

Safeguarding Policy



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Section 1

Details of the organisation

Name of Organisation: *The Chapel- East Coker / East Coker Christian Fellowship*

Address of Church: *Halves Ln, East Coker, Yeovil BA22 9JJ*

Correspondents address: *Goose Slade Farm, East Coker, Yeovil BA22 9QJ*

Tel No: 01935 863735

General Email address: *ec.cf@hotmail.co.uk*

Senior Leader Name:

Mr Philip Dunning, Mr Kieth Bunce, Mr David Chapman, Mr Joe Dunning, Mr Ian Redman

Senior Leader Contact Telephone / Email:

Mr Philip Dunning- 07939274590 phildunning53@gmail.com

Safeguarding Lead Name: *Mr William Pearse*

Safeguarding Lead Contact Telephone / Email: 07811589920 *willpower2000@hotmail.co.uk*

We are linked with Partnership: <https://www.countiesuk.org/connect-network>

Charity Number: 1128506

Insurance Company: *ansvar*

Ansvar Insurance, Ansvar House, St Leonard's Road, Eastbourne, East Sussex, BN213UR

Contact No; 0345 6020999 or 01323 737541

The following is a brief description of our place of organisation;

The Chapel (ECCF) is made up of a variety of age groups from a wide range of backgrounds and we are told that it is easy to feel at home with us. We enjoy being together and recognise that what holds us together is our experience of being welcomed into God's family and experiencing His love expressed in Jesus Christ.

Section 2: Governance and leadership

Our commitment

As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.” As a Leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

A model safeguarding statement can be found in APPENDIX 1.

The policy and any attached practice guidelines are based on the ten safeguarding standards published by Thirtyone:eight (Our Ten standards | Thirtyone:eight).

[Our Ten standards | Thirtyone:eight](#)

Governance

East Coker Christian Fellowship’s governance board/board of trustees is appointed to have independent authority and legal responsibility. This includes having a critical role in decision making and compliance as well as setting the values, standards and behaviours of the organisation.

The standards and behaviours may be referred to as the culture of the organisation or “the way we do things around here”. Culture can be shaped in both negative and positive ways.

“The culture of a charity goes beyond mere compliance with legal and regulatory demands. Charity governance is most effective when it provides assurances not just that legal requirements are met, but that the behaviour of people working for the charity, and those who come into contact with it, is proper and ethical. Culture, alongside good governance, can be pivotal to whether a charity achieves its stated object” (IICSA The Governance Institute, 2017).

The governance board/board of trustees will have overarching responsibility for safeguarding within the organisation, including referring to the relevant charity regulator.

East Coker Christian Fellowship is registered with ‘The Charity Commission’. The number for the charity is 1128506. Information for the above charity can be found via the link provided.

https://register-of-charities.charitycommission.gov.uk/en/charity-search/-/charity-details/4044486?_uk_go_v_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_organisationNumber=4044486

More information on the Charitable status can be found in Appendix 3.

The following Safeguarding Policy and Statement aims, to not only meet the requirements of ensuring a safe environment for those accessing activities in our organisation but to also build an open culture where:

- those who lead do so by example,
- are committed to the safeguarding of all
- those that work or volunteer are safely recruited and trained for their roles.
- there are accountability structures
- with codes of conduct
- the values of the organisation are embedded in its day-to-day actions and behaviours of its people
- and there is open communication

Section 3

Prevention

Understanding abuse and neglect

Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm or failing to prevent harm. Children and adults with care and support needs may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

For the purposes of this policy, a child will be referred to as someone under 18 years old, (Please see guidance notes if you operate in Scotland due to the nuance relating to this definition).

An adult at risk of harm will be defined in this policy as the following:

An "adult at risk of harm" refers to someone aged 18 or older who, due to various factors, is unable to protect themselves from harm or exploitation. This vulnerability can stem from disabilities, mental or physical health conditions, age, or other circumstances that hinder their ability to safeguard their own well-being, property, rights, or other interests.

To safeguard those in our organisation we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19:

1. States Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.
2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.

Also, for adults the UN Universal Declaration of Human Rights with particular reference to Article 5:

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

This policy is in line with the following legislation: *The policy aligns with several pieces of UK legislation and guidance related to safeguarding children and adults at risk. Specifically, it is in line with the Online Safety Act 2023, the recommendations of the Independent Inquiry into Child Sexual Abuse (IICSA) in England and Wales, and the United Nations Convention on the Rights of the Child (UNCRC). Additionally, it considers the Children Act 1989 (as amended) and the Care Act 2014. The policy also seeks to strengthen safeguards, better protect victims and survivors, and create safer environments.*

See hand book; <https://thirtyoneeight.org/media/s0ej4v3x/sl-4-nations-handbook.pdf>

Detailed definitions, and signs and indicators of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy. Please see guidance notes for a list of these. APPENDIX 2.

Positions of Trust

All adults working with children, young people and vulnerable adults are in a position of trust. All those in positions of trust need to understand the power this can give them over those they care for and the responsibility they have because of this relationship.

It is vital that all workers ensure they do not, even unknowingly, use their position of power and authority inappropriately. They should always maintain professional boundaries and avoid behaviour which could be misinterpreted.

As of April 2022, it is illegal in England and Wales and Northern Ireland for those in Positions of Trust in a faith setting to engage in sexual activity with a 16 or 17 year old under their care or supervision.

Safer recruitment

The Leadership will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- There is a written job description / person specification for the post
- Those applying have completed an application form
- Those short listed have been interviewed
- Safeguarding has been discussed at interview
- Written references have been obtained, and followed up where appropriate
- A self-declaration form and the relevant Disclosure and Barring Service (DBS (England and Wales), Disclosure Scotland (Scotland) or AccessNI (Northern Ireland) has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Qualifications where relevant have been verified
- A suitable training programme and induction is provided for the successful applicant
- The applicant has completed a probationary period.
- The applicant has been given a copy of the organisation's safeguarding policy and knows how to report concerns.

Safeguarding training

The Leadership is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a regular basis.

The Leadership will provide or facilitate all staff/volunteers undertaking basic safeguarding training which will be renewed every three years.

The Leadership will provide or facilitate the Safeguarding Lead/Deputy Safeguarding Lead undertaking advance safeguarding training which will be renewed every two years. Where possible, the Leadership will provide or facilitate additional training for the requirements of the role.

NB – If you operate in Wales or Scotland, there are national standards for training that Safeguarding Leads and Deputy Safeguarding Leads are required to meet which should be included in your policy (please see guidance notes for more information on these)

The Leadership will provide or facilitate specialist safeguarding training for the governance board/board of trustees which will be renewed every three years.

The Leadership will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

Practice Guidelines

As an organisation working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of potential harm or abuse and false or unfounded accusations.

We have specific good practice guidelines for every activity we are involved in, and these are attached or in the appendices.

For some activities you will need specific forms, e.g. consent forms, risk assessments etc.

The relevant forms can be found in appendix 4.

Management of Workers – Codes of Conduct

As a Leadership we are committed to supporting all workers and volunteers and ensuring they receive support and supervision. All workers and volunteers have been issued with a code of conduct for supporting children, young people and adults with care and support needs, and will be given clear expectations about what is expected of them both within their role and outside of their role. They will also receive further training as necessary.

The code of conduct can be found in appendix 5.

Section 4:

Partnership working

The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults with care and support needs. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have clear guidelines with regards to our expectations of those with whom we work in partnership, whether in the UK or not. We will discuss with all partners our safeguarding expectations and have a partnership agreement for safeguarding. It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets our safeguarding standards.

We believe good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults with care and support needs and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

Our Safeguarding Standards

We use the 10 standards from our supporting service 'Thirty One Eight'.

“We've developed a unique framework of ten safeguarding standards to help organisations feel confident in putting in place all the things they need to make their environment safer for all.”

<https://thirtyoneeight.org/about-us/who-we-are/our-ten-standards/>

Section 5

Responding to allegations of abuse

Under no circumstances should a worker or volunteer carry out their own investigation into an allegation or suspicion of abuse. Follow procedures as below:

- The worker or volunteer should make a report of the concern in the following way:
- The person in receipt of disclosures, allegation or concern of abuse should report concerns as soon as possible to:

Name: Mr William Pearse

Tel: 07811589920

Email: Willpower2000@hotmail.co.uk

The above is nominated by the Leadership to act on their behalf in dealing with the disclosure, allegation or concern, including referring the matter on to the statutory authorities.

In the absence of the Safeguarding Lead or, if the concerns in any way involve the Safeguarding Lead, then the report should be made to:

Name: Mrs Emma Britton

Tel: 07903889604

Email: emma.britton@outlook.com

If the concerns implicate both the Safeguarding Lead and the Deputy Safeguarding Lead, then the report should be made in the first instance to:

Name: Mr Philip Dunning

Tel: 07939274590

Email: phildunning53@gmail.com

The worker or volunteer can also contact Thirtyone:eight to get further advice if required: Tel: 0303 003 1111. Option 2

The worker or volunteer should record the disclosure, allegation or concern onto the cause for concern form and share this with the Safeguarding Lead/Safeguarding Deputy or Safeguarding Trustee as soon as possible. Please see a copy of the cause for concern form in the appendix.

The Safeguarding Lead may first ring the Thirtyone:eight helpline for advice. Based on the concern, they may then then contact the relevant statutory services.

Somerset and Avon Police- Call; 999 <https://www.avonandsomerset.police.uk/report/>

Somerset Safeguarding Council on 0300 123 2224.

The Safeguarding Lead may need to inform others depending on the circumstances and/or nature of the concern, such as:

- Chair of Trustees or trustee responsible for safeguarding who may need to liaise with the insurance company or the charity regulator (Charity Commission for England and Wales, Charity Commission for Northern Ireland or Office of the Scottish Charity Regulator) to report a serious incident/raise a concern (Scotland).
- Local Authority Designated Officer – LADO (England and Wales), Child's Named Person (Scotland) or the Gateway Team (Northern Ireland) if the allegation concerns a worker or volunteer working with someone under 18.

Concerns must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.

Whilst disclosures, allegations or concerns of abuse will normally be reported to the Safeguarding Lead, the absence of the Safeguarding Lead or Deputy Safeguarding Lead should not delay referral to the statutory services, the police, police Scotland or Police Service Northern Ireland (PSNI) or taking advice from Thirtyone:eight.

The Leadership will support the Safeguarding Lead/Deputy Safeguarding Lead in their role and accept that any information they may have in their possession will be shared in a strictly limited way on a need-to-know basis.

It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from Thirtyone:eight, although the Leadership hope that members of the organisation will use this procedure. If, however, the individual with the concern feels that the Safeguarding Lead/Deputy Safeguarding Lead has not responded appropriately, or where they have a disagreement with the Safeguarding Lead(s) as to the appropriateness of a referral they are free to contact an outside agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection of all those who are vulnerable.

The role of the safeguarding Lead/Deputy Safeguarding Lead is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Detailed procedures where there is a concern about a child:

Allegations of physical injury, neglect or emotional abuse:

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Lead/Deputy Safeguarding Lead will:

- If the child requires immediate medical attention, contact the relevant medical services, informing the Doctor of any concerns.
- Contact Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland) (or Thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- If the disclosure, allegation or concern is directly about the parents, then do not tell the parents or carers unless advised to do so, having contacted Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland).
- For lower-level concerns, (e.g. poor parenting), encourage parent/carers to seek help, but not if this places the child at risk of harm.

- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Care direct for advice.
- Seek and follow advice given by Thirtyone:eight (who will confirm their advice in writing) if unsure whether to refer a case to Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland).

Allegations of sexual abuse:

In the event of allegations or concerns of sexual abuse, the Safeguarding Lead/Deputy Safeguarding Lead will:

- Contact the Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland) for children and families and police, police Scotland or Police Service Northern Ireland (PSNI) on 101.
- Depending on the circumstances, they will need to consider whether it is appropriate to speak to the parents of the child. If they are not sure about this, then they will contact Thirtyone:eight.
- Seek and follow the advice given by Thirtyone:eight if for any reason they are unsure whether to contact Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland)/police, police Scotland or Police Service Northern Ireland (PSNI). Thirtyone:eight will confirm its advice in writing for future reference.

Allegations of financial abuse (Wales):

- In the event of allegations or concerns of financial abuse, the Safeguarding Lead/Deputy Safeguarding Lead will:
- Contact Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland) to report the concerns and the police, police Scotland or Police Service Northern Ireland (PSNI).

Detailed procedures where there is a concern about an adult at risk:

Concerns or allegations of abuse or harm including; physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse.

If there is concern about any of the above, Safeguarding Lead/Deputy Safeguarding Lead will:

- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services on 999, informing them of any suspicions.
- Contact Adult Social Care (England, Wales, Scotland) or Adult Social Work Services (Northern Ireland) who will be able to advise whether this reaches the safeguarding threshold and actions required. Alternatively, Thirtyone:eight can be contacted for advice.

If there is a concern regarding spiritual abuse, Safeguarding Lead will:

- Identify support services for the Survivor i.e., counselling or other pastoral support
- Contact Thirtyone:eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

Allegations of abuse against a person who works with children/young people:

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Lead, will:

- Make a referral to the Local Authority Designated Officer -LADO(England and Wales), Child's Named Person (Scotland) or the Gateway Team (Northern Ireland) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to the relevant Disclosure and Barring Service (DBS (England and Wales), Disclosure Scotland (Scotland) or AccessNI (Northern Ireland) for consideration of the person being placed on the barred list for working with children or adults with care and support needs. This decision should be informed by the Local Authority Designated Officer (England and Wales), Children's Social Care (Scotland) or the Gateway Team (Northern Ireland) if they are involved.
- Share information about the concern with the police, police, police Scotland or Police Service Northern Ireland (PSNI).

Allegations of abuse against a person who works with adults with care and support needs:

The safeguarding Lead will:

- Liaise with Adult Social Care (England, Wales, Scotland) or Adult Social Work Services (Northern Ireland) to establish whether this can be investigated under their safeguarding processes.
- Make a referral to the relevant Disclosure and Barring Service DBS (England and Wales), Disclosure Scotland (Scotland) or AccessNI (Northern Ireland) following the advice of Adult Social Services.
- Share information about the concern with the police, police, police Scotland or Police Service Northern Ireland (PSNI).

The legislation across all four UK nations (The Care Act 2014, Adult Support and Protection (Scotland) Act 2007, Adult Safeguarding: Prevention and Protection in Partnership key documents 2015 (Northern Ireland) and Social Services and Wellbeing (Wales) Act 2014) places the duty upon Adult Social Care to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Social Care to decide not the organisation.

Allegations of non-recent sexual abuse from an adult:

If an accusation is made of non-recent sexual abuse from a child, the procedure in relation to sexual abuse will be followed (please see above).

If an accusation is made of non-recent sexual abuse from an adult, the Safeguarding Lead will:

- Give the adult the option to report this to the Police (England and Wales), Police Scotland or Police Service Northern Ireland (PSNI). If the adult does not wish to report this to the police, then the Safeguarding Lead can pass on the information relating to the alleged Perpetrator, however, must not share details of the Survivor.
- If the alleged Perpetrator is in a role working or volunteering with children or young people, make a referral to the Local Authority Designated Officer -LADO(England and Wales), Children's Social

Care (Scotland) or the Gateway Team (Northern Ireland) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.

- If the alleged Perpetrator is in a role working with adults with care and support needs, liaise with Adult Social Care (England, Wales, Scotland) or Adult Social Work

Services (Northern Ireland) to establish whether this can be investigated under their safeguarding processes.

- If the alleged Perpetrator is in a role within your organisation, contact Thirtyone:eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

Section 6

Wellbeing Support and Pastoral Care

Supporting those affected by abuse

The Leadership is committed to offering wellbeing support/pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the organisation.

Please see below the details for the individual responsible for wellbeing support/pastoral care:

Name: Mr W J Pearse

Tel: 07811589920

Email: willpower2000@hotmail.co.uk

Working with those who may pose a risk

When someone attending the organisation is known to pose a potential risk to children, or adults with care and support needs; the Leadership will supervise the individual concerned and offer wellbeing support/pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person, which they will be expected to keep. These boundaries will be based on a risk assessment and through consultation with appropriate external parties.

Adoption of the policy

This policy was agreed by the leadership and will be reviewed annually on: **22.07.2026**

Signed by: *Mr W J Pearse*

Position: Safe Guard Lead

Signed by: *Mr Philip Dunning*

Position: Senior Church Leader

Date: 22.07.2025

A copy of this policy is also stored as a paper copy in the controlled, locked box.

APPENDIX 1:

Safeguarding statement

Model Policy Statement on Safeguarding

To be displayed in a prominent place- Notice Board

PROTECTION OF CHILDREN AND ADULTS POLICY STATEMENT

Name of Place of worship/organisation*: see front page

The following statement was agreed by the leadership/organisation* on: 22.07.2025

- This place of worship/organisation* is committed to the safeguarding of children and adults with care and support needs and ensuring their well-being.
- We recognise that we all have a responsibility to help prevent harm or Abuse to children and adults with care and support needs in all their recognised forms.
- We recognise that the personal dignity and rights of adults and children and will ensure all our policies and procedures will reflect this.
- We believe all people should enjoy and have access to every aspect of the life of the place of worship/organisation.
- We undertake to exercise proper care in the appointment and selection of those who will work with children and adults with care and support needs.
- We believe every child and adult should be valued, safe and happy. We want to make sure that all those we have contact with know this and are empowered to tell us if they are experiencing significant harm.

We are committed to:

- Following statutory denominational and specialist guidelines in relation to safeguarding children and adults and will ensure that as a place of worship/organisation all workers will work within the agreed procedure of our safeguarding policy.
- Implementing the requirements of all relevant legislation including, but not limited to; Working Together to Safeguard Children 2023, the Disability Discrimination Acts 1995 and 2005, Equality Act 2010 and referring concerns about adults with care and support needs to the local authority under the Care Act 2014. (Please amend this list for appropriate legislation in N. Ireland and Scotland)
- Supporting, resourcing and training those who undertake this work.
- Ensuring that we are keeping up to date with national and local developments relating to safeguarding.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting all in the place of worship/organisation affected by abuse.

We recognise:

- Children's Social Care (England, Wales, Scotland), Gateway Services (Northern Ireland) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police, police Scotland or Police Service Northern Ireland (PSNI) should be contacted as a matter of urgency.
- **Safeguarding is everyone's responsibility.**

We will review this statement and our policy annually.

If you have any concerns for a child or adult, then speak to one of the following who have been approved as safeguarding Leads for this place of worship/organisation.

Mr W Pearse _____ Safeguarding Lead

Mrs Emma Britton _____ Deputy Safeguarding Lead

A copy of this place of worship's/organisation's* policy can be seen:

Locked box and Website _____

Signed by leadership/organisation*

Signed _Mr Philip Dunning_____

Date ____22.07.2025_____

APPENDIX 2

Definitions of Abuse together with signs and indicators – children

Definitions of Abuse together with signs and indicators – adults Please see the following link for support with this: Types of abuse

[Types of abuse](#)

Policy guidance notes:

[guidelines-for-model-safeguarding-policy-jan25.docx](#)

APPENDIX 3

Governing document

Details of the type of governing document the charity has and when it was established.

It is not the full text of the charity's governing document.

TRUST DEED DATED 8 FEBRUARY 2009 AS AMENDED BY SUPPLEMENTAL DEED DATED 1 JANUARY 2011.

Charitable objects

3.2.1 TO ADVANCE THE CHRISTIAN FAITH IN ACCORDANCE WITH THE STATEMENT OF BELIEFS IN SUCH WAYS AND IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME MAY THINK FIT AND TO FULFIL SUCH OTHER PURPOSES WHICH ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAW OF ENGLAND AND WALES AND ARE CONNECTED WITH THE CHARITABLE WORK OF THE CHURCH; 3.2.2 TO RELIEVE SICKNESS AND FINANCIAL HARDSHIP AND TO PROMOTE AND PRESERVE GOOD HEALTH BY THE PROVISION OF FUNDS, GOODS OR SERVICES OF ANY KIND, INCLUDING THROUGH THE PROVISION OF COUNSELLING AND SUPPORT IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME MAY THINK FIT; AND 3.2.3 TO ADVANCE EDUCATION IN SUCH WAYS AND IN SUCH PARTS OF THE UNITED KINGDOM OR THE WORLD AS THE TRUSTEES FROM TIME TO TIME MAY THINK FIT.

What the charity does:

The Prevention Or Relief Of Poverty

Religious Activities

Who the charity helps:

The General Public/mankind

How the charity helps:

Other Charitable Activities

Where the charity operates:

Somerset

Activities - how the charity spends its money

Sunday worship meetings and home groups for church members. Youth work.. Outreach
Local community events

Income and expenditure

Data for financial year ending 31 December 2023

Total income: £28,382

Total expenditure: £37,183

Employees with total benefits over £60,000
No employees have total benefits over £60k for this charity

Fundraising

No information available

Trading

This charity does not have any trading subsidiaries.

Trustee payments

No trustees receive any remuneration, payments or benefits from the charity.

Registration history:

11 March 2009: Standard registration

Organisation type:

Trust

Other names:

THE MILL CHURCH (Previous name)

Gift aid:

Recognised by HMRC for gift aid

Other regulators:

No information available

Policies:

Safeguarding policy and procedures

Safeguarding vulnerable beneficiaries

Land and property:

This charity owns and/or leases land or property

Area of benefit

The area the charity can operate in, as set out in its governing document.

UNITED KINGDOM OR THE WORLD

Trustees are the people responsible for controlling the work, management and administration of the charity on behalf of its beneficiaries. Generally trustees are treasurer, chair, board member etc. The trustees are responsible for keeping this list up to date and can do this by updating their details as they happen through the [online service](#)

KEITH THOMAS BUNCE	Chair
JUSTYN WALTER MAYNARD	Trustee
VIVIENNE JUNE BUNCE	Trustee
PHILIP JAMES DUNNING	Trustee

APPENDIX 4

Examples of; Consent forms, risk assessments etc.

Consent



Using Images of Children

Consent form for:

(Name of church/organisation commissioning photography)

To: _____

Name of parent/carer* (*person with parental responsibility)

Name and age of child: _____

Church /Organisation/ Club child attends: _____

Location of photograph: _____

[Church/Organisation name] _____ would like to take
photograph(s)/make a video/webcam recording of

_____ (name of child/ren)

These images may appear in our printed publications, on our website, or both.

(Delete/add as appropriate).

Permission must be granted by the parent/carer before any images of your child/children are taken and used. Please answer questions 1, 2 and 3 below, then sign and date the form where shown.

Please return the completed form

to: _____

(Insert the name of the worker commissioning the photography and the return address.)

To the parent (Delete as appropriate)

1. May we take images of your child? Yes/No

2. May we use your child's image in our printed promotional publications? Yes/No

3. May we use your child's image on our website? Yes/No

Signed: (parent/adult with parental responsibility)

_____ Date: ____/____/____

Risk assessment



Risk Assessment

Location / Work Area	Activity / Task	Completed by:
East Coker Chapel	Meet and greet, working in the kitchen, communion, kids work	Will Pearse
Date of assessment:	Review Date:	Checked by:
17/09/2023	29/07/2024	Mr P Dunning

Risk Rating Scoring – 5 x 5 Matrix							
Levels of Risk		Consequence					
Likelihood		No impact (1)	Minor (2)	Medium (3)	Major (4)	Extensive (5)	Residual Risk
	Very Unlikely (1)	1 = L	2 = L	3 = L	4 = L	5 = L	1 – 5 = L
	Unlikely (2)	2 = L	4 = L	6 = M	8 = M	10 = M	6 – 10 = M
	Fairly Likely (3)	3 = L	6 = M	9 = M	12 = H	15 = H	11 – 15 = H
	Likely (4)	4 = L	8 = M	12 = H	16 = VH	20 = VH	16 – 25 = VH
	Very Likely (5)	5 = L	10 = M	15 = H	20 = VH	25 = VH	
Level of Approval/ Notification Required							
							No approval required to proceed.
							Line manager must review and reduce residual risk where possible. Line manager must approve final risk assessment before activity proceeds.
							As above and head of service/ Group H&S Manager must approve prior to activity commencing.
							As above and CEO must be informed of the residual risk and decide on action to take.
Risk Rating = Likelihood score X Consequence score - If the score is low due to existing control measures already in place, then these must be maintained to sustain high standards							



Risk Assessment

Hazard Description	Who may be harmed and how?	Current Control Methods	L	C	R	Additional Control Methods required	R	C	R
Kitchen Food, drinks and snacks	Leads, volunteers and children choking, allergies, dietary requirements, burns, trips, falls, bumps, cuts	All will be checked for any dietary requirements, allergies when both serving and receiving. All foods, drinks, snacks will be checked for any ingredients which could cause allergies or dietary problems. All foods, drinks, snacks will be checked for use by date. Children will be supervised by adults. Children will only work in the kitchen when agreed by their parent or carer. Both adults and children will wash hands before starting. Serving is only for the 13+ group. Space kept clear to prevent sharp table corners.	2	2	4	Parents will be asked for information before they start Children will be asked if anything has changed Foods will be checked by leads, no cross contamination Extra adults will be added to the kitchen to support children Area kept clear and tidy Large containers of hot liquids will be moved only by an adult. Adult ratio in kitchen checked by lead. Children briefed on all dangers in the kitchen before starting.	2	1	2

APPENDIX 5



East Coker Christian Fellowship/ The Chapel

Behaviour code for working with children, young people and adults at risk of harm

Purpose

This behaviour code outlines the conduct expected of all workers (staff and volunteers).

The code of conduct aims to help protect adults at risk of harm, children and young people from abuse and inappropriate behaviour from those in positions of trust, and to reduce the risk of unfounded allegations of abuse being made.

The role of workers (staff and volunteers)

When working with children and young people or adults at risk of harm, you are acting in a position of trust for [name of group/organisation]. You will be seen as a role model and must act appropriately.

Good practice

- Treat everyone with dignity, respect and fairness, and have proper regard for individuals' interests, rights, safety and welfare
- Work in a responsible, transparent and accountable way
- Be prepared to challenge unacceptable behaviour or to be challenged
- Listen carefully to those you are supporting
- Avoid any behaviour that could be perceived as bullying, emotional abuse, harassment, physical abuse, spiritual abuse or sexual abuse (including inappropriate physical contact such as rough play and inappropriate language or gestures)
- Seek advice from someone with greater experience when necessary
- Work in an open environment – avoid private or unobserved situations
- Follow policies, procedures and guidelines and report all disclosures, concerns, allegations, and suspicions to the safeguarding co-ordinator
- Don't make inappropriate promises particularly in relation to confidentiality
- Do explain to the individual what you intend to do and don't delay taking action

Unacceptable behaviour

- Not reporting concerns or delaying reporting concerns
- Taking unnecessary risks
- Any behaviour that is or may be perceived as threatening or abusive in any way
- Passing on your personal and/or social media contact details and any contact that breaches [name of group/organisation] social media policy
- Developing inappropriate relationships
- Smoking and consuming alcohol or illegal substances
- Favouritism/exclusion – all people should be equally supported and encouraged

Breaching the Code of Conduct

If you have behaved inappropriately you will be subject to disciplinary procedures (particularly in the case of paid staff where the line manager will consult the safeguarding coordinator as appropriate). Depending on the seriousness of the situation, you may be asked to leave [name of group/organisation]. We may also make a referral to statutory agencies such as the police and/or the local authority children's or adult's social care departments or DBS. If you become aware of a breach of this code, you should escalate your concerns to the safeguarding coordinator or line manager (in the case of a paid staff member).

Declaration

I agree to abide by the expectations outlined in this document and confirm that I have read the relevant policies that assist my work with vulnerable groups.

Name:

Signature:

Date: