



INFORMATION FOR POTENTIAL NEW MEMBERS

NAME OF STANDING COMMITTEE/AGENCY:	
Safeguarding Committee	
REMIT:	
<p>The Safeguarding Committee provides governance for the work of the Church’s Safeguarding Service and is responsible for formulating policy and strategy.</p> <p>The Safeguarding Service acts as the first point of contact for Church congregations (including the United Reformed Church in Scotland), Faith Nurture and Faith Impact, other departments of 121, CrossReach Services, Boys Brigade and Girls Brigade, statutory agencies and members of the public.</p> <p>The Safeguarding Service leads on preventing harm and abuse and responding appropriately when it is suspected, witnessed or reported.</p> <p>The Church of Scotland Safeguarding Service aims to:</p>	
<p>1. Prevent harm or abuse by ensuring that there is good recognition and reporting by providing:</p> <ul style="list-style-type: none"> • Support and advice with every-day safeguarding matters. This work is called safeguarding enquiries. • Advice and support for the safe recruitment and selection of all paid staff and volunteers including the process of application for membership of the PVG Scheme/DBS for those working with children or protected adults. Safe recruitment is about ensuring that only people suitable to work with children and protected adults are employed. • A comprehensive range of safeguarding training programmes to meet the particular learning needs of different groups of people in the Church e.g. for volunteers, kirk sessions, safeguarding coordinators, ministry roles and CrossReach services. 	
<p>2. Respond to disclosures of harm or abuse, or risk of abuse by:</p> <ul style="list-style-type: none"> • Providing verbal and written advice in situations where harm or abuse is witnessed by, suspected or reported to, members or staff of the Church. This service is also provided to CrossReach services, Boys Brigade, Girls Brigade and the United Reform Church. • Advising and working alongside Safeguarding Panels working with those who pose a risk to ensure their safe inclusion in worship and/or Church activities. 	
CONVENER/CHAIR:	Rev. Adam Dillon
VICE-CONVENER(S):	Caroline Deerin (retiring 2021)
SECRETARY:	Julie Main, (Safeguarding Service Manager)
MEMBERSHIP:	
NB: a completed Nomination Form must be submitted by anyone wishing to be put forward for proposed re-appointment	
<p>Convener, Vice-Convener and 6 members appointed by the General Assembly, 1 representative (voting member) from and appointed by each of the Faith Nurture Forum, the Faith Impact Forum, the Social Care Council, the Solicitor of the Church, the National Adviser (Safeguarding Service Manager) as Secretary to the Committee, the Chief Officer and up to 4 members co-opted by the Committee for their expertise. For the avoidance of doubt it is declared that only the following persons will be entitled to vote: Convener, Vice-Convener, the six Assembly appointed members and the three representatives from each of the Faith Nurture Forum, the Faith Impact Forum and the Social Care Council.</p>	



FREQUENCY, TIMING AND VENUE OF MEETINGS:

include mention of any particular day(s) of the week when meetings would fall

Meetings are usually held six times a year at 121 George Street (but are currently being held online using Microsoft Teams due to Covid-19). Meetings are scheduled for 1p.m. on a Monday and usually last for approximately 2 hours.

DETAILS OF SUB-COMMITTEES/GROUPS:

include frequency, timings, venue and any particular day(s) of the week when meetings would fall

Recruitment Sub-Committee – This sub-committee manages PVG and DBS information i.e. conviction and vetting information that may impact on a person’s ability to take up or continue to undertake regulated work with children or protected adults. It also considers additional employment information that suggests that vulnerable groups may be at risk of harm.

The sub-committee will risk assess relevant information to ensure that on the balance of probabilities, the person is suitable to work with children/protected adults.

The meetings normally take place once a month on a Monday at 121 George Street (but are currently being held online using Microsoft Teams due to Covid-19) from 3 p.m. onwards.

Training Sub Committee – This subcommittee is responsible for the development of an annual Safeguarding Training Strategy for the Church. It meets one a month at 121 George Street (but are currently being held online using Microsoft Teams due to Covid-19)

Managing those who pose a risk Subcommittee – The Sub Committee will advise the Safeguarding Committee about relevant matters pertinent to the ongoing area of Managing Those Who Pose a Risk and, where appropriate, in the development of future policy. The group meets as and when required and included in its membership are external professionals co-opted for their expertise in this area e.g. police etc.

EXPECTATIONS OF MEMBERS:

Members are expected to attend the Safeguarding Committee on a regular basis and be able to contribute to informed discussion on safeguarding matters. Members are also expected to undertake training as appropriate to the role and to support the development and delivery of an efficient and effective safeguarding service across the Church.

SKILLS AND EXPERIENCE SOUGHT AT THIS TIME:

Nominees would benefit from having professional or voluntary experience in the fields of social work/social care, health, housing, police, criminal justice services or similar and have a good understanding of safeguarding issues e.g. child protection and wellbeing, adult protection and wellbeing, domestic abuse and criminal justice systems. Related areas of experience could include academic expertise in the field, knowledge of safe recruitment and delivery of child or adult protection training.

It would also be helpful for members to have an understanding of strategies to prevent harm and the process of risk assessment and risk management.



FURTHER DETAILS:

Include any useful web links

Please see the Safeguarding Service area of the Church of Scotland's public website [here](#) for further information.

Other useful sources of information:

National Child Protection Guidance 2014 [here](#)

Adult Support and Protection revised Code of Practice [here](#)

Multi-Agency Public Protection Arrangements (MAPPA) [here](#)

Safer Recruitment through Better Recruitment [here](#)

Disclosure Scotland Act 2020 [here](#)

Disclosure and Barring Service [here](#)