



GATEWAY SAFEGUARDING POLICY

Outline of Policy Content

SECTION 1 - Gateway Safeguarding Policy

Statement SECTION 2 - Details of Place of Worship

SECTION 3 - Leadership Safeguarding Statement

SECTION 4 - Practice and Guidelines

SECTION 5 - Pastoral Care

Appendix - Flowchart for Procedure for responding to Safeguarding Concerns

Appendix

SECTION 1

GATEWAY CHURCH Safeguarding Policy Statement

At Gateway Church, we believe it is important that everyone has the opportunity to access information about safeguarding, so that together we can keep everyone; children, young people, adults and our church community safe. Our policy has been created with courtesy of Thirtyone:eight. The role of the Leadership Team is vital because they have key responsibilities within the organization, to ensure safeguarding is embedded within the policies and practices of the church community.

The following statement was agreed by the Trustees on:

_____ January 2021 _____

Signed _____ R Carter _____ Position ___ Church Leader _____

Signed _____ A Wells _____ Position _____ Trustee _____

Dated _____ 13/01/2021 _____

A copy of this policy is also lodged with: Rob Carter

These responsibilities include:

- Actively supporting safeguarding principles
- Knowing what the Safeguarding Policy says and endorsing it
- Ensuring adequate support is given to the Safeguarding Co-ordinator
- Setting and maintaining a safer culture

- The relationship between the Leadership and the Safeguarding Co-ordinator is crucial. Whatever the situation, it is important that the Leadership never try to deal with safeguarding issues independently and that they give the Safeguarding Co-ordinator(s) their full support.
- Safeguarding concerns within a place of worship in particular can be emotionally and spiritually demanding. Whilst confidentiality is important, it is equally important that the Safeguarding Co-ordinator(s) also receive support. Gateway Leadership Team understand the importance of this role and seek to provide pastoral support for individuals taking up this role.
- As part of their wider safeguarding role, Gateway Leadership Team will also ensure that compliance is in areas such as health and safety, insurance and charity law, government regulated childcare, financial and reporting procedures. For more information please see the details below.

Other Contact details:

The Charity Commission (England and Wales)

PO Box 211

Bootle

L20 7YX

Helpline: 0300 066 9197 (Open Monday to Friday, 10am to midday and 1pm until 3pm)

Report a serious incident on rsi@charitycommission.gsi.gov.uk Website:

<https://www.gov.uk/government/organisations/charity-commission> Information

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- Gateway Church is committed to the safeguarding of children and adults with care and support needs and ensuring their well-being.

- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of children and adults at risk of harm and abuse and to report any such abuse that we discover or suspect.

- We recognise that the personal dignity and rights of children and adults; and will ensure all our policies and procedures will reflect this.

- We believe all children and adults should enjoy and have access to every aspect of the life of the place of worship/organisation.

- We undertake to exercise proper care in the appointment and selection of those who will work with children and adults with care and support needs. We believe every child and adult with care and support needs should be valued, safe and happy. We want to make sure that children and adults with care and support needs we have contact with know this and are empowered to tell us if they are experiencing significant harm.

Gateway Church is committed to:

- Following statutory denominational and specialist guidelines in relation to safeguarding children and adults and will ensure that as a place of

worship/organisation all workers will work within the agreed procedure of our safeguarding policy.

- Implementing the requirements of the Disability Discrimination Acts 1995 and 2005, Equality Act 2010 and all other relevant legislation.

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- Supporting, resourcing and training those who undertake this work.
- Ensuring that we are keeping up to date with national and local developments relating to safeguarding.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting all in the place of worship/organisation affected by abuse.

Gateway Church recognise:

- Children's Social Services has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.

Safer Recruitment

- The Leadership will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

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- There is a written job description / person specification for the post •

Those applying have completed an application form and a self declaration form

- Those short listed have been interviewed
- Safeguarding has been discussed at interview
- Written references have been obtained, and followed up where appropriate •

A disclosure and barring check has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information). Qualifications where relevant have been verified

- A suitable training programme is provided for the successful applicant.
- The applicant has completed a probationary period
- The applicant has been given a copy or email link of the organisation's safeguarding policy and knows how to report concerns.

Safeguarding training

The Leadership is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a 3 yearly regular basis.

The Leadership will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

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We will review this statement and our policy annually.

If you have any concerns for a child or adult, then speak to one of the following who have been approved as Safeguarding Co-ordinators for this place of worship/organisation.

ROB CARTER _____ Safeguarding Co-Ordinator

To be confirmed _____ Deputy Safeguarding Co-Ordinator

A copy of GATEWAY CHURCH SAFEGUARDING POLICY can be seen on our website.

Signed by leadership

Signed _____ R Carter _____

Date _____ 13/01/2021 _____ names/address updated (Summer 2023)

SECTION 2 – DETAILS OF PLACE OF WORSHIP

Name of Organisation: Gateway Church

Gateway Church

Address: The Kingsway, Ewell, Epsom, KT17 1NB

Tel Number: 07920 820038

Email: robncarter@gmail.com

Website address: www.gateway-church.uk

Member of ChristCentral churches part of Newfrontiers

Charity Number: 1194868

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SECTION 3 – LEADERSHIP STATEMENT

Our commitment

As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.”

As a Leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and any attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by Thirtyone:eight.

The Leadership undertakes to:

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.

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- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
- ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- the Leadership agrees not to allow the document to be copied by other organisations.

SECTION 4 – PRACTICE GUIDANCE

Definition of a child

The legal definition of a child is someone under the age of 18 according to The Children Act 1989. Throughout this guidance when we refer to a child our meaning (unless otherwise stated) is a person under the age of 18.

What is meant by child 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. This includes church communities. They may be abused by an adult or adults, or another child or children.

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Government guidance defines four main categories of maltreatment: physical abuse, sexual abuse, emotional abuse and neglect.

What are the signs of abuse in children?

Signs of Possible Abuse (children & young people)

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life.

Physical

- Injuries not consistent with the explanation given for them
- Injuries that occur in places not normally exposed to falls, rough games, etc
- Injuries that have not received medical attention
- Reluctance to change for, or participate in, games or swimming

- Repeated urinary infections or unexplained tummy pains
- Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation*
- Cuts/scratches/substance abuse*

Sexual

- Any allegations made concerning sexual abuse
- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour
- Age-inappropriate sexual activity through words, play or drawing
- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home

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- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations
- Eating disorders - anorexia, bulimia*

Emotional

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging.
- Depression, aggression, extreme anxiety.
- Nervousness, frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour

- Persistent tiredness
- Running away/stealing/lying

Neglect

- Under nourishment, failure to grow, constant hunger, stealing or gorging food,
Untreated illnesses,
- Inadequate care, etc

*These indicate the possibility that a child or young person is self-harming. Approximately 20,000 are treated in accident and emergency departments in the UK each year.

Definition of an adult:

An adult is someone over 18 (unless specific legislation states

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otherwise). Over the years, there have been a number of pieces of legislation dealing with adults of different ages and circumstances. (The Universal Declaration of Human Rights (1948), the European Convention on Human Rights, the Human Rights Act 1998 and the UN Convention on the Rights of persons with Disabilities (2008)). These can now be summarised in the Care Act 2014 which refers to adults with care and support needs. It follows that some adults, because of circumstance or particular vulnerability or risk, may be in need of protection.

Adults at risk of Harm

When considering the safeguarding issues regarding adults, other pieces of legislation are also relevant such as the Anti-Social Behaviour, Crime and Policing Act 2014 which deals with Forced Marriage, the Modern Slavery Act 2015 which deals with trafficking and abuse, the Domestic Violence Crime and Victims Act 2004 which is self - explanatory but which may be strengthened to deal with coercive and controlling behaviour. These pieces of legislation apply to England and Wales.

Another important piece of legislation when dealing with safeguarding adults is the Mental Capacity Act 2005. Where decisions are being considered regarding the welfare of adults, under the Care Act 2014 they have to be full participants in the process and those who are involved in the investigations and assessments will form a view of the adult's capacity to make decisions for themselves. This means that where there are safeguarding concerns, referrals must be made to Adult Services so that this level of capacity can be assessed.

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Responding to Safeguarding Concerns

If there is a concern that a child, young person or adult with care and support needs may have been abused or a direct allegation of abuse has 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 if possible a drawing of its location and shape on the child's body.

- Write down exactly what has been said, when it was said, 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 handwritten notes even if subsequently typed up. These notes should be passed on to the Safeguarding Co-ordinator to assist them should the matter need to be referred to the statutory agencies such as Adult or Children's Social Services or the police.
- Workers need to share concerns with the Co-ordinator(s) as well as clear allegations made by, or about, children, young people and adults at risk. Sharing 'gut feelings' at an early stage, may assist in helping those who need it.
- Remember someone becoming quiet and withdrawn does not automatically mean that they are being harmed. By sharing your concern about them with your Safeguarding Coordinator, it will enable you to discuss ways of asking 'open questions' which may clarify their worries.

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- Questions such as 'you seem a bit quiet today. Can you tell me about it?' will enable them to talk to you (if they wish) and let them know you are interested in them.
- Gateway Church will ensure that regular safeguarding training opportunities are accessed by staff and volunteers where they have responsibility for children and adults with care and support needs in the church community. Workers need to know what the process is for the 'dos' and 'don'ts' of reporting concerns and allegations

Link: Flow Chart for Action (children and young people)

<https://thirtyoneeight.org/media/m31lv3aq/flowchart-online-safety.pdf>

(copy in appendix 1)

The Thirtyone:eight helpline is available 24 hours each day for the safeguarding co-ordinator or any other person to discuss concerns and receive advice – 0303 003 1111

- **Unfounded Allegations** – sometimes these are referred to as ‘false allegations’. It needs to be remembered that in relative terms very few allegations are fabricated (less than 10% in many research studies). Others may not lead to prosecutions because of the inability to prove or disprove. Therefore, safe practice guidelines are essential for those who work with those who may be vulnerable to minimise situations where actions can take place or be misinterpreted.
- **And remember** – it is not our job to decide what is true or untrue but to report what is alleged.

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Responding to allegations of abuse

Under no circumstances should a volunteer or worker carry out their own investigation into an allegation or suspicion of abuse. Follow procedures as below:

- **Documenting a concern**

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to:

Name: Rob Carter (hereafter the "Safeguarding Co-ordinator") **Tel:**
07920 820038

Email: rob@gateway-church.uk

The above is nominated by the Leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

- In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to:

Name: Rob Carter (hereafter the "Deputy")

Tel: 07920 820038

Email: rob@gateway-church.uk

If the suspicions implicate both the Safeguarding Co-ordinator and the Deputy, then the report should be made in the first instance to:

thirtyone:eight PO Box 133, Swanley, Kent, BR8 7UQ.

Tel: 0303 003 1111.

Alternatively contact Social Services or the police.

- The Safeguarding Co-ordinator should contact the appropriate agency or they may first ring the Thirtyone:eight helpline for advice. They should then contact social services in the area that the child or adult lives.

Name of local authority: Surrey

Children's Social Services: Surrey Children Services

Tel:03004709100

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Out of hours [Tel: 01483 517898](tel:01483517898) to speak to our emergency duty team

Website Address: www.surreycc.gov.uk/social-care-and-health/childrens-social-care/contact-childrens-services

Emails are dealt with during normal office hours

For concerns for a child or young person: cspa@surreycc.gov.uk

For concerns for an adult: ascmash@surreycc.gov.uk

SMS: 07527 182 861 (for the deaf or hard of hearing)

VRS: [Sign Language Video Relay Service](#)

Adult Social Services

Tel: Website Address: 0300 470 9100

Email: ascmash@surreycc.gov.uk

Out of hours Tel: 01483 517898 2.

Email: edt.ssd@surreycc.gov.uk

**Textphone (via Text Relay):18001 01483 517898 4. SMS:07800000388
(for the deaf or hard of hearing)**

Fax:01483 517895

The Safeguarding Co-ordinator may need to inform others depending on the

circumstances and/or nature of the concern

- Chair or trustee responsible for safeguarding who may need to liaise with the insurance company or the charity commission to report a serious incident.
 - Designated officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.
 - Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Services, the Police or taking advice from Thirtyone:eight.

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- The Leadership will support the Safeguarding Co-ordinator/Deputy in their role and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.
- It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from Thirtyone:eight, although the Leadership hope that members of the place of worship / organisation will use this procedure. If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the Safeguarding Co-ordinator/Deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Detailed procedures where there is a concern about a child:

Allegations of physical injury, neglect or emotional abuse. If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children's Social Services (or Thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Do Not tell the parents or carers unless advised to do so, having contacted Children's Social Services.

- Seek medical help if needed urgently, informing the doctor of any

suspicions.

- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Services direct for advice.
- Seek and follow advice given by Thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

Allegations of sexual abuse

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by Thirtyone:eight if for any reason they are unsure whether or not to contact Children's Social Services/Police. Thirtyone:eight will confirm its advice in writing for future reference.

Detailed procedures where there is a concern that an adult is in need of protection:

Definition of an adult at risk of harm:

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An adult is someone over 18 (unless specific legislation states otherwise).

Over the years, there have been a number of pieces of legislation dealing with adults of different ages and circumstances. (The Universal Declaration of Human Rights (1948), the European Convention on Human Rights, the Human Rights Act 1998 and the UN Convention on the Rights of Persons with Disabilities (2008)). These can now be summarised in the Care Act 2014 which refers to adults with care and support needs. It follows that some adults, because of circumstance or particular vulnerability or risk, may be in need of protection.

When considering the safeguarding issues regarding adults, other pieces of legislation are also relevant such as the Anti-Social Behaviour, Crime and Policing Act 2014 which deals with Forced Marriage, the Modern Slavery Act 2015 which deals with trafficking and abuse, the Domestic Violence Crime and Victims Act 2004 which is self-explanatory but which may be strengthened to deal with coercive and controlling behaviour. These pieces of legislation apply to England and Wales.

Another important piece of legislation when dealing with safeguarding adults is the Mental Capacity Act 2005. Where decisions are being considered regarding the welfare of adults, under the Care Act 2014 they have to be full participants in the process and those who are involved in the investigations and assessments will form a view of the adult's capacity to make decisions for themselves. This means that where there are safeguarding concerns, referrals must be made to Adult Services so that this level of capacity can be assessed.

Suspicious or allegations of abuse or harm including; physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse.

If there is concern about any of the above, Safeguarding Co-ordinator/Deputy will:

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively Thirtyone:eight can be contacted for advice.

- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

If there is a concern regarding spiritual abuse, Safeguarding Co-ordinator will:

- Identify support services for the victim i.e. counselling or other pastoral support
- Contact Thirtyone:eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

Allegations of abuse against a person who works with children/young people

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Services in regards to the suspension of the worker
- Make a referral to a designated officer formerly called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

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Allegations of abuse against a person who works with adults with care and support needs

The Safeguarding Co-ordinator will:

- Liaise with Adult Social Services in regards the suspension of the worker
- Make a referral to the DBS following the advice of Adult Social Services

The Care Act places the duty upon Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not the church.

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SECTION 5 – PASTORAL CARE SAFE AND SECURE

Supporting those affected by abuse

The Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of Gateway Church.

Those who experience abuse may be current, recent or distant past, however the effect of these experience can be devastating and long term, for not only the person who has been abused, but also for family members, friends, social groups and the organisation or faith community.

Those affected may struggle with a range of issues, including aspects of

faith and spirituality – particularly where the abuse occurred within a faith context. So, this needs sensitive handling.

Showing care and compassion, being available to listen and offer support are important in responding to the needs of adult survivors. Some people will need professional help and it is important to recognise this.

Working with offenders and those who may pose a risk

When someone attending Gateway Church in person or online is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person, which they will be expected to keep.

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These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.

There are those living in the community who may pose a risk to others. They may wish to be actively involved in local organisations or groups. Some violent or sexual offenders genuinely want to change but others try to join places of worship and faith communities because they see them as places where they will easily gain access to children or adults with care and support needs. This is because forgiveness, mercy and unconditional acceptance are often important aspects of faith and belief.

Organisations and faith communities must understand that no matter how well-intentioned some people are, sex offending is often addictive.

However repentant a person may appear to be, it is potentially very dangerous to allow them to be in contact with children and/or adults with care and support needs. This does not mean the person should be rejected but it does mean organisations must have strong policies in place to supervise, manage and support anyone who has committed or been accused of sexual or violent crimes against children or adults at risk. This also means that people who pose a potential risk should not be given any position of responsibility that may be perceived by others as a position of trust. Accountability is crucial and where operated effectively can act as a protective factor and reduce re-offending.

Safeguarding is important to us, so here at Gateway Church we want everyone to hold the same values that we have, so that the church community is a safe place for everyone.

Appendix 1

Flowchart of procedures for responding to safeguarding concerns

