

# **Armstrong Hall Christian Fellowship**

## **Safeguarding Policy September 2025**

**Section 1. Place of worship**

**Section 2. Introduction**

**Section 3. Prevention**

**Section 4. Partnership Working**

**Section 5. Responding to allegations of abuse**

**Section 6. Pastoral Care**

**Appendix 1. Leadership safeguarding statement**

**Appendix 2. Statutory Definitions of abuse of adults & children and signs of abuse, adults & children**

**Appendix 3. Code of conduct**

**Appendix 4. Registration and consent form**

**Appendix 5. Responding to abuse**

## **Section 1**

### **Place of worship.**

Armstrong Hall Christian Fellowship  
Thropton,  
Morpeth,  
Northumberland.  
NE65 7NA

Email: [ahcf.thropton@gmail.com](mailto:ahcf.thropton@gmail.com)

Safeguarding Lead: Clare Packer  
Safeguarding Lead Contact: 07884 044097

Deputy Safeguarding Lead: Stewart Evans  
Deputy Safeguarding Lead contact: 07590 610993

Insurance Company: Ansvar Insurance

The following is a brief description of our place of worship and the type of work / activities we undertake with children and adults who have care and support needs:  
Armstrong hall offers a range of church and community orientated activities for all ages and practically facilitates on a regular basis:

- A weekly worship for adults and families of all ages
- A weekly community coffee morning
- A monthly community craft group
- A term time Kids' Club for children aged 3 – 13
- A youth group (AHGOD) for young adults 13 – 18
- A youth club (Midway) for children aged 9 – 13.

## **Section 2: Introduction**

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

## Our commitment

As a Church 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 Church 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.

Our safeguarding statement can be found in Appendix 1.

The policy and any attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by [thirtyone:eight.org](http://thirtyone:eight.org)

The Church undertakes to:

- endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
- provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
- ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
- support the Safeguarding Lead(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.
- the Leadership agrees not to allow the document to be copied by other organisations.

## 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 in need of protection 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.

In order to safeguard those in our places of worship and organisations 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.*

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. See 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 (England and Wales)(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 Church will ensure all workers are

- Committed Christians attending Armstrong Hall or another Church
- Known to the church for a period of six months before working with children, young people and vulnerable adults; where necessary references will be sought
- Aware of their roles and responsibilities
- Subject to an enhanced DBS check completed (complying with the CODE of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Provided with a copy of the organisations safeguarding policy and knows how to report concerns
- Able to undertake the required training as appropriate and can then demonstrate a clear knowledge of how to report concerns
- Those applying have completed an application form and a self declaration form
- Understand that initial participation in any relevant activity is for a probationary period agreed at the time of appointment

### **Safeguarding training**

The Church 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 every 3 years.

The Church 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.

### **Management of Workers – Codes of Conduct**

As a Church we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a code of conduct towards 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 job role and out. They will also receive further training as necessary.

### **Practice Guidelines**

As a place of worship 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 false or unfounded accusation.

As well as a general code of conduct for workers we also have specific good practice guidelines.

See appendix 3.

A registration and consent form is completed by the parent/carers of all children and young people attending Kids' Club, Midway & Youth Group.

See appendix 4

## **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. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

We therefore have clear guidelines in 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 the thirtyone:eight 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 and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

## Section 5

### Responding to allegations of abuse

Under no circumstances should a volunteer or worker carry out their own investigation into an allegation or suspicion of abuse. The following procedures indicate the template of actions that must be followed:

- Documenting a concern

The worker or volunteer should make a report of the concern in the following way:

Complete the responding to abuse – workers action sheet. Appendix 5

- The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to:

**Name:** Clare Packer (hereafter the "Safeguarding Lead")

**Tel:** 07884 044097

**Email:** [squirreldene@hotmail.com](mailto:squirreldene@hotmail.com)

The above is nominated by the Church to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.

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

**Name:** Stewart Evans (hereafter the "Deputy")

**Tel:** 07590 610993

**Email:** [stewartevans@protonmail.com](mailto:stewartevans@protonmail.com)

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

**thirtyone:eight** PO Box 133, Swanley, Kent, BR8 7UQ.

Tel: 0303 003 1111. Option 2

Alternatively contact Social Services or the police.

- The Safeguarding Lead should contact the appropriate agency or they may first ring the thirtyone:eight helpline for advice. They should then contact social services in the area the child or adult lives.

**Name of local authority:** Northumberland County Council

**Children's Social Services, Onecall:** 01670 536400

**Adult Social Services, Onecall:** 01670 536400

**Website Address:** [www.northumberland.gov.uk](http://www.northumberland.gov.uk)

**Police Protection Team Tel:** 101

- The Safeguarding Lead may need to inform others depending on the circumstances and/or nature of the concern, these may include:
  - Church treasurer who may need to liaise with the insurance company to report a serious incident.
  - Designated officer or LADO (Local Authority Designated Officer), Louise Prudhoe 07500 606174, LADO@northumberland.gov.uk, if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions 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 by the Lead
- Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Lead, the absence of the Safeguarding Lead or Deputy should not delay referral to Social Services, the Police or taking advice from thirtyone:eight.
- The Leadership will support the Safeguarding Lead/Deputy 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 place of worship / organisation will use this procedure. If, however, the individual with the concern feels that the Safeguarding Lead/Deputy 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 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 will:

- Contact Children's Social Services (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.
- Not tell the parents or carers unless advised to do so, having contacted Children's Social Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant 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 Services direct for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

### **Allegations of sexual abuse**

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

- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by thirtyone:eight if for any reason they are unsure whether or not to contact Children's Social Services/Police. Thirtyone:eight will confirm its advice in writing for future reference.

### **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, self harm, forced marriage, modern slavery or domestic abuse.

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

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively thirtyone:eight can be contacted for advice.
- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

In the event of spiritual abuse the Safeguarding Lead will:

- Identify support services for the victim 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, whilst following the procedure outlined above, the Safeguarding Lead, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Services in regards to the suspension of the worker
- Make a referral to the Local Authority Designated Officer (LADO) 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 Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.
- Share information about the concern with the police.

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

The safeguarding Lead will:

- Liaise with Adult Social Services in regards the suspension of the worker. Tel Onecall: 01670 536400
- Make a referral to the DBS following the advice of Adult Social Services
- Share information about the concern with the police

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 Church 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 that have contact with or are part of the place of worship.

#### **Working with offenders and those who may pose a risk**

When someone attending the place of worship is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the Church 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 an appropriate risk assessment and through consultation with appropriate parties.

#### **Adoption of the policy**

This policy was agreed by the leadership and will be reviewed annually on 1<sup>st</sup> September.

Signed by:

Signed by:

Date: 1<sup>st</sup> September 2025