

Safeguarding Agreement for Regular Hirers of Church Premises: St Mary's Church and St Michael's Church Hall or Church.

(To be attached to all Hire of Church Premises Agreements for Regular Hirers)

The Parochial Church Council of the Ecclesiastical Parish of Shalford (PCC) in the Diocese of Guildford has adopted the Policy Statement of the national church: *Promoting a Safer Church 2017*. As a church in the Church of England within the Diocese of Guildford, St Mary's and St Michael's require that your booking agreement is conditional upon you complying with this *Promoting a Safer Church* policy, unless you already have an equivalent policy of your own.

You are required to ensure that everyone and in particular children, young people and vulnerable adults are protected at all times, by taking all reasonable steps to prevent injury, illness, loss or damage occurring; and that you carry full liability insurance for this. In particular this means that:

- You comply with the safer recruitment guidance contained in *the Parish Handbook* (copy available online via Church of England website, and hardcopy in St Mary's Church on table);
- You will provide the church with a copy of your organisation's safeguarding procedures;
- you will recruit safely all current paid and voluntary workers who work with children and/or vulnerable adults;
- you will keep a list of the names of all paid and voluntary workers with regular and direct contact with children/vulnerable adults, and update it annually;
- you will always have at least two leaders over the age of 18 years in any group of children and young people, no matter how small the group;
- no person under the age of 18 years will be left in charge of any children or young people of any age;
- no child or group of children or young people should be left unattended at any time;
- a register of children, young people or vulnerable adults attending the activity will be kept securely. This will include details of their name, contact details of parent/guardian/carer etc., date of birth and next of kin;
- you will immediately (within 24 hours) inform the Parish Safeguarding Officer of:
 - (a) the occurrence of any incidents or allegations of abuse or causes of concern relating to members or leaders of your organisation, and contact details for the person in your organisation who is dealing with it.

(b) any known offenders against children or vulnerable adults seeking to join your membership, and manage such allegations or agreements with offenders in co-operation with statutory agencies, and with the PCC.

The Parish Safeguarding Officer for St Mary's & St Michael's Church is:

Name: Jane Wetherall

Email: safeguarding@stmary-shalford.org.uk .Tel. No: .01483 560949

Declaration

I agree to abide by the safeguarding procedures, set out in this safeguarding agreement. I understand that my booking agreement may be terminated in the event of my failing to comply with these procedures.

Signed

Title:

Organisation Date

Please sign two copies, one to be retained by the church, and one by you/the organisation. Thank you very much.