



## **Safeguarding Policy**

### **Statement of safeguarding principles<sup>1</sup>**

#### **Preamble**

We believe that every person has a value and dignity that comes directly from humankind's creation in God's own image. Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

#### **Principles**

We are committed to:

- the care and nurture of, and respectful pastoral ministry with, all children, young people and adults
- the safeguarding and protection of all children, young people and adults, so far as is reasonably practicable
- the establishing of safe, caring communities which provide a loving environment where there is informed vigilance as to the dangers of abuse.

We will carefully select and train all those with any responsibility in working with children, young people or vulnerable adults within or on behalf of the College, including the use of criminal records disclosures and registration with the relevant vetting and barring schemes as required.<sup>2</sup> We also recognise our duty to develop and support safe practice in relation to those children, young people, or vulnerable adults with whom students come into contact as part of their Placement unit or other programme requirements.

We will respond without delay to every complaint made which suggests that an adult, child or young person may have been harmed, cooperating with the police and local authority in any investigation.

We will seek to work with anyone who has suffered abuse, developing with them an appropriate ministry of informed pastoral care.

We will seek to challenge any abuse of power, especially by anyone in a position of trust.

In all these principles, we will follow legislation, guidance and recognised good practice.

While it is impossible to ensure that a child, young person or vulnerable adult would never come to any harm, the adoption of this policy and associated guidelines aims to facilitate the management of the risk associated with the duty to protect such individuals.

Safeguarding Protection Officer (Lead): Louise Kenyon

Safeguarding Protection Officer (Deputy): Geordan Hammond

Operations Director: Pauline McKendrick

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<sup>1</sup> Adapted from the Policy for the Methodist Church, Safeguarding Children and Young People (2010)

<sup>2</sup> Disclosure and Barring Service (DBS)

## **Introduction**

### **Nazarene Theological College policy on the safeguarding of children, young people and vulnerable adults**

Nazarene Theological College aims to adopt the highest possible standards and take all reasonable steps in relation to the safety and welfare of children, young people and vulnerable adults.

This policy applies to all staff, students and volunteers who may be working with children and young people (people under 18 years of age) and vulnerable adults (i.e. as defined by section 59 of the Safeguarding Vulnerable Groups Act (2006) and/or those persons aged over 18 who by reason of mental or other disability, age or illness are or may be unable to take care of themselves or are or may be unable to protect themselves against significant harm or exploitation) whom the College encounters through its teaching and research activities as well as through its offsite programmes.

This policy does not seek to discourage such activities. Instead, this policy seeks to support these activities and to offer assurances to both staff, students, volunteers and visitors. Through its implementation, the College seeks to protect children, young people and vulnerable adults and to keep them safe from harm when in contact with College students, faculty and staff (whether acting in a paid or unpaid capacity).

### **Aims and objectives**

Nazarene Theological College wishes to ensure that it maintains the highest possible standards to meet its social, moral and legal responsibilities to protect and safeguard the welfare of children, young people and vulnerable adults with whom the College's work brings it into contact, recognising that it cannot act "in loco parentis". Ultimate responsibility will continue to rest with parents and guardians.

While it is impossible to ensure that a child, young person or vulnerable adult would never come to any harm, the adoption of this policy and associated guidelines aims to facilitate the management of the risk associated with the duty to protect such individuals.

The aim of this policy is to highlight areas that form the basis of the College's approach to safeguarding the well being of children, young people and vulnerable adults and to set out a code of practice (see Appendix 1) for all faculty, staff, students and volunteers at the College who may work with them.

### **Risk assessment**

All staff and faculty that intend to, or may be put in the position of, working with children, young people or vulnerable adults should ensure that they understand the implications of this policy before commencing any programme, event, visit or other activity.

A designated individual, in conjunction with the Safeguarding Protection Officer, should complete a risk assessment before any new or changed programme, event, visit or any other activity involving children, young people or vulnerable adults, or before admitting [or employing] a person under-18.

All those involved in the risk assessment process should understand that the risk assessment is not only a way to mitigate or remove any potential risks but may also be a prompt to consider alternative working practices.

### **Recruitment, selection and employment procedures**

Nazarene Theological College will take all appropriate steps to ensure that unsuitable people are prevented from working with children.

Where the risk assessment has identified those students, staff or faculty have contact with children, young people or vulnerable adults that can be defined as 'regulated activity'<sup>3</sup> (which might include regular

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<sup>3</sup> Regulated activity as defined by the DBS

processing of information), rigorous checks into their eligibility will be required.

Nazarene Theological College is registered with [thirtyone:eight](#) and will ensure that any work which is currently defined as regulated activity relating to children or vulnerable adults as defined by the Safeguarding Vulnerable Groups Act (2006) and DBS guidelines will be checked for relevant criminal convictions.

### **Dealing with suspicions or allegations of abuse**

Concerns for the safety and well-being of children, young persons or vulnerable adults could arise in a variety of ways and in a range of different settings, including online media. For example, a child may report or display signs of abuse; someone may hint that a child is at risk or that a colleague is an abuser; an individual may witness or hear about abuse in another organisation; signs of abuse or neglect (including self-harm) may be observed when teaching online. It is essential to act quickly and professionally in all cases of suspected abuse.

Any allegation by a child, young person or vulnerable adult against a member of staff or faculty member, another student or a volunteer should be reported immediately to the relevant designated individual who has responsibility under this policy. In dealing with any such allegation the College has a duty of care both to the child, young person or vulnerable adult concerned and to the member of staff, student or volunteer against whom the allegation is made.

### **Prevent: Protection of the risk of radicalisation and extremism**

Terrorism is defined as the use or threatened use of violence for the purpose of advancing a political, religious, racial or ideological cause. Nazarene Theological College is committed to preventing students from being drawn into terrorism. Please see *Prevent Duty Policy (Extremism and Radicalisation)* for further information

### **Responsibility**

The Senior Leadership Team will be responsible for reviewing and updating this policy. This responsibility may be devolved as appropriate.

The Operations Director will advise on the employment of under-18 members of staff or volunteers and, in conjunction with the Senior Leadership Team will be responsible for monitoring their welfare. This responsibility may be devolved as appropriate.

Allegations or suspicions of abuse should be reported to the Safeguarding Protection Officer or the Operations Director, if the allegation is against the Safeguarding Protection Officers.

They in turn will report to the Senior Leadership Team who will nominate a Co-ordinator, most likely to be one of the Safeguarding Protection Officers unless the allegation is against them, to deal on their behalf with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

The Co-ordinator may also be required by conditions of the College Insurance Policy to immediately inform the Insurance Company.

Suspicions **must not be discussed with anyone other than those nominated above**. A written record of the concerns should be made in accordance with College procedures and kept in a secure place (see appendix 2).

The role of the Co-ordinator is to clarify the precise details of the allegation or suspicion and pass this information on to the Social Services Department/County LADO Service within 24 hours. **The Co-ordinator must not investigate allegations or suspicion. It is Social Services task to investigate the matter under Section 47 of the Children Act 1989.**

### **Allegations of Physical Injury or Neglect**

If a child, young person or vulnerable adult has a physical injury or symptom of neglect, the Co-ordinator, Safeguarding Protection Officer or the Operations Director will:

- Contact the Police on 999 if a person is in immediate danger.
- Seek medical help if needed urgently, informing the doctor of any suspicions
- Contact the relevant Designated Safeguarding Lead, LADO or Children’s Social Care Team if there is no immediate danger, you are concerned about a child’s safety, they are afraid to return home, or if advice or information is needed. Advice can also be sought from thirtyone:eight

Not tell the parents or carers unless advised to do so having contacted Social Services.

- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of injury.
- 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 Social Services direct for advice.
- Seek and follow advice given by (who will confirm their advice in writing) if unsure whether or not to refer a case to Social Services.

### **Allegations of Sexual Abuse**

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

- Contact the Social Services Department Duty Social Worker for children and families or Police Family 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 Social Services/Police. thirtyone:eight will confirm its advice in writing for future reference.

**It is, of course, the right of any individual to make a direct referral to the child protection agencies or social services.**

### **Disclosure of a non-recent abuse<sup>4</sup>**

Non-recent abuse [sometimes referred to as historical abuse] is an allegation of neglect, physical, sexual or emotional abuse made by or on behalf of someone who is 18 years or over, relating to an incident which took place when the alleged victim was under 18 years old. Allegations should be responded to in the same way as any other safeguarding concern or allegation. That is because:

- There is a likelihood that a person who abused a child/children in the past will have continued and may still be doing so;
- Criminal prosecutions can still take place, despite the fact that the allegations are non-recent in nature and may have taken place many years ago.

Therefore, we will:

- Seek to ensure that there is a sensitive and effective response for survivors reporting non-recent abuse
- Treat all disclosures of non-recent abuse seriously
- Offer the survivor the opportunity to be heard and listened to
- Ensure that where disclosures allege criminal activity, and/or there is an on-going risk of significant harm to the survivor, a child or adult, this information will be shared with the Police or other public authorities.

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<sup>4</sup> Adapted from [NSPCC: Policy and procedure for children abused in specific circumstances](#) and [Church of Scotland Safeguarding Handbook 1](#)

## CONTACTS

Role	Name	Contact
<b>Operations Director Prevent Lead</b>	<b>Pauline McKendrick</b>	<b>White House</b> <a href="mailto:pmckendrick@nazarene.ac.uk">pmckendrick@nazarene.ac.uk</a> <b>0161 445 3063 ext. 1950</b>
<b>Safeguarding Protection Officer (Lead)</b>	<b>Louise Kenyon</b>	<b>White House</b> <a href="mailto:lkenyon@nazarene.ac.uk">lkenyon@nazarene.ac.uk</a> <b>0161 445 3063 ext. 1917</b>
<b>Safeguarding Protection Officer (Deputy)</b>	<b>Geordan Hammond</b>	<b>Dene House</b> <a href="mailto:ghammond@nazarene.ac.uk">ghammond@nazarene.ac.uk</a> <b>0161 445 3063 ext.1924</b>
<b>Thirtyone:eight</b>		<a href="mailto:info@thirtyoneeight.org">info@thirtyoneeight.org</a> <b>0303 003 1111</b>
<b>Manchester Adults and Children's Social Care</b>		<a href="mailto:mcsreply@manchester.gov.uk">mcsreply@manchester.gov.uk</a> <b>0161 234 5001</b>

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Supersedes:	4
Next review date:	November 2022
Related policies:	Prevent Duty Policy, Data Protection, IT Security Policy, Whistleblowing Policy
Lead contact:	Safeguarding Protection Officer/ Operations Director + Prevent Lead

## Appendix 1

### Code of Practice

The following code of practice applies to all College staff, faculty and students working with children, young people or vulnerable adults, whether acting in a paid or unpaid capacity:

- they will be seen as role models by the children with whom they are in contact at all times, including when they are off duty;
- all College personnel should, therefore, conduct themselves in accordance with the reasonable expectations of someone who represents the College;
- they should take care to observe appropriate boundaries between their work and their personal life. For example, communications they may have with or about children, physical contact, use of social and digital media, or use of vehicles to transport children, young people or vulnerable adults;
- they should seek advice immediately if they come across a child, young person or vulnerable adult who may have been harmed (including self-harm) or a colleague whose conduct appears inappropriate;
- they should not expose themselves or others to material which is sexually explicit, profane, obscene, harassing, fraudulent, racially offensive, politically inflammatory, defamatory, or in violation of any British, European, or international law.
- It is contrary to the policy of the College for those in a position of trust to have sexual relationships with those under the age of 18 for whom they are responsible. A breach of this is likely to be considered as a disciplinary matter. It will be referred to the Local Authority Designated Officer (LADO)
- If you are the recipient of any complaint or accusation from a child, young person or vulnerable adult, it is important to listen without making or implying any judgement as to the truth of the complaint or accusation.
- If a child, young person or vulnerable adult makes a complaint, or if there are other reasons to suspecting abuse, you should not attempt to attempt to investigate this yourself, but report your concerns to the designated Safeguarding Officer.
- Those dealing with any allegations of abuse or misconduct should adhere to the principals set out in this policy. Any information received should be acted upon sensitively, effectively and efficiently. Wherever possible, those making allegations should be given information about the outcome.
- Although allegations should be reported on 'a need to know' basis, staff and students making allegations need not be concerned that they will be breaching confidentiality or the Data Protection Act 2018, as complying with the policy overrides such obligations.

**Appendix 2**

**Record of Allegation or Suspicion of Abuse**

Date and time of initial Report.....at.....

To: Responsible Person (Name):.....

Name of Claimant	Name and contact details child/young person/vulnerable adult	Place of alleged abuse

Names of people present:.....

**Details of allegation or suspicion**

Do not investigate but please give as much detail about the allegation or suspicion.

If you suspect abuse what alerted your attention to the situation.

Please include all names of the people involved:

Any further action taken?

Name of person reporting the incident

(Capitals).....

Signed.....

Date.....