



**The Parish of All Saints Boyne Hill**

**Addendum to All Saints Boyne Hill Safeguarding Policy: Dealing with a Safeguarding Concern**

The following procedure was agreed at the Parochial Church Council (PCC) meeting on 3<sup>rd</sup> July 2024.

**What to do if there is a safeguarding concern**

If any member of All Saints Church has information about a safeguarding situation where a child or adult is in immediate danger, or requires immediate medical attention, they should call emergency services on 999.

Where there is no apparent risk of immediate harm, the person must speak to the incumbent or the Parish Safety Officer about their concern as soon as possible.

The flowchart, "Responding to a Safeguarding Concern" is attached.

**Contacting the Diocesan Safeguarding Team**

A referral to the diocesan safeguarding team must be made about any case where a child or vulnerable adult appears to be at risk or where an adult appears to present a risk.

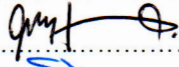
The Diocesan Safeguarding Team must also be informed straight away of any safeguarding concerns involving a church officer. A church officer is anyone appointed/elected by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

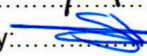
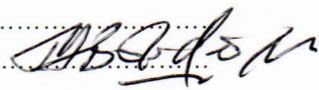
**Speed of response**

The Diocesan Safeguarding Team are committed to responding to safeguarding concerns, providing advice and supporting survivors in an efficient and effective way. Whilst not able to offer an emergency or 24-hour response, the team aim to acknowledge receipt of all referrals within 48 hours. A team member will contact the referrer, in accordance with case prioritisation, to discuss the referral further.

**Contact details:**

- **During office hours:** call 01865 208 295 Monday to Thursday 9am–5pm and Friday 9am–4.30pm, or email: [safeguardingreferrals@oxford.anglican.org](mailto:safeguardingreferrals@oxford.anglican.org) for urgent safeguarding concerns
- **Outside office hours:** for urgent safeguarding enquiries outside of office hours, a call should be made to Diocesan partners: Thirtyone:eight on 0303 003 1111 for confidential advice, guidance and support.
- **Area Safeguarding Adviser:** the ASA for Berkshire, Charlotte Wilmshurst can also be contacted directly if preferred: 07443 700159

Incumbent: Fr Jeremy Harris..... 

Churchwardens: Mr Stephen Foley..... ; Dr John Bolodeoku..... 

Date: 6th July 2024.....

*This addendum to the Safeguarding Policy will be reviewed one year after the month in which it was signed, by the end of July 2025.*

# Safeguarding Flowchart: What to do if you have a safeguarding concern

A Safeguarding concern is reported or identified by someone within the parish or anonymously

**YES**

Is the Child/Adult at Immediate Risk?

**NO**

If the person is at immediate risk of physical harm or needs medical attention, dial 999 to contact the Ambulance Service and/or the Police, and follow the advice given.

As soon as possible (but within 24hrs) follow the reporting and recording process in green on the right.

Concern about a member of the clergy or church officer - anyone appointed/elected by or on behalf of the Church to a office, post or role, whether they are ordained or lay, paid or unpaid.

Contact the Diocesan Safeguarding Adviser (DSA): who will be able to advise on the next steps to take.

Inform the Parish Safeguarding Officer. If they are unavailable inform the incumbent or leader of your team. Decide together whether to seek advice or make an immediate referral to the police or social services. You can contact the DSA for advice and should notify them of any referrals.

**REMEMBER:** Record the concern (who, what, when, where, why, how?) within 24hrs of an issue having been raised, and store it securely.