



*Chorley Parish Church of St. Laurence  
in the Church of England Diocese of Blackburn*

# Safeguarding Policy

Promoting a Safer Church

## 1. Introduction

The purpose of this policy is to provide guidance to staff and volunteers in St Laurence's Parish when interacting with children and vulnerable adults as part of church activities. It should be read in conjunction with the Diocese of Blackburn Safeguarding Policy and the Diocese of Blackburn e-Safety and Acceptable Use Policy.

## 2. Scope

This policy covers all Clergy, staff, voluntary workers, contractors and/or organisations/individuals hiring church premises.

## 3. Roles and responsibilities

<b>Overall and final responsibility for policy implementation</b>	<i>Chorley Parish Church of St. Laurence Parochial Church Council (PCC)</i>
<b>Day-to-day responsibility for ensuring this policy is put into practice is delegated to:</b>	<i>Nicola Pilkington, Parish Safeguarding Officer</i>

## 4. Policy Statement

Every person has a value and dignity which comes directly from the creation of male and female in God's own image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ. This implies a duty to value all people as bearing the image of God and therefore to protect them from harm.

- We accept and endorse the principles set out in 'Safeguarding in the Diocese of Blackburn.
- We commit ourselves to nurture, protect and safeguard all our members, particularly children, young people (up to the age of 18) and vulnerable adults.
- We recognise that safeguarding is the responsibility of the whole church community.
- We undertake to exercise proper care in the selection, appointment, training and support of those working in both paid and voluntary positions with children or vulnerable adults, including the use of Disclosure and Barring Service (DBS) disclosures and making appropriate referrals to the Disclosure and Barring Service.
- We will respond without delay to concerns or allegations that a child or vulnerable adult may have been harmed, cooperating with the police and social care services in any investigation.
- We will challenge any abuse of power by anyone in a position of trust.
- We will seek to offer pastoral care and support to anyone who has suffered abuse, developing with them appropriate pastoral support.
- We will seek to offer pastoral care and support, including supervision and referral to the proper authorities, to any member of our church community known to have offended against a child, young person or vulnerable adult.

## Policy Guidance

### 5.1 Policy development

St. Laurence's PCC has a key role within our worshipping community. Their influence and good management of safeguarding is fundamental in keeping all within our churches safe. The PCC will therefore:

- Formally adopt and implement the Diocesan policy for safeguarding children, young people and vulnerable adults 'Safeguarding in the Diocese of Blackburn' and the associated procedures and guidance provided by the Diocese.
- The implementation of the policy and procedures will be discussed and reviewed by the PCC regularly (at least annually). One copy of this policy statement will be filed with the PCC minutes, the Safeguarding Policy will be updated on the church website (with a clear link from the homepage) and copies displayed prominently in the church and wherever work with vulnerable groups takes place (it is recommended that parishes display the Safeguarding Poster provided to Church Safeguarding Officer).
- Appoint at least one Church Safeguarding Officer to work with the Rector and the PCC in order to implement the policy and procedures. The Church Safeguarding Officer should attend the PCC at least annually and should not be a member of the clergy;
- Display in church premises (where activities take place), the contact details of the Church Safeguarding Officer along with contact numbers for: 'Childline' (0800 1111), 'Family Lives' (was 'Parentline Plus' – 0808 800 222), the CCPAS Helpline (0845 120 4550) and the Diocesan Safeguarding Advisor (07711485170).
- Ensure that all those authorised to work with children and vulnerable adults (paid and voluntary) are appropriately recruited according to safer recruitment practice and are trained and supported;
- Ensure that there is appropriate insurance cover for all activities which involve children and vulnerable adults undertaken in the name of the PCC and that risk assessments are completed for all activities;
- Ensure all those hiring church premises undertake to fulfil their safeguarding responsibilities towards children, young people and vulnerable adults;
- Where working within Local Ecumenical Partnerships (LEPs), agree which denomination or organisation's safeguarding policy to follow, including where to seek advice in urgent situations. This decision should be ratified both by the bishop and other appropriate church leaders in the partnership (in the event of a specific safeguarding concern, we will ensure that all the LEP partners are also notified).

### 5.2 Hire of church premises

Ensuring the safety and welfare of children, young people and vulnerable adults lies with those responsible for their care. Where external organisations / individuals are using church premises, hire arrangements must make it clear that the organisations / individuals are to abide by the PCC's safeguarding policy. A copy of the PCC policy statement forms part of the hire agreement and hirers will be asked to sign a copy of this, to acknowledge that this has been seen and will be adhered to and that all concerns about children, young people and vulnerable adults will be reported to the relevant statutory authority. If an organisation has an equivalent safeguarding policy of their own, a copy of this must be provided before consideration of their booking, and will be filed with the hire agreement.

### 5.3 Policy implementation

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works or volunteers within this church community will agree to abide by this policy and the guidelines established by this church.

## 5. Review and monitoring of this policy

This policy will be reviewed, monitored and revised every 12 months (or sooner if church activities change significantly or legislation changes) and will be approved by the PCC and adopted by the Church Meeting after such changes.

## 6. Further information

For further information please contact:

Rector:	Fr. Neil Kelley	01257 266037 rector@stlaurencechorley.co.uk
Parish Safeguarding Officer	Nicola Pilkington	07736312859 <a href="mailto:safeguarding@stlaurencechorley.co.uk">safeguarding@stlaurencechorley.co.uk</a>
Church Wardens:	Alex Barrack and Neal Bennett Williams	

## 7. Authorised

Signed: *Neil Kelley*

Name: Fr. Neil Kelley

Position: Rector

Date: 10<sup>th</sup> November 2025

Signed: *Nicola Pilkington*

Name: Nicola Pilkington

Position: Safeguarding Lead and PCC Member

Date: 10<sup>th</sup> November 2025

Version History					
Version	Date	Detail	Author	Approved	Date
1.0	1.3.2018	New policy	M Wilkinson	PCC	March 2018
2.0	22.8.2018	Policy detail amendments	M Wilkinson	PCC	September 2018
3.0	02.10.2019	Policy detail amendments	M Wilkinson	PCC	October 2019
4.0	01.11.2021	Policy detail amendments	N Pilkington	PCC	December 2021
5.0	01.12.2022	Policy detail amendments	N Pilkington	PCC	December 2022
6.0	01.12.2023	Policy detail amendments and updates	N Pilkington	PCC	December 2023
7.0	16.12.2024	Policy detail amendments and updates	N Pilkington	PCC	17th December 2024
8.0	10.11.2025	Policy update	N Pilkington	PCC	11th November 2025

Date of next review: December 2025

### Safeguarding Provision

Please sign below to agree to comply with this policy for the duration of your work at Chorley Parish Church of St Laurence.

*I have read the Parochial Church Council of Chorley Parish Church of St Laurence's Policy for Safeguarding s and I agree to be bound by this policy for the duration of my work at Chorley Parish Church of St Laurence.*

Signed:

Name:

Position:

On behalf of (company name):

Date:

## Appendix 1 – Safeguarding Concern Form



## Logging a Concern about a Child, Young Person or Adult at risk

Please can you ensure a concern form is completed and emailed to [safeguarding@stlaurencechorley.co.uk](mailto:safeguarding@stlaurencechorley.co.uk) with 24 hours of the concern being raised.

St Laurence's Church, Union St, Chorley PR7 1EB	Date of this Log:	dd/mm/yy
	Time of this log:	00:00
Child/Vulnerable Adult's Full Name:		
Address:	Phone no:	
	DoB:	
	Gender	
Date of Concern/Incident: dd/mm/yy	Time of Concern/Incident: 00:00	
Your Name:	Your role:	
Describe the incident as <b>factually</b> as possible. Include who was involved, exactly what happened, where it happened, when it happened, and the source of the information (e.g. witnesses). Remember to describe clearly any behavioural or physical signs you have observed, using the body map overleaf as necessary.		
Check to make sure your report is clear now – and will also be clear to anyone reading it in the future. Use a continuation sheet as necessary.		
Action taken:		

Signature of reporting person:	
Form received by: (Safeguarding Officer)	
Date:	Time:
Proposed action by the Safeguarding Officer:	

## **Appendix 2 – Reporting a concern**

**All activities taking place will have a dedicated leader and everyone should be aware of who this is.**

1. If you have a concerns about a vulnerable adult or child at St Laurence's Church, Chorley then record your concers as accurately as possibly on the form and then pass onto Nicola Pilkington (Parish Safeguarding Officer)
2. If you have immediate concerns for their safety, then ring through to the appropriate service e.g. Police/ambulance.
3. If you require any further advice, then please speak to the senir member of staff on the day and phone Nicola Pilkington.