

Responding Well – District Safeguarding Flowchart

Flowchart for those in a role of any kind within the church and to whom people may come with concerns and/or requests for help.

- This procedure is for all churches in the Lincolnshire Methodist District from **September 1st 2017**;
- This procedure relates to concerns about children and adults, their families and/or church officers and Ministers;
- It also should be used by Pastoral Visitors, Local preachers, Local Church Pastors and all paid lay roles;

Concern (even if a just niggle) about...

.....Help and Support

Those in a role have a concern. It feels more about the general well-being of someone rather than abuse:

EARLY HELP IS BEST EVEN IF THINGS ARE UNCLEAR.

- Gather information – you may be able to resolve things quickly;
- Record on District Safeguarding Responding Well form;
- If more help or advice needed:

PASS TO: Church or Circuit Safeguarding Officer or Minister/Deacon, Pastoral Co-ordinator if not a Minister

- Talk it through;
- Ensure there are no current risks;
- Consider the best ways of helping or responding if necessary;
- Use local contacts and/or local services

PASS TO: Superintendent or Minister

Offer help as appropriate. Often necessary because a Pastoral visit by the Minister or Super may help to gather information and get an up to date picture

District Safeguarding Officer

07758 239286

To be contacted if appropriate for extra help, knowledge of available resources or assistance in contacting other agencies.

.....Harm or Risk

Concern suggests someone may have been harmed, is likely to be harmed or it feels they could be at some risk.

EARLY RESPONSES ARE BEST EVEN IF THE CONCERNS REMAIN UNCLEAR OR UNCERTAIN.

- Gather information if possible –**Do Not Investigate!!!**
- Pass on immediately to any of those listed in the next box;
- Ensure no-one is left unsafe;
- If urgent and serious contact emergency services, i.e. social care /police.

PASS TO: Church or Circuit Safeguarding Officer, PV co-ordinator if not a Minister, Minister/Deacon or Superintendent or straight to DSO if none can be contacted:

These people **MUST** listen to the concerns and ensure action is taken or advice is sought. As full a picture should be obtained but don't delay in responding if matters are urgent. Check individuals and others are safe.

Record the concerns on the Responding Well District Safeguarding Form as soon as possible **BUT** taking action is more important than filling in the form.

PASS TO: District Safeguarding Officer

07758 239286

- When advice is needed
- Must be contacted for any allegations of abuse
- And/or when external agencies need to become involved

...A Church Officer/PV or Minister

Concerns about the behaviour, attitude, conduct of someone in a role of any kind:

PASS immediately to Minister or Superintendent

(If Minister/ Deacon or Superintendent is source of concern inform District Chair who will contact DSO)

Minister, Superintendent or District Chair MUST

Consider the nature of the concern. If it is of a safeguarding nature, discuss with DSO without delay

PASS TO: District Safeguarding Officer

07758 239286

Must be informed as per National and Local policy

Advice will be given about next steps, what to record and DSO or Chair will be the necessary link with Connexional Safeguarding Team