



WELCOME

Lorraine Leonard – Diocesan Youth Ministry Co Ordinator

Lorraine.Leonard@dioceseofsalford.org.uk

Dawn Lundergan - Director of Safeguarding

Dawn.Lundergan@dioceseofsalford.org.uk

Rachel McGee – Communications Manager

Rachel.McGee@dioceseofsalford.org.uk



“You, dear young people,
are not the future but the
now of God.”

Pope Francis 27th January 2019



Youth work offers young people safe spaces to explore their identity, experience decision-making, increase their confidence, develop inter-personal skills and think through the consequences of their actions.

This leads to better informed choices, changes in activity and improved outcomes for young people.



Helping young people to develop personal and social skills

Providing a wide range of opportunities for young people

Building relationships

Giving information and guidance

Dealing with young people's concerns

Helping young people take responsibility

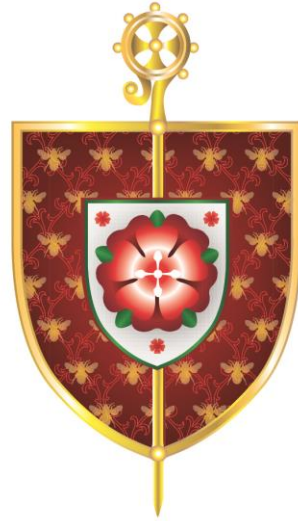
Offering different experiences

Learning through having fun

Helping young people to make their own choices



Youth Ministry is a process rather than a programme. It is rooted firmly in ideals and standards of the Gospel. It is about JOURNEYING WITH YOUNG PEOPLE.



SALFORD CATHOLIC
SAFEGUARDING COMMISSION

Creating a Safe Environment in a Youth Group Context

An ongoing culture of vigilance

Statement of Principle

“Being loved and kept safe go to the very heart of the Church’s ministry to children and vulnerable adults”

(Safeguarding with Confidence -The Cumberlege Commission Report, 2007)

Everyone in the Church has a responsibility to safeguard and promote the wellbeing of those who worship in our Church or who join us for any activity facilitated by Church members.



The Purpose of the Safe Environment Procedures

When Church activities are organised well, with regard for the safety and wellbeing of all, we reduce the risk of avoidable harm to all participants and create spaces of true welcome in which relationships which are respectful and enriching can develop.



Step 1: Recruit Correctly - Young People & Volunteers

Does anyone want a youth club?

- Talk to as many young people as possible
- What / when / where?

Ensure that all volunteers have been recruited properly.

Code of Conduct (volunteers and young people) .



Disclosure &
Barring Service

Planning Stage

Get together a small group of people (steering group) at the very beginning of your planning process.

How are you going to manage the group?

- Size / frequency of meetings / make-up of group / how will you exchange ideas / how will you reach decisions?
- Terms of reference / constitution
- Role responsibilities e.g. publicity / fundraising

Policies

Everyone involved in the group needs to know the boundaries within which it functions.

Discussing and agreeing policies on issues that are important to the youth group users right at the beginning will contribute to the smooth running of the group.

<https://www.csas.uk.net>

<https://www.csas.uk.net/safeguarding-resources>

Towards a culture of safeguarding

...every person is encouraged and
enabled to enjoy the fullness of life
in Jesus Christ....



Obtain Approval

Parish priest's responsibility.

Parish Safeguarding Representative's responsibility.

Youth Department / HiTF responsibility.

For activities away from the normal meeting place approval must be obtained.



Provide the Right Environment

- Ensure that where the activity is to take place is appropriate.
- Some things to consider:
 - Is it public? Is it safe, warm, clean?
 - Is there anything that could cause an accident?
- Where are the emergency exits / fire extinguishers? Are they clearly marked? Do the leaders know where to find them? Do participants?
- Complete an incident form



Recognising Abuse

- How might abuse occur in a church setting?
- What is abuse?
- In groups, consider circumstances in the church where a child or adult at risk may be harmed by an adult (in particular, a volunteer), but the harm was accidental / inadvertent.
- Now repeat the task, but with the harm being deliberate / intentional and therefore abusive.



Supervision Levels

- Ensure that there is a minimum of two leaders.
- Some other things to consider:
- Gender balance of the group
- Needs of the group
- Experience and skills of the group
- Are you planning to break into sub-groups?
- Ratios (as established by the DfE)
- 1 Adult to 3 (under 5 year olds)
- 1 Adult to 6 (5 to 8 year olds)
- 1 Adult to 10 (8 to 11 year olds)
- 1 Adult to 15 (aged 11+)



Risk Assessment

- Ensure that a Risk Assessment is done before any planned event.
- Some things to consider:
- Think about the activities and the participants of the activity as you complete the risk assessment.
- Good examples are available on the HSE website.
- Health and Safety Co-Ordinator's advice.



Seek Consent

- For activities where parents / carers are not in the vicinity consent forms must be completed.
- Some things to consider:
 - Consent for photographs / Displaying photographs
 - Medical Information
 - Emergency Contact Details
 - Code of Conduct



Managing Behaviour and Conflict

Good planning and adequate support for any activities within church life can help to prevent behaviours that lead to conflict. Planning may include:

- setting and maintaining safe, consistent and understandable boundaries or overt agreement to abiding by a Code of Conduct;
- considering individual circumstances in managing behaviour and conflict (not all responses will be appropriate for all individuals);
- avoidance of triggers for disruptive behaviours;
- building in methods and opportunities for rewarding and praising good behaviour;
- agreeing preferred management of disruptive behaviour (e.g. reactive strategies to de-escalate a conflict);
- agreeing in advance the purpose and types of sanctions that will be enforced if necessary (e.g. short, specific to the incident, giving the message that it is the behaviour and not the person that is not welcome);

Dealing with Bullying

A zero-tolerance approach to bullying must be taken and bullying must always be reported within the Church, whomever the alleged bully and the person being bullied, wherever the bullying is taking place.

When setting up group activities, consideration should be given to producing a statement to say that bullying will not be tolerated, should be reported and that action will be taken. The following statement can be adapted for local use:

“We are committed to providing a caring, friendly and safe environment for all our children and young people so that they can develop in a caring and secure environment. Bullying of any kind is unacceptable in this group/event. If bullying does occur, children, young people or adults should feel confident to tell the group leader or somebody else within the group and can expect action to be taken to prevent the bullying continuing”.

First Aid

Before planning any activity, the event leader must determine whether a qualified first aider is required. If a qualified first aider is not required, the leader must designate an 'appointed person'.

Prior to the event, the first aid leader or appointed person must ensure that the First Aid Kit is maintained and accessible to leaders at all times (see [First-aid Box, Health and Safety Executive website](#) and that the accident books is accessible and maintained.

For more information about first aid responsibilities visit www.HSE.Gov.uk

Transport

- Ensure that transport arrangements are appropriate.
- Some things to consider:
- Accessibility.
- Supervision.
- Hiring vehicles.
- Driver entitlement on licence - such as Passenger Carrying Vehicle Licence (PCV).
- Seat belts.
- Insurance.
- Is this a parish or personal arrangement?



Insurance

- Ensure that there is adequate insurance cover for all activities.
- Some things to consider:
- Is this an activity on church / parish premises?
- Confirm insurance arrangements when event is away from normal venue.
- Confirm insurance arrangements for transport (mini buses, private cars etc.)



Record Keeping

Keep a brief record of sessions / events.

Keep it simple. It doesn't need to become a paper exercise, it needs to be useful for the organiser.



Safe Use of Technology

- Creating and managing church-related websites and social media pages
- Access to the internet
- Good practice in relation to social networking:
- Personal social networking accounts
- Church website and social media monitoring and reporting
- The use of email and texting (SMS)
- Administrators and Moderators
- Sexting



Photography and Filming

Individual's rights

Consent for images of children and young people

Photography and filming at activities

Inappropriate photography and filming

Storing images safely

CCTV

Live Streaming



Other Considerations

- Major Incidents - 999.
- Physical contact.
- Gifts, rewards, favouritism and exclusion.
- Infatuations and 'crushes'.
- Sexual conduct.



Sharing Concerns and Recording Incidents

All volunteers should be aware of the CSAS safeguarding policies and procedures, including the procedures for dealing with allegations against volunteers.

In the event of an allegation being made, by any person, or incident being witnessed, the relevant information should be immediately recorded and reported to the safeguarding office or parish safeguarding representative, as appropriate.

Volunteers should feel able to discuss with the group leader any difficulties or problems that may affect their relationship with or behaviour towards young people, so that appropriate support can be provided and/or action can be taken.

In order to safeguard and protect young people and volunteers, where there are any concerns about someone they should immediately report this to the group leader, safeguarding representative or safeguarding office.

Safer Working Practices

- Using the Guidance for Safer Working Practices consider which of the scenarios described on the sheet are safe?
- How would you respond if there was a disclosure of each scenario?



Key Relationships

- Which are the key relationships that will support you in this new role?
- Priest
- Parish Safeguarding Representatives
- Safeguarding Team
- Leaders of Church Activities



Remaining Vigilant

- Never think you have done enough in terms of creating a safer culture
- Always believe it could happen here
- Keep safeguarding high on everyone's agenda
- Never rely on any one process to keep children safe

Contact Details

Dawn Lundergan

07436 157006

dawn.lundergan@dioceseofsalford.org.uk

Cath Taylor

07388 991964

catherine.taylor@dioceseofsalford.org.uk

Colette Morris

07741899560

colette.morris@dioceseofsalford.org.uk



Safeguarding Office:

0161 817 2206

Madeline Wheeler

madeline.wheeler@dioceseofsalford.org.uk

Nathan Keogh

nathan.keogh@dioceseofsalford.org.uk

Any Questions ?

