



Buckfast Abbey

Buckfast Abbey

SAFEGUARDING POLICY FOR CHILDREN AND ADULTS AT RISK OF HARM

Author: Andrew Kings, Independent Safeguarding Co-ordinator

Ratified by: Buckfast Abbey Safeguarding Commission

Review Date: April 2020

INTRODUCTION

Buckfast Abbey is committed to the application of the Safeguarding standards and policies of the Catholic Church in England and Wales. This involves taking all possible steps to protect children, young people and adults who may be vulnerable to any form of abuse or maltreatment by promoting a safe environment. We believe that a child, young person or adult at risk of harm should never experience abuse of any kind. We have a responsibility to keep them safe. We are committed to working in a way that protects them.

This policy applies to all employees, including senior managers, the board of trustees, sessional workers, agency staff, residents, including members of the religious community, students, visitors or anyone working on behalf of Buckfast Abbey.

The purpose of this policy is to:

Protect children, young persons and adults who may be at risk of harm, who receive the services of Buckfast Abbey. This includes the children of adults who use our services.

This policy has due regard to Devon County Councils Adult Safeguarding Policies and procedures. Management of Allegations / disclosures of abuse will follow the local authority processes as described in section headed procedures for all employees.

This policy covers all areas of adult and child safeguarding, including all the categories of abuse outlined in the Care Act 2014 related to adult abuse:

- Physical Abuse
- Psychological Abuse
- Financial and material abuse
- Sexual Abuse
- Domestic Abuse
- Modern Slavery
- Self-Neglect

- Discrimination
- Neglect and acts of omission
- Organisational Abuse

The Abbey will adhere to local and National reporting mechanisms for modern slavery and child sexual exploitation as advised by the Local Authority safeguarding procedures for adults and children.

We are committed to promoting equality, valuing diversity and working inclusively across our entire organisation. We include for adult safeguarding consideration of general vulnerability covering a wide range of issues, needs and circumstances for adults accessing the Abbey. An adult's vulnerability may not be isolated only to care and support needs as identified by the Care Act – we recognise the need to be inclusive and protect all adults.

We uphold these principles in our behaviours and practices towards everybody who works for our organisation and those who use or take part in our daily life. We oppose all forms of discrimination and intolerance in our work and we have a zero-tolerance approach to bullying, harassment and victimisation. We will not tolerate discrimination against those who work within or use our organisation and have one or more of the protected characteristics:

Age

Disability

Gender

Gender reassignment

Marriage and civil partnership

Race

Religion or belief

Sexual orientation

Pregnancy and maternity

LEGAL FRAMEWORK

It is important to recognise that this Policy covers the local arrangements at Buckfast Abbey, which is part of the English Benedictine Community.

It cannot replace the Legislation and Statutory Guidance applicable to Safeguarding, which will be the default position in any conflict that arises.

The principles and guidance contained in Working Together to Safeguard Children and Young people, and those applying to Safeguarding Adults, Safer Recruitment, combined with the Catholic Safeguarding Advisory Service (**CSAS**) National Policies and Procedures will be the guiding structure for all our work.

The Buckfast Abbey policy will not conflict with the overarching principles and requirements of the national safeguarding policies and procedures of the Catholic Church in England and Wales.

The CSAS Policies and Documents have the advantage of being regularly updated and readily available for operational use, and cover the routine Processes and Forms used. There is a large volume of information on this site which would be difficult to retain in practice, so it provides a current “live” resource for the majority of scenarios. <https://www.csas.uk.net/procedures-manual/#cat-5>

The local Buckfast Abbey Policy will only cover items not contained in the above, where specific Guidance or Procedures are needed for effective Safeguarding.

In order to ensure the constant review of Safeguarding at the Abbey, a Safeguarding Risk Register is regularly updated as a live document. The register is reviewed at each Buckfast Abbey Safeguarding Commission meeting.

For the purpose of this policy and definitions used;

A Child shall be a person under the age of 18.

A young person is a person who has reached the age of 16 but is under the age of 18.

An Adult at Risk is a person over 18 years’ old who has care and support needs and is experiencing, or is at risk of abuse and / or neglect, and, as a result of their needs, is unable to protect themselves against it. An adult’s vulnerability may not be isolated only to care and support needs as identified by the Care Act – The Abbey recognises the need to be inclusive and protect all adults with vulnerabilities not only those with care and support needs. Adult Safeguarding processes will determine the necessary course of action required

Abbey Personnel includes everybody at Buckfast Abbey, both monks and staff.

Public Place is an area which can be seen by other people, or where other people are, or which is open to other people. Areas such as the numerous gardens, Grange Restaurant or Abbey Church would be a public place.

Any person leading a group visit, whether for a day or longer, will be given information about the Abbey’s safeguarding Policies and they will be informed that Buckfast Abbey has certain requirements and expectations of group leaders in order that policies can be adhered to.

Safeguarding Policies also apply to external contractors who are expected to follow the same working practices and requirements in relation to Safeguarding as Abbey personnel. A written agreement to this must be signed by contractors.

PROCEDURES FOR ALL ABBEY PERSONNEL

All Buckfast personnel will receive safeguarding awareness training. This will provide some knowledge of our Safeguarding policies in relation to children, young adults and adults at risk of harm. It will define safe working practice and provide clear advice on what to do if abuse is suspected or disclosed.

Most personnel at Buckfast do not work directly with children or adults at risk of harm, however as part of their day to day work life, most personnel will encounter children or adults at risk at some point. For example, residential areas could be visited for cleaning or maintenance, fire alarm testing and many other reasons. For this reason, it is a requirement that all personnel receive such training.

If an employee or volunteer receives an allegation or is concerned about the welfare of a child or adult at risk they must report this in the first instance to the group leader, manager or safeguarding lead.

If this person is not available, the concern or allegation should be reported to the Safeguarding Co-ordinator.

If a child or adult is considered to be at immediate risk of harm, the matter should be referred directly to the Police and the safeguarding Co-ordinator must be notified at the earliest opportunity.

The Safeguarding Co-ordinator will usually seek consent from parents/carers to make a referral to the Local Authority Children's Services Department. However, if the concerns are considered to be a child protection matter, no consent is required as to involve the parents or refusal to make the referral might compromise the safety of the child. Information will be shared with families, unless to do so would compromise a child's safety as directed by statutory agencies.

Any member of personnel who works, or may have individual contact with children, young persons or adults at risk of harm will be recruited by the Safer Recruitment Process. Any member of personnel who works or might be reasonably expected to have individual contact with children and / or adults at risk of harm will be asked by the Safeguarding Co-ordinator to complete a Disclosure and Barring Service form.

All Buckfast Abbey personnel will be issued with identification which should be clearly displayed.

EDUCATION CENTRE

The Education centre at Buckfast Abbey engages with approximately 10,000 children per year. These children range from 4 years old to 18 years of age.

Children, young persons and adults involved in Education department activities do so as part of organised groups or as part of a visiting educational facility. Buckfast Abbey will ensure that all visiting children, young persons and adults who may be at risk of harm are suitably supervised by staff and carers and that appropriate safeguarding background checks have been completed within their own organisations. Any person bringing, or accompanying groups of children or young persons will be made aware of our Safeguarding policies and their own responsibilities.

Groups of children or young adults will not be allowed onto the site unless accompanied by the approved supervisor(s) in the ratios recommended by best practice.

Personnel entering the Education centre (or any buildings or rooms where school groups may be working) for any purpose must contact the Education Officer or member of the educational staff to ensure it is safe to do so. Persons not connected with any attending schools or organisations can only attend the educational facilities having made an appointment.

Teachers and group leaders must ensure that any person not known to them will be refused entry into the Education Centre whilst children are present.

BUCKFAST ABBEY GROUNDS

Many areas of Buckfast Abbey are secluded and out of the public eye. There may be many reasons why children, young persons or adults at risk of harm could be in such areas. Whatever these reasons,

e.g. trespassing, lost persons, a duty of care is still required. If any person is seen in such areas not normally accessible to the public, that person should be asked their reason for being in that location.

Outside Contractors will be provided with information about the Safeguarding Policies and will be informed that the Abbey has certain expectations and requirements of them. Outside contractors will be expected to follow the same working practices and requirements as Abbey personnel. All contractors working at Buckfast Abbey should have identification from their company.

Contractors will be informed that Buckfast Abbey will not engage any individual in any position who has been disqualified from working with children, young persons or adults.

RESIDENTIAL ACCOMODATION,

Monastic Guest house

Men are welcome to stay for a few days or more in the monastery guest house. This building is an integral part of the monastery itself. Guests are able to join the monastic Community in their daily office, including Mass. All meals are taken with the monks in their refectory and are usually taken in silence. It is both a Health and Safety and Safeguarding issue, in that some guests may present a risk to The Guest master or other guests, whilst others can pose a risk to children and adults at risk of harm who may be staying in other areas of the abbey. Risk assessments will be made by the Guest master in relation to potential risks caused by guests and how these risks are managed.

NORTHGATE, SOUTHGATE, GRANGEHURST

Buckfast Abbey expects and requires appropriate supervision levels at all times, in accordance with DofE, Diocesan or other relevant Youth Organisation guidelines, within the accommodation (with special reference to domestic arrangements), the house grounds and generally around the site.

Permission must first be sought before entering any of the above areas for any purpose. Entry may be refused if the rooms are in use, or about to be used.

Personnel entering one of these buildings must always be in possession of Abbey identification. Personnel must not enter bedrooms, toilets and bathrooms without authorisation from the accommodation manager. Personnel must not work in rooms where there are children unless a supervising adult is present. With external maintenance and gardening, care must be taken around windows (especially bedroom and bathroom windows). The privacy of groups needs to be respected.

INTERNET USAGE

Buckfast Abbey has in place a system for monitoring the use of the internet. A report is produced weekly for the safeguarding Co-ordinator and Abbot. This records the usage, timings and location of activity. Any inappropriate use with regard to children will be investigated immediately and appropriate action taken, involving the statutory authorities if necessary.

KEY CONTACTS

Independent Safeguarding Co-Ordinator

Andrew Kings

akings@buckfast.org.uk

01364 645577

Workdays: Tuesday and Wednesday.

Safeguarding Religious Advisor

Fr Francis

Internal Code 5560 or 2024

Commission Member

Jonathan Deacon

Internal code 5910 or 2003

MASH – Multi-Agency safeguarding Hub 0345 155 1071

NSPCC – helpline help@nspcc.org.uk 0808 800 5000

Childline – 0800 1111

Adults - Care Direct 0345 155 1007

Useful Information and Documents

Catholic Safeguarding Advisory Service (CSAS) 0207 901 1920

Devon County Council 03451551015 or 0845 155 1015

Working Together to Safeguard Children;

<https://www.gov.uk/government/publications/working-together-to-safeguard-children-2>

Responding to allegations

All concerns must be brought to the Safeguarding Co-ordinator. Never delay taking action. If you are unable to contact the Safeguarding Coordinator you can contact Fr Francis or Mr Jonathan Deacon. You can also contact the Catholic Safeguarding Advisory Service (CSAS) if you require advice.

Allegation of harm of a child or adult at risk by a member of religious or church personnel comes to light, including:

Inappropriate behaviour

Possible harm caused to a child or adult at risk, or

Possible crime committed against a child or adult at risk

