, give them responsibility for appropriate tasks.
* Build healthy relationships and be a good role model by setting an example. You can't expect others to observe the ground rules if you break them yourself.
* Take care to give the quieter and/or well behaved attention and resist allowing the demanding individuals to take all your time and energy.
* Be consistent in what you say and ensure that other team members know what you have said. This avoids manipulation.
* If children, young people and vulnerable adults in particular are bored they often misbehave, so review your programme regularly.
* NEVER smack or hit anyone and don't shout. Change voice tone if necessary.
* Lay down ground rules e.g. no swearing, racism or calling each other names, respect for property, and make sure everyone understands what action will be taken if not adhered to.
* Every person is unique and will respond in different ways to different forms of discipline. It follows therefore each child should be dealt with on an individual basis.

**Photographs and Audio and Visual Recordings**

This applies to official photos and recordings taken by those in positions of trust in the church. This does not apply to personal photos or recordings taken by church members, but church members should be considerate of individuals wishes and privacy.

You may need to take some photos for videos either for funding purposes or perhaps for advertising, marketing, website etc.

Photos of people count as ‘personal data’, according to the Data Protection Act 1998.

You need to get CONSENT for this. It is good idea to have a blanket consent for photos to be taken. In addition for anyone under 18 written consent must be received from their parents or guardians BEFORE any photo is published. The written consent should be stored privately and confidentially as evidence of consent.

Headline principles:

* You can’t use your own personal phone, or cameras. You need to use the church’s equipment. If you do use your own it’s considered inappropriate.
* You need to get consent for every person that is identifiable in a photo, before you publish it. Ideally in writing.
* If a child or vulnerable adult is in the photo DO NOT tag their name or do anything to make them identifiable.
* At any time, an individual may revoke their consent, by informing a member of staff by email, or by letter. This will then be actioned as soon as practicably possible, with any photos with that individual being removed from any public forums.

**Communicating with Children, Young People and Vulnerable Adults**

To treat children and adults as individuals and to safeguarding them effectively we must listen well. This also helps us to understand them, help them and provide really good activities.

If you have a safeguarding concern, listen to what children or vulnerable adults are saying about it. Children and adults with care and support needs may not be always able to vocalise how they feel, but may do so by their actions and reactions.

As much as possible give your full attention to them.

Be aware of your language and tone of voice.

With regards to electronic means of communication: When communicating with children, young people and vulnerable adults, workers must:

* obtain formal parental consent before using mobile, chat, email services to communicate with a child or young person. A written record of consent (“Consent Form”) will be kept;
* use clear, unambiguous language to reduce the risk of misinterpretation;
* never use terms of endearment at any time;
* ensure all messages can be viewed if necessary by the worker’s supervisor and this policy is explained to children and young people. Although unlikely to happen, this can help deter bullying, insulting or abusive emails;
* save or log any communication that raises concerns and inform the Safeguarding Coordinator;
* where appropriate, use a ‘group setting’ rather than individually;
* avoid using ambiguous language and abbreviations (e.g. ‘LoL’ can mean laugh out loud or lots of love).

**Gifts, Rewards and Favouritism**

* The giving of gifts or rewards to children, young people and vulnerable adults can be part of an agreed policy for supporting positive behaviour or recognising particular achievements.
* In some situations, the giving of gifts as rewards may be accepted practice for a group of children, whilst in other situations the giving of a gift to an individual child or young person will be part of an agreed plan with the knowledge of a manager and the parent or carer.
* Any gifts should be given openly and not be based on favouritism. Adults need to be aware however, that the giving of gifts can seen as a gesture to bribe or groom a young person.
* Adults should exercise care when selecting children and/or young people for specific activities or privileges to avoid perceptions of favouritism or unfairness. Methods and criteria for selection should always be transparent and subject to scrutiny.
* Care should also be taken to ensure that adults do not accept any gift that might be construed as a bribe or lead the giver to expect preferential treatment.
* There are occasions when children, young people or parents wish to pass small tokens of appreciation to workers, for example, on special occasions or as a thank-you, and this is acceptable. However, it is unacceptable to give / receive gifts on a regular basis or of any significant value.

**Home Visits**

Workers and leaders may need to make home visits from time to time. Key additional guidelines relating to safeguarding include:

* The Church should issue formal identification to the person doing the visit.
* Workers must inform a supervisor or another worker of the proposed visit.
* In the case of children and young people never go into a home if a parent or carer is absent unless the child would be at risk of significant harm if you do not do so.
* Keep a written record of the visit detailing the Purpose; Time you arrived and left; Who was present; What was discussed
* If the parent/carer is absent when the call is made, leave some means of identification and explanation for the visit that can be given to them.
* An invitation to a worker's home should only be extended with the knowledge of the team/leadership and the permission of the parent/ carer.

**Toileting, Nappies and Potty Training Procedures**

* Children who are still in nappies will need the support of a parent/carer to aid with changing.
* Children who are potty training will need the support of a parent/carer to aid with their personal needs.
* Some children may require adult assistance at the toilet.
* A statement on the child’s Consent Form will include toileting.
* Parents/Carers will be asked to sign to give their consent for workers/volunteers to assist their child at the toilet.
* ONLY workers/volunteers with DBS certification will be allowed to assist at the toilet.
* The assisting adult will never do anything of a personal nature that a child can do for him/herself.

**Transportation**

Where children, young people or vulnerable adults are being transported by church-organised transport the Church will ensure there are guidelines in place and that these apply to all drivers and journeys carried out on behalf of and with the knowledge of the organisation. This does not apply to private arrangements for transportation made, for example, between adults with parental responsibility.

Guidelines for Church-organised transport children, young people or vulnerable adults are as follows:

* Driving should be restricted to those who have gone through the Church’s recruitment procedures for workers.
* All drivers must have read the Church’s Safeguarding Policy and agreed to abide by it.
* Parents / carers should be asked to sign a Consent Form
* The driver must hold a full driving licence
* The driver and vehicle must be adequately insured and vehicle road worthy.
* It is reasonable to expect that a driver may be alone with a child/vulnerable adult for short periods. Consideration should therefore be given to dropping off the least vulnerable last and routes should be planned accordingly. Where the driver is alone with a child or vulnerable adult in the vehicle the child or vulnerable adult should be sitting in the back of the vehicle.
* Drivers should not spend unnecessary time alone in the vehicle with someone they are transporting. In an emergency situation the driver must contact the leader for that ministry area or the Safeguarding Coordinator to advise them.
* When travelling in groups with more than one vehicle it is good practice to insist those being transported stay in the same groups on the out-going and return journey. This will avoid anyone, at worst, being left behind.
* At collection or dropping off points no child or young person should be left on their own and the driver should make sure they are collected by an appropriate adult. This may also apply to a vulnerable adult, depending on the nature of their vulnerability and/or disability.
* It is advisable to be aware of instances where it may be unwise for a particular driver to transport a particular individual e.g. previous disagreements or romantic attachment.
* If parents or carers do some transporting, they must be made aware that such arrangements are their own responsibility and not the Church’s.

Children arriving or leaving independently should only do so if parental/carer permission has been granted via the Consent Form.

**Workers from other organisations**

In addition to the usual safeguarding principles applying the Church leaders recognise that, where workers from other organisations are involved in our church work, there is a need for clarity with regard to all child protection matters because they may have their own safeguarding policy and procedures. It is expected that sending organisations will agree to designate responsibility and that:

* All allegations of child abuse will be referred to a designated Safeguarding Co-ordinator or their deputy. If the suspicions in any way implicate both the Co-ordinator and the Deputy Coordinator, then Children’s Services or the sending organisation’s co-ordinator should be contacted in accordance with the safeguarding policy. CCPAS could also be contacted for advice.
* The Designated Safeguarding Person (Safeguarding Co-ordinator) has responsibility to action all allegations or suspicions of abuse. If the suspicions in any way involve the Co-ordinator then the matter should be reported to the Deputy Co-ordinator.
* The Designated Co-ordinator has the authority to contact either Children’s Services local to the child's home, Children’s Services or the Police local to the Camp and/or CCPAS for advice.
* Allegations will be dealt with on a 'need to know' basis.
* If allegations involve a child or worker from a sending organisation then the leader of that church or a nominated person (i.e. their Safeguarding Co-ordinator) will be informed. It is expected they will keep confidence and not investigate the matter themselves.
* Should a sending organisation have other reporting mechanisms, this will be discussed and an agreement made between with that church/organisation.

**What to do when you come across a concern or allegation of abuse or neglect**

**Initial Response**

If there is a concern that a child, young person or vulnerable adult may have been abused or a direct allegation of abuse is been made, it is important the person receiving this information does the following:

* Make notes as soon as possible (preferably within one hour of the person talking) including a description of any injury, its size, and a drawing of its location and shape on the child's body.
* Write down exactly what has been said (even if you may find some of the language offensive), when they said it, what was said in reply and what was happening immediately beforehand (e.g. a description of an activity).
* Write down dates and times of these events and when the record was made.
* Write down any action taken and keep all hand-written notes even if subsequently typed up.

These notes should be passed on to the Safeguarding Coordinator to assist them should the matter need to be referred to Adult or Children’s Social Services or the police.

All documents should be signed, dated and kept for an indefinite period in a secure place.

Consideration should be given to any procedures that have already been adopted by the organisation and it is important that the conditions laid down by organisation’s insurers are followed to ensure there is appropriate cover against any claims.

There is also a requirement for some allegations to be reported to both the Charity Commission and the Disclosure and Barring Service (DBS)

CCPAS can also offer independent advice that will be followed by written confirmation of the advice given. If the Safeguarding Co-ordinator, or Deputy, is not contactable or they are subject of the concerns, the statutory agencies should be contacted.

**Reporting Do’s and Don’t’s**

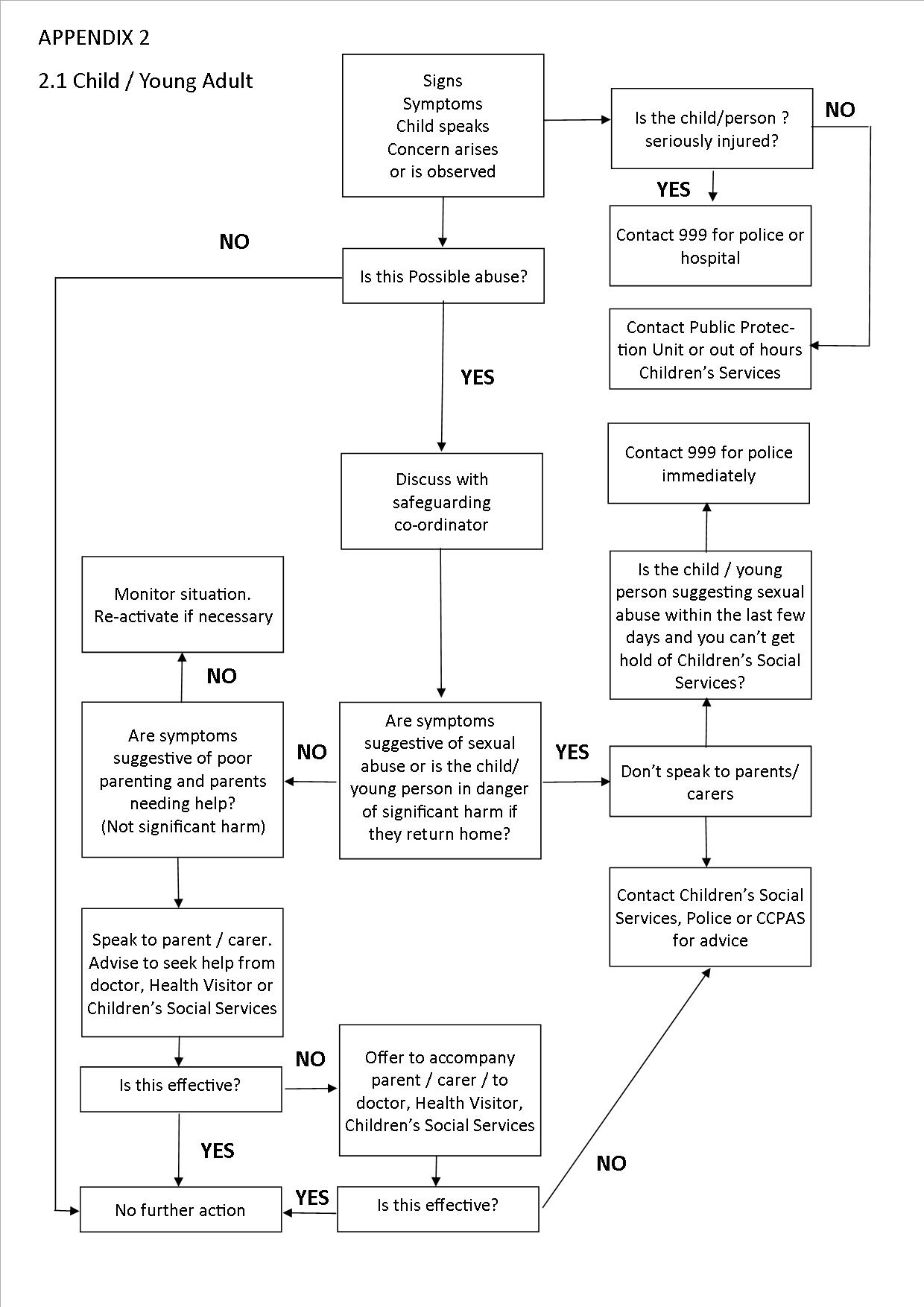
Here are some important basics, to make sure you get it right. Plus, there is a handy flow chart on the next page – keep it handy if you need to.

**Do:**

* Stay calm;
* Listen and hear;
* Express concern and sympathy about what has happened;
* Reassure the person – tell the person that s/he did the right thing in telling you;
* Let the person know that the information will be taken seriously and give information about what will happen next;
* If urgent medical/police help is required, call the emergency services;
* Ensure the safety of the person;
* Be aware that medical and forensic evidence might be needed;
* Let the person know that they will be kept involved at every stage;
* Record in writing (date and sign your report) and report to the named safeguarding co-ordinator at the earliest possible time;
* Act without delay.

**Do not:**

* Stop someone disclosing to you;
* Promise to keep secrets;
* Press the person for more details or make them repeat the story;
* Gossip about the disclosure or pass on the information to anyone who does not have a legitimate need to know, (this may include a parent);
* Contact the alleged abuser (this may include a parent);
* Attempt to investigate yourself;
* Leave details of your concerns on a voicemail or by email;
* Delay

**Flowchart**

**Definitions of Abuse**

**Statutory Definitions of Abuse (Children)**

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. They may be abused by an adult or adults or another child or children.

Child protection legislation throughout the UK is based on the United Nations Convention on the Rights of the Child. Each nation within the UK has incorporated the convention within its legislation and guidance.

The four definitions of abuse below operate in England based on the government guidance ‘Working Together to Safeguard Children (2013)’.

**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.

**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.

**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.

**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.

**To Conclude**

Here at New Life Church, Coalville we think that excellence and transparency are key, ensuring that everything we do is safe for all people engaging with our ministries. Thank you for playing your part in that.

The Safeguarding Co-ordinators and Leader of your Ministry area are always willing to discuss any questions or concerns, so please get in touch with them should you wish to discuss anything relating to safeguarding.

New Life Church considers the interests of the child / vulnerable adult are paramount at all times, and if it is necessary to depart from general guidelines in particular circumstances, this should only be done with the knowledge of the worker’s supervisor, or in an emergency reported in writing after the event.

Thank you again 😊