



Newcastle Cathedral, Church of St Nicholas Newcastle upon Tyne

Towards a Safer Cathedral Policy

As a Christian community, it is our responsibility to care for and nurture one another. As a responsible and caring community we are called to pay particular attention to the needs of those who are vulnerable, recognising that each of us may be regarded as vulnerable at some time in our lives. The Chapter has adopted this policy as the basis for exercising its duty of care to safeguard the wellbeing of all members of the community. The policy follows the guidelines of the Church of England and the Diocese of Newcastle. It does not replace the need for each and all of us to be vigilant and diligent in the care of all those who are part of our fellowship and service.

The Chapter will:

1. Provide a safe and welcoming environment, and respectful pastoral care, for all.
2. Provide protection for all children, young people, and adults who may be at risk whenever they are the responsibility of the Cathedral.
3. Promote the inclusion and empowerment of children, young people, and adults who may be at risk, making provision for their views and concerns to be represented within the Cathedral community and to outside bodies.
4. Appoint a Towards a Safer Cathedral Group to oversee Safeguarding matters and maintain good practice on behalf of the Chapter.
5. Implement procedures for all those who volunteer or work with, or for, the Cathedral or who hold relevant office within it, to be properly selected, trained, and supported following national policy on Safer Recruitment.
6. Assess each paid post, office, or volunteer position for the appropriateness of a DBS Disclosure; and, where appropriate, offer appointments subject to the receipt of satisfactory disclosure information, having regard to the recommendation from the Diocesan DBS Administrator and/or Diocesan Safeguarding Adviser.
7. Securely maintain appropriate records, including (but not only) volunteer and paid workers' declaration forms, references, DBS information, contact details, health information, and permission forms, and maintain a list of those authorised to receive such information within the course of their duties.

8. Implement procedures which reflect best practice in the organisation and running of all activities for children, young people, and adults who may be at risk. These will include, but not be limited to, guidance on staffing ratios, gender of leaders, information for parents/guardians about the limits of responsibility, record keeping and consent forms, particular needs of those with disabilities, attention to issues of race and ethnicity, and completing a risk assessment to reflect these factors.
9. Require all paid employees and volunteers in posts for which a DBS Disclosure is a condition of appointment to resubmit an application for DBS Disclosure every 5 years. The continuation of appointment will be subject to receipt of satisfactory disclosure information, having regard to the recommendation of the Diocesan DBS Administrator and/or Diocesan Safeguarding Adviser.
10. Maintain a record of all those authorised to work on behalf of the Cathedral with children, young people, or adults who may be at risk, and review this list annually.
11. Authorise activity programmes for work with children, young people, and adults who may be at risk, following appropriate risk assessments.
12. Appoint an Independent Person as a point of referral for anyone with concerns about Safeguarding at the Cathedral, as defined in National and Newcastle Diocesan Safeguarding Policy, and make their contact details available to all members of the Cathedral community, including children, young people, and adults who may be at risk.
13. Maintain appropriate insurance cover for all activities.

Approved by Chapter: 6th October 2017

Review date: October 2019