

## **BASIC INFORMATION FOR POTENTIAL NEW MEMBERS 2018**

### **NAME OF COUNCIL OR COMMITTEE:**

Safeguarding Committee

### **BRIEF SUMMARY OF AREA OF WORK:**

The Safeguarding Committee provides governance for the work of the Church's Safeguarding Service and is responsible for formulating policy and strategy.

The Safeguarding Service acts as the first point of contact for Church congregations (including the United Reform Church), each of the five Councils of the Church, including CrossReach, other departments, statutory agencies and members of the public.

Harm and abuse to people known to the Church is rare – but it does happen. The Safeguarding Service leads on preventing harm and abuse and responding appropriately when it is suspected, witnessed or reported.

The Church of Scotland Safeguarding Service aims to:

#### **1. Prevent harm or abuse by ensuring that there is good recognition and reporting by providing:**

- Support and advice with every-day safeguarding matters. This work is called safeguarding enquiries.
- Advice and support for the safe recruitment and selection of all paid staff and volunteers including the process of application for membership of the PVG Scheme for those working with children or protected adults. Safe recruitment is about ensuring that only people suitable to work with children and protected adults are employed.
- A comprehensive range of safeguarding training programmes to meet the particular learning needs of different groups of people in the Church e.g. for volunteers, Kirk Sessions, Safeguarding Coordinators, Ministries Council and CrossReach services.

#### **2. Respond to disclosures of harm or abuse, or risk of abuse by:**

- Providing verbal and written advice in situations where harm or abuse is witnessed by, suspected or reported to, members of the Church. This service is also provided for CrossReach Social Care Council services, Boys Brigade and the United Reform Church.
- Advising and working alongside Safeguarding Panels working with those who pose a risk to ensure their safe inclusion in worship and/or Church activities.

### **NAMES OF CONVENER, VICE CONVENER AND SECRETARY:**

Convener: Rev Dr Karen Campbell

Vice Convener: Caroline Deerin

Secretary: Julie Main (Safeguarding Service Manager)

## **NUMBER OF MEMBERS:**

In May 2014 the General Assembly approved the following composition for the Safeguarding Committee:

Convener and Vice Convener (two voting members)

Six members appointed by the General Assembly (six voting members)

One representative from and appointed by Ministries, Church and Society, World Mission, Mission and Discipleship and Social Care Councils (5 voting members)

Solicitor of the Church

Secretary to the Committee (Safeguarding Service Manager)

Secretary, Council of Assembly

Up to four members co-opted by the Committee for their expertise.

## **FREQUENCY, TIMING AND VENUE OF MEETINGS:**

Meetings are usually held six times each year at 121 George Street. Meetings are normally scheduled for 1 p.m. and last for about 2 hours.

## **DETAILS OF SUB-COMMITTEES:**

**The Recruitment Sub-Committee** – This sub-committee manages PVG information i.e. vetting information that may impact on a person's ability to take up regulated work with children or protected adults. It also considers employment matters that might impact the reputation of the Church.

The sub-committee will risk assess relevant information to ensure that on the balance of probabilities, the person is suitable to work with children/protected adults.

**Managing Those Who Pose a Risk Sub-Committee**– This sub-committee is constituted of staff experienced in the management of those who pose a risk in the Church of Scotland congregations. This group assists the committee in the formulation of policy and practice in this area.

**Training Sub –Committee**- This sub -committee is responsible for the formulation of policy and practice in this area. It will develop and report on a yearly Safeguarding Training Strategy for the Church.

## **EXPECTATIONS OF MEMBERS:**

To be able to contribute to informed discussion on safeguarding matters. To undertake training as is appropriate to the role. To support the development and delivery of efficient and effective safeguarding processes, standards and continuous improvement in the Church of Scotland.

## **PARTICULAR SKILLS/EXPERIENCE SOUGHT:**

Nominees would benefit from having professional or voluntary experience in the fields of social work/social care, health, housing, police, criminal justice services or similar and have a good understanding of safeguarding issues e.g. child protection and wellbeing, adult protection and wellbeing, domestic abuse and criminal justice systems. Related areas of experience could include academic expertise in the field, knowledge of safe recruitment and delivery of child or adult protection training.

It would also be helpful for members to have an understanding of strategies to prevent harm and the process of risk assessment and risk management.