

SAFEGUARDING POLICY

Summary Document

Eythorne Baptist Church, Chapel Hill, Eythorne, Kent, CT15 4AY

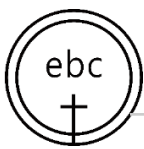
Adopted	July 2026
Review due	April 2027
DSL	Christianne Glossop 07775 022836
Deputy DSL	Martyn Jenkins 07590 835478
Safeguarding Trustee	Tony Green
CSS Safeguarding Advice Line	0116 218 4420
LADO (Kent)	03000 41 08 88 kentchildrenslado@kent.gov.uk
Children's Social Care	03000 41 11 11 (out of hours: 03000 41 91 91)
Adult Social Care	03000 41 61 61 (out of hours: 03000 41 91 91)

Our Safeguarding Commitment

Eythorne Baptist Church (EBC) is committed to creating a healthy church environment where everyone feels safe, valued, and cared for. We believe each person is made in the image of God and possesses inherent dignity and worth.

We recognise that we live in a fallen world and that harm can occur in any community, including the church. We stand firmly against any misuse of power, abuse, harassment, exploitation, or other forms of harm. We regard care for the vulnerable as a biblical imperative — not merely a legal requirement — and we aim to go above and beyond our legal duties in discharging our safeguarding responsibilities faithfully.

This summary outlines the key elements of our full Safeguarding Policy. The complete policy is available from any Elder, Deacon, or Safeguarding Lead.



Section A – Policy Overview & Scope

Purpose

This policy sets out EBC's moral and legal responsibilities and establishes the framework and standards that apply to all church activities. It supports the Trustees in their duty to safeguard everyone who engages with our church community, with particular focus on those who are vulnerable.

Scope

The requirements of this policy apply to all staff and volunteers acting on behalf of Eythorne Baptist Church, and to all official church activities.

Our Core Commitments

General Duty of Care	Identifying and managing risk through policies, procedures, risk registers, and risk assessments; and promoting spiritual, physical, emotional, psychological, and social wellbeing.
Those Who Are Vulnerable	Establishing proportionate safeguarding arrangements with a particular focus on children and young people (under 18), adults with care and support needs, and adults at risk of abuse.
Dignity & Respect	Treating everyone as loved by God and equal in His sight — showing neither fear nor favour.
Governance & Leadership	Appointing a Safeguarding Trustee, a trained Designated Safeguarding Lead (DSL), and a Deputy DSL; monitoring effectiveness; and reporting serious incidents to the Charity Commission.
Safe Recruitment	Implementing proportionate safe recruitment processes, including DBS checks for all roles involving regulated activity.
Healthy Culture	Encouraging transparency, accountability, and openness; challenging bullying, harassment, abuse, or exploitation in any form.
Partnership Working	Working appropriately with statutory agencies; sharing information in line with legal requirements; and involving children, young people, and adults with support needs in decisions that affect them.

Section B – Safeguarding Procedures

Governance & Oversight

The Trustees are ultimately responsible for safeguarding at EBC. They fulfil this by:

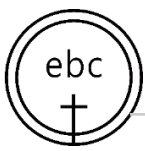
- Appointing a Safeguarding Trustee, DSL, and Deputy DSL.
- Ensuring a compliant, annually reviewed safeguarding policy is in place.
- Receiving a verbal update from the DSL at every Trustee meeting, and a written annual report.
- Reporting Serious Incidents to the Charity Commission as required.

Safe Recruitment

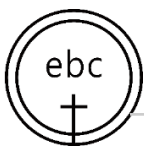
- All roles involving regulated activity are subject to a DBS check before commencement.
- An application form (including self-declaration) is required for all staff and volunteers.
- Paid staff attend a formal interview and provide references. Volunteers are briefed on role requirements.
- A Single Central Record and training log are maintained by the DSL.
- Blemished DBS checks are subject to formal risk assessment by the DSL and/or Safeguarding Trustee.
- Where a person commences prior to DBS receipt (exceptional cases only), a formal risk assessment is completed and unsupervised access to vulnerable people is not permitted.

Training Requirements

- All staff and volunteers in regulated activity roles: safeguarding training updated at least every 3 years.



- Designated Safeguarding Lead and Deputy DSL: formal update training at least every 2 years.
- Church leaders: training refreshed every 3 years.
- All staff, volunteers, and Trustees: informal update activity annually.



Section C – Working Safely

Ministry to Children & Young People

When working with children or young people, the following provisions apply:

- Attendance registers and leader lists must be maintained.
- Consent and contact details (including specific needs) must be recorded.
- NSPCC child-to-adult ratios must be maintained: 1:3 (0–2 yrs), 1:4 (2–3 yrs), 1:6 (4–8 yrs), 1:8 (9–12 yrs), 1:10 (13–18 yrs).
- All accidents and incidents must be reported to parents/carers promptly.
- Children are to be encouraged and empowered to raise concerns with leaders or parents.

Ministry to Adults at Risk

- Leaders are to be vigilant in ensuring adequate protection for every individual.
- Where the individual is competent to consent, they are encouraged to be open with their carers.
- All concerns or support needs are recorded and reported to the DSL.

Codes of Conduct

All staff and volunteers must observe the relevant Code of Conduct. The key principles shared across all codes are:

- Act with transparency and accountability to church leaders.
- Treat everyone with dignity, respect, and fairness — avoiding discrimination or favouritism.
- Maintain appropriate professional boundaries at all times.
- Refrain from any abuse of power, position, or authority.
- Ensure that any physical contact is client- or child-led.
- Never engage in sexualised, aggressive, humiliating, demeaning, or discriminatory language or behaviour.
- Do not make social media connections with children or young people in your care.
- Maintain vigilance and report all safeguarding concerns to the DSL without delay.
- Attend safeguarding training at the required frequency.
- Only engage in activities for which you are physically and mentally fit.

Responding to Concerns or Disclosures

If a concern arises or a disclosure is received:

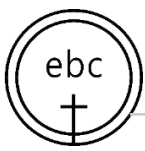
1	Assess whether any immediate action is required to protect the individual.
2	If there is immediate danger and the DSL cannot be reached, contact the Police (999) or Social Care directly.
3	Once immediate safety is established, complete an Incident/Concern Reporting Form and submit to the DSL as soon as possible.
4	The DSL will review the concern, open a Confidential File, and determine whether a referral to Social Care or other agencies is required.
5	All conversations, correspondence, and actions are recorded and stored securely. Information is shared only on a 'need to know' basis.

Section D – Allegations & Risk Management

Allegations Against Staff or Volunteers

EBC takes all allegations against staff or volunteers seriously. The process is:

- Allegations are reported to the Safeguarding Trustee (or, if the allegation involves them, to another Elder or the DSL).
- The Trustees nominate an investigating officer who assesses the need for immediate protective action.

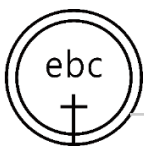


- The Local Authority Designated Officer (LADO) is consulted at the earliest opportunity.
- If LADO threshold is not met, Christian Safeguarding Services (CSS) provides independent advice.
- Support is offered to both the subject of the allegation and any potential victims throughout the process.
- Thorough, confidential records are maintained and stored securely.

Management of Those Who Pose a Risk

Where EBC becomes aware that an individual may pose a risk to vulnerable people:

- An open and frank conversation is held with the individual.
- A formal risk assessment is completed and a written agreement is drawn up, signed by the individual and church leaders.
- The agreement sets out the church's commitments, the individual's restrictions, and the consequences of non-compliance.
- Information is shared with the congregation only as necessary to protect others, and the individual is informed in advance.
- Where appropriate, the church works in partnership with probation services or other supporting agencies.



Section E – Key Contacts & Legal Framework

Safeguarding Contacts at EBC

Role	Name	Contact
Designated Safeguarding Lead	Christianne Glossop	07775 022836
Deputy DSL	Martyn Jenkins	07590 835478
Safeguarding Trustee	Tony Green	
Elders	Mike Cole	01304 830595

External Safeguarding Contacts

Agency	Contact
LADO (Kent)	03000 41 08 88 kentchildrenslado@kent.gov.uk
Police	101 (non-emergency) 999 (emergency)
Children's Social Care	03000 41 11 11 Out of hours: 03000 41 91 91
Adult Social Care	03000 41 61 61 Out of hours: 03000 41 91 91
CSS Safeguarding Advice Line	0116 218 4420
Christian Safeguarding Services	Available for advice on complex cases and DSL support

Legal Framework

This policy is underpinned by the following key legislation and guidance:

Children & Young People Children Acts 1989 & 2004 Children and Families Act 2014 Children and Social Work Act 2017 Working Together to Safeguard Children 2023 Safeguarding Vulnerable Groups Act 2006 Protection of Freedoms Act 2012 Domestic Abuse Act 2021 Keeping Children Safe in Education 2023	Adults Care Act 2014 Mental Capacity Act 2005 Human Rights Act 1998 Sexual Offences Act 2003 Health and Social Care Act 2008 Public Interest Disclosure Act 1998 MAPPA & MARAC frameworks Charity Commission guidance on serious incidents
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Complaints & Concerns

Anyone can raise a concern or complaint with any Elder, Deacon, or Safeguarding Lead. Concerns with a safeguarding element will be discussed with the DSL and Safeguarding Trustee. EBC is committed to examining all concerns carefully, impartially, and constructively — reflecting, learning, and growing from each one.

Safeguarding leads' contact details are displayed on notice boards in the church building. The full policy is available on request.