



Regional Safeguarding Newsletter

May 2018



News

New post: Regional Safeguarding Administrator

From 1st April, a Regional Safeguarding Administrator has been in post for eight hours a week. This role is to support the Regional Safeguarding Officer and will include managing the lists of those who have undertaken safeguarding module training, contact details, collecting key information from Circuits and managing bookings for training events. The role is to be undertaken by Rebecca Catford, as part of her job as Darlington District Administrator. You can contact her at neregsafe.office@gmail.com. Please support her in the new role and respond to requests for information, as we work towards ensuring the information that we hold is in line with the new General Data Protection Regulations that come into force on 25th May.

Data Protection and GDPR Guidance

The new Data Protection law gives individuals more rights over how information about them is stored and used by organisations. In particular, organisations have to tell individuals what they are doing with the information they are storing and using. Publications should be available in the near future on GDPR. Safeguarding policies are currently being updated and privacy notices for safeguarding activities should be ready by May. Keep an eye on the Connexion website and TMCP (www.tmcp.org.uk) for more updates.

Training Update

The Leadership Module being re-launched as the Advanced Module. The new training will be split into three sections:

1. Essential Preparation. To be completed by individuals or groups before the face to face training. To last around one and a half hours
2. Core Learning. A four-hour face to face training session.
3. Participant Handbook. A resource to take away from the training with further information.

The Region are currently planning a series of sessions over the next two years to cover all of those who are required to complete the training. Dates and venues will be publicised as soon as we have them. Those who need to attend include all local preachers, worship leaders and anyone with a leadership role in the church both paid and voluntary. The full list is available here: <http://www.methodist.org.uk/media/7493/css-am-attendance-list-2018.pdf>

Take action!

GDPR

Data mapping is the second step in the nine steps for Methodist Trustees to do now to comply with GDPR. See TMCP website for more information:

<https://www.tmcp.org.uk/about/data-protection/>

Is your church hired by groups?

Trustees for Methodist Purposes updated the licences for churches to use. You can find further information on [TMCP website](http://www.tmcp.org.uk).

Further Advice on Event Risk Assessments

The Methodist Church Safeguarding policy states that all 'events with church groups off the premises' are required to complete a risk assessment, and it is best practice for events on church premises to have completed one.

This covers planned events and activities rather than business meetings, for example, a District Retreat Day open to anyone in the District would need to undertake a risk assessment, but District Policy Committee would not.

Circuit Safeguarding Officers Meeting

Our spring Circuit Safeguarding Officers meeting was on Wed 25 April. There were updates on Safeguarding issues and Safeguarding training. The main focus of this meeting was sharing good news stories and learning from each other's good practice. Our Regional Safeguarding Officer, Carolyn Godfrey and the Chair of the Regional Safeguarding Group, Mark Braithwaite, were on hand to help and answer questions.

Book your place: DBS Training Event

We are delighted to have DDC Ltd, the new DBS service provider, offering two half day training sessions in Chester-Le-Street Methodist Church on **Thursday 17 May**. The session is suitable for those involved in instigating or verifying DBS checks, and will include opportunity to ask questions of the provider reps who will lead the sessions.

There will be a session at **10am and a repeat session at 1.30pm**. Please book your place through Rebecca: neregsafe.office@gmail.com; 01325 468119

Updated Safeguarding forms

The updated Safeguarding Policy, Procedures and Guidance is on the Safeguarding section of the Methodist Church website along with word versions of the model safeguarding policies.

Updated Methodist Safeguarding Policy and Church Forms

<http://www.methodist.org.uk/for-ministers-and-office-holders/safeguarding/policies-procedure-and-information/policies-and-guidance/>

Updated Standard Licence

<https://www.tmcp.org.uk/news-hub/updated-standard-document-standard-licence>

Keeping documents relating to Safeguarding

Safeguarding records contain personal data and sensitive information. So it is important to keep these records in good order: make sure they are up-to-date and stored in a safe and secure place. You also need to know who has access to them. Due to the ongoing Independent Inquiry into Child Sexual Abuse, we have a legal requirement to keep everything relating to safeguarding cases. It is essential we know what information we have got, how it is stored and what our purpose is for storing it.

Contacts

Regional Safeguarding Officer: Carolyn Godfrey
07534 346374; ne.methodist.safeguarding@gmail.com

Chair of Regional Safeguarding Group: Mark Braithwaite 07771 771360; markbraithwaite@btinternet.com

Regional Safeguarding Administrator: Rebecca Catford
01325 468119; neregsafe.office@gmail.com

DDC: DBS and PVG Registered Body for the Methodist Church
0845 644 3298 or 0116 260 3055; contact@ddc.uk.net; <https://www.ddc.uk.net/methodist/>

To request a copy of guidelines and policy documents, please contact Rebecca on neregsafe.office@gmail.com or at the Darlington District Office: 01325 468119.

