The Church of Pentecost UK

SAFEGUARDING POLICY

(Adults & Children)

Promoting excellence in Safeguarding Awareness: Preventing Abuse & Protecting the Vulnerable

Contents

Preamble:.....1

1. INTRODUCTION.....3

2. SCOPE AND PURPOSE.....3

3. Guiding Principles underpinning this Safeguarding Policy.....6

4. Safeguarding Procedures and Practices.....6

5. Responding to Concerns and Disclosures.....8

6. Whistleblowing and Managing Allegations against staff.....9

7. Code of Safer Working Practice.....10

8. Safeguarding Governance:.....11

9. Disclosure and Barring Services (DBS).....12

10. Guidelines for managing offenders such as those with cautions or convictions and sexual offenders.12

11. Organisations or Individuals using School Premises.....15

12. Safeguarding Roles and Responsibilities of District Pastors and Safeguarding Lead.....16

The role of the COPUK National Safeguarding Lead..... 16

The role of the Deputy Safeguarding Lead..... 17

The role of the Safeguarding Teams in the Area..... 17

Appendix A – COPUK Safeguarding Officers Contact Information:.....17

Appendix B This policy and safeguarding practice in the church is underpinned by the following legislation and guidance:.....18

Appendix C: Local Authority Contact Information Adult & Children's Social Care (Barking & Dagenham)..19

Appendix D: Guidelines When Dealing with A Disclosure:.....20

Appendix E – Safeguarding Incident Form.....21

Appendix F: Guidance on Safer Recruitment:.....23

Appendix G: Terminology.....24

Appendix H: Statutory Definitions of Abuse (Children) 25
Forms of Abuse: 25
Physical abuse: 25
Emotional abuse: 25
Sexual abuse: 26
Neglect: 26
Child sexual exploitation (CSE): 27
Spiritual Abuse: 27
Teenage Relationship Abuse 28
Sexting 28
Gangs and Youth Violence 28
Female Genital Mutilation 28
Drugs and Other Addictions 29
Appendix I: Signs and Symptoms of Abuse (Children) 30
Physical 30
Sexual 30
Emotional 30
Neglect 31
Appendix J: Statutory Definitions of Abuse (Adults) 31
Physical abuse: 31
Domestic violence: 31
Sexual abuse: 31
Psychological abuse: 32
Financial or material abuse: 32
Modern slavery: 32
Discriminatory abuse: 32
Organisational abuse: 32
Neglect and acts of omission. 32
Self-neglect: 33
Appendix K: Signs of Possible Abuse (Adults) 34
Physical abuse 34
Domestic violence 34
Sexual abuse 34

Psychological abuse 34
Financial or material abuse 35
Modern slavery 35
Discriminatory abuse 35
Institutional abuse 36
Neglect and acts of omission. 36
Self-neglect 36
Appendix L: Conditional Agreement - Covenant of Care Contract 37
Appendix M: Risk Assessment Tool (Sex Offenders) 39

Preamble:

This is the Safeguarding Policy of The Church of Pentecost UK (COPUK) and is a reaffirmation of the leadership's commitment to safeguarding adults and children in the church.

Church Safeguarding is about creating an environment in our churches that provides a safe space for everyone; a space where children and adults can flourish and live up to their full potential without any exposure to any form of abuse or risk of harm.

The church follows Safeguarding Guidelines issued by the National Presbytery Council based on safeguarding legislation, guidance and good practices in the UK and Human Rights laws.

This policy covers all aspects of matters pertaining to the safeguarding of children and adults at risk who may be vulnerable in our churches and church-related activities.

Church Statement: Our Commitment to Safeguarding

1. We, the Leadership of The Church of Pentecost UK, agree that our churches should be a safe, supportive, and caring community. We are committed to the growth, development, and wholeness of each member within God's purpose for everyone, and that children, young people and adults have a right to fellowship in a way that does not cause them harm or impede their human rights.
2. The entire church, therefore, acknowledges our right to protection from any form of abuse regardless of age, gender, ethnicity, disability, sexuality, or beliefs. We consider that, in accordance with legislation, the welfare of children and adults at risk is paramount.
3. It is our belief that domestic abuse in all its forms is unacceptable and inconsistent with Christian Biblical way of living.
4. We recognise that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some time in our lives. The church seeks to establish a caring environment in which there is an informed vigilance about the dangers of abuse.
5. The church will follow legislation, statutory guidance and recognised good practice as enshrined in UK and international human rights Law.
6. We have appointed a National Safeguarding Lead and Deputy Safeguarding Leads, whilst recognising that safeguarding is everyone's responsibility.
7. Church activities will be organised in such a way as to promote a safe environment and minimise the risk of harm to children and adults at risk.
8. Safer recruitment process will be followed in the selection and appointment of people to work with children and adults at risk, whether voluntary or paid, lay, or ordained.

9. We will provide support and supervision and training to those who work with children and adults at risk.
10. Rigorous and careful supervision will be put in place to protect church members and visitors from the risks associated with known sex offenders, if any, within the congregation.
11. The Church will, in addition to protecting church members and visitors from abuse, deal appropriately with offenders, and provide the necessary support needed to potential and actual victims.



Dr Lord Elorm Donkor (Apostle)
National Head of the Church of Pentecost UK.
Dated: 02nd October 2026

1. INTRODUCTION

This policy pulls together the statutory guidance for safeguarding adults at risk and children, incorporating principles from local safeguarding boards/Partnerships, guidance on the family approach and the strength-based approach.

The Church of Pentecost UK (COPUK) is committed to ensuring that all members and visitors recognise that safeguarding is everyone's responsibility and that there are processes in place to safeguard individuals that attend our services.

This policy highlights the duties and responsibilities of all COPUK, ministers, officers, staff & church members. It is essential that this policy is read periodically in church and made easily accessible to all church members and visitors.

2. SCOPE AND PURPOSE

This policy aims to ensure that no act or omission by the COPUK as a church, or via the services it provides, puts a member or visitor at risk; and that there are robust systems in place to safeguard and promote the welfare of children and to protect adults at risk of harm. Furthermore, this policy sets out the framework underpinning the monitoring of safeguarding arrangements across all COPUK Churches in the UK including Birmingham Christian College - The Church's training college.

Where an Area-based team is identified as the lead provider of a specific service, it will notify other areas of a provider's non-compliance with the standards contained in this policy or of any serious unfortunate incident that has compromised the safety and welfare of a child or an adult member within the church population.

This policy applies to **all** staff working within the COPUK, whether directly employed or contracted. It also applies to members, volunteers, visitors, whether they work with children, or with adults regardless of whether they have direct or indirect contact with children and families.

This policy aims to ensure that **all** Ministers must make sure that their Presbytery and members are made aware and are also able to access the policy.

This policy seeks to ensure that services are provided to all persons regardless of:

- Gender, Sex and Sexual Orientation
- Age
- Health status or disability etc
- Race
- Gender reassignment,
- Marriage and civil partnership,
- Pregnancy and maternity, religion, or belief,

The Church of Pentecost UK is dedicated to safeguarding children and adults at risk so they can visit, worship, and grow safely in the Lord. This is done by acting together in a coordinated and supported manner and requires all the ministers, staff, and volunteers to be alert and to make timely responses to concerns.

The COPUK's approach to safeguarding is both proactive and reactive, and the church is committed to promoting best practices which includes:

- Procedures to Prevent, Identify, Respond to and Report Concerns
- Safe Practice
- Safer recruitment Procedures
- Contextualised Safeguarding Training
- Multi Agency Working.
- Designated Safeguarding Personnel.

The COPUK's approach to safeguarding is to mitigate risk of harm to all church members and visitors. This is underpinned by definitions from Working Together to Safeguard Children 2018, where safeguarding and promoting the welfare of children is defined as:

- Protecting children from Maltreatment
- Preventing Impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

The COPUK would ensure compliance to Section 11 of the Children Act 2004, which includes the following:

- A clear line of accountability for the provision of services designed to safeguard and promote the welfare of children.
- A lead person with the required knowledge, skills, and expertise or sufficiently qualified and experienced to take leadership responsibility for the organisation's safeguarding arrangements.
- A culture of listening to children and taking account of their wishes and feelings, both in individual decisions and the development of services.
- Clear escalation policies for staff and volunteers to follow when their child safeguarding concerns are not being addressed within the church.
- Arrangements which set out clearly the processes for sharing information, with safeguarding organisations.
- Have a designated professional lead for safeguarding.
- Safe recruitment practices and ongoing safe working practices for individuals whom the church permit to work regularly with children and adults at risk, including policies on when to obtain criminal record checks.
- Appropriate supervision and support for voluntary and paid staff, and officers, including undertaking safeguarding training.

Our approach for safeguarding adults at risk is also informed by the Care Act 2014, which defines safeguarding adults as protecting an adult's right to live in safety, free from abuse, neglect and exploitation. The Mental Capacity Act 2005 is the statutory framework that empowers and protects vulnerable people who are not able to make their own decisions.

The Care Act 2014 places a legal duty on the Local Authority and Voluntary Agencies to ensure the health and wellbeing of adults. The Act highlights the definition of wellbeing as:

- Personal dignity including treating individuals with respect.
- Physical and mental health and emotional wellbeing.
- Protection from abuse, neglect and exploitation.
- Control by the individual over day-to-day life
- Participation in work, education, training, or recreation
- Social and economic well-being
- Domestic, family, and personal relationships
- Suitability of living accommodation (e.g., during conferences, Bible College, etc)

- The individual's contribution to society

  (Department of Health, 2014)

Links to all guidance and legislation can be found in Appendix B.

3. Guiding Principles underpinning this Safeguarding Policy

The principles below will guide all elements of safeguarding activity delivered at all levels within the Church of Pentecost UK including The Birmingham Bible College.

- Pastoral care which is respectful and informed
- Timely safeguarding action, with advice sought and action taken within 24 hours.
- The involvement of others on a need-to-know basis only.
- Proactive prevention and the early identification and management of actual or potential risks of harm or abuse or exploitation.
- The active commitment of all in promoting and keeping all people in contact with our services safe.
- COPUK has an anti-discrimination environment, where we do not discriminate against anyone due to their cultural, racial or other diverse background. Staff and volunteers are trained to notice and prevent any discrimination. ***(Working Together 2026).***

4. Safeguarding Procedures and Practices

- Working Together to Safeguard Children 2026 requires a **mandatory 15-working-day** multi-agency rapid review timeline.
- Any disclosure made must be treated with sensitivity and confidentiality.
- All members have a responsibility to follow the 5 R's.

Referral Process:

Step 1: Receive (Frontline Response)

- **Listen fully** without interrupting, showing shock, or investigating.
- **Reassure the individual** that they did the right thing by telling you.
- **Be clear about confidentiality:** Explicitly state, "I cannot keep this a secret. I must share this with our Safeguarding Team to help keep you safe."

- **Do not promise** that "everything will be fine" or make commitments you cannot keep.

Step 2: Record (Immediate Reporting)

- Complete a written Safeguarding Incident Report within **2 hours** of the disclosure.
- Write down the exact words used by the individual. Do not interpret or add personal opinions.
- Use a clear, template-driven format detailing the **date, time, location, physical marks observed, and names of individuals involved**.

Step 3: Report (Internal Routing)

- Contact your **District Safeguarding Officer (DSO)** immediately.
- If the allegation involves a member of the church staff, a volunteer, or Pastor, bypass the local leadership and report directly to the **Designated National Safeguarding Officer**.

Step 4: Refer (Multi-Agency Actions)

- **Immediate Danger:** If a child or vulnerable adult is at immediate risk of harm, call **999** straight away.
- **Standard Referral:** The DSO should contact the Designated National Safeguarding Officer to submit a formal referral to the local authority's **Family Help Team** or **Multi-Agency Safeguarding Arrangement (MASA)** portal within **24 hours**.
- **Allegations Against Staff/Volunteers:** If the report concerns a person in a position of trust within the church, the DSO must notify the **Local Authority Designated Officer (LADO)** within **24 hours**.

Step 5: Monitor & Escalate

- Under *Working Together 2026*, serious incident timelines are strictly capped. Log the date the referral was submitted.
- Track the local authority's acknowledgement. If you do not receive a clear multi-agency decision framework within **15 working days**, the DSO must escalate the case to the Designated National Safeguarding Officer to activate the formal local multi-agency dispute resolution pathway.

5. Responding to Concerns and Disclosures

- The priority should always be to ensure the safety and protection of the individuals involved and the staff/volunteer who/that has been the first point of contact. In situations where a vulnerable person is at risk of significant harm or is likely to harm themselves or others, it would be legally acceptable, appropriate and a desirable requirement to disclose relevant information to the public authorities so as to protect that vulnerable person.
- All concerns, therefore, should, in the first instance, be passed to the COPUK National Safeguarding Lead within 24 hours.
- Regarding adult safeguarding, it is appropriate to ascertain the wishes of the adult at risk as to what they want to do about the situation, explaining the boundaries of confidentiality. However, care should be taken in telling the adult at risk what you are going to do, if it could make them more vulnerable or at further risk.
- The COPUK National Safeguarding Lead will need to consider whether it is appropriate to inform a child's parent/carer of any suspected abuse.
- In some circumstances this may increase the risk of harm to the child and undermine any future Police investigations.
- If someone tells you about abuse/ or you observed an abuse, neglect or exploitation, your role is to respond sensitively and inform the District Pastor or Presiding Elder who will inform COPUK National Safeguarding Lead within 24 hours.
- In emergency situations where a child is seriously injured, or it is believed that someone will be further harmed if left in their current situation contact the Police, ambulance, or the local authority Children Services immediately and inform the District Pastor or Presiding Elder. The Presiding elder will inform the District Pastor, and he will inform the COPUK National Safeguarding Lead as soon as possible, but always within 24 hours.
- Concerns should be documented on the safeguarding form found in Appendix E.
- Make a record immediately afterwards and always let the District Pastor and or Presiding Elder know all that you have seen and done in responding to the situation.
- In the event that an allegation is made against either the District Pastor or Presiding Elder, the Safeguarding Lead will assume the responsibility for investigating the allegation.
- Where an allegation is made against the Safeguarding Lead, the National Head of COPUK will appoint a senior minister to investigate the matter.

6. Whistleblowing and Managing Allegations against Staff

This section outlines guidance and recommendations regarding whistleblowing and raising concerns in line with the Church's Safeguarding Policy.

- Staff and volunteers must acknowledge their individual responsibility to bring matters of safeguarding concern to the attention of the COPUK National Safeguarding Lead or the District Pastor and or Presiding Elder. All staff and volunteers have the responsibility for raising concerns about unacceptable practice or behaviour within the church and the training centre.
- As a whistle-blower you should voice your concerns, suspicions, or uneasiness as soon as you feel you can to the Church's Safeguarding Lead whereby you feel the matter if reported will not be dealt with appropriately by the District Pastor or Presiding Elder.
- The earlier a concern is expressed, the easier and sooner action can be taken.
- Be specific about what is concerning to you and why.
- Investigations will be carried out by the National Safeguard Lead.
- As best practice you should put your concerns in writing, outlining the background and history, giving names, dates, and places where you can.
- A member of staff and volunteers are not expected to prove the truth of an allegation, but you will need to demonstrate sufficient grounds for the concern.
- Once a matter is reported, the National Safeguard lead will provide you information regarding the progress of the matter.
- The COPUK has a responsibility to protect you (the whistle-blower) from harassment or victimisation.
- No action will be taken against you if the concern proves to be unfounded as long as it was raised in good faith.
- You will be offered the support you need to deal with any safeguarding concerns.

7. Code of Safer Working Practice.

This code should be provided to all staff, officers, and volunteers of the Church of Pentecost UK during their induction, and are to be followed at all times, when working and volunteering with children and adults.

The code represents the behaviours and actions which constitute safe practice. As such it will assist those working with children and adults at risk to do so safely and responsibly, enabling them to monitor their own standards of integrity and good practice.

All staff and volunteers should:

- Treat all children and adults with respect and dignity and been mindful of their words, attitude, and body language always.
- Actively communicate with children and adults at risk and involve them in planning and running relevant activities where possible.
- Avoid being alone with a child (wherever possible there should be two safely recruited adults with each child or group of children).
- Provide pastoral care in designated safer spaces provided by the church and not in own homes.
- Conduct home visits only when approved and risk-assessed with the COPUK Safeguarding Officer/ District Pastor and or Presiding Elder. Avoid conducting home visit alone.
- Sustain a culture where all staff (paid and voluntary), children and adults feel comfortable to point out inappropriate attitudes and behaviour in each other.
- Make it clear who someone can speak to about a personal concern and be proactive in addressing concerns and allegations.
- Never be under the influence of any substances at all times, e.g. abused prescription medication, when responsible for a child or adult at risk.
- Keep any physical contact specific to the needs of the activity and always seek permission from the person first.
- Obtain consent for any photographs/videos to be taken, shown, or displayed.
- Never take any photos or videos on personally owned devices.
- Act in accordance with the guidance on communicating electronically and the social media policy, avoiding inappropriate on-line friendships.

- Never use rough play, sexually provocative words and games, or any forms of physical punishment.
- Never 'scapegoat', ridicule or reject a child, group or adult or allow others to do so.
- Avoid showing favouritism to any one child, adult or group or doing anything to reinforce any inappropriate behaviours.
- Never give lifts to children on their own without parental consent on your own and not to allow unknown adults access to children.
- Never share sleeping accommodation (room) with children or give or accept invitations to visit a home alone.
- Always operate within the COPUK's principles, procedures, and guidelines, and seeking clarifications of these when unsure.
- Never accept or give any cash or monetary gifts for favours, which could be open to misinterpretation as an inducement to inappropriate action.
- Never leave any person under 18 years in charge of children for more than 30 minutes.

The list above sets clear expectations of behaviour and codes of practice which serve to reduce the possibilities of positions of trust being intentionally or unintentionally abused or misused, or false accusations being made. It is not comprehensive, and it must be interpreted in the context of the broader principles set out above.

8. Safeguarding Governance:

The COPUK's safeguarding governance ensures accountability, best practice, and quality assurance across its safeguarding processes.

The structure is made up of the Presiding Elders, District Pastors, Area Safeguarding coordinators and National Safeguarding team.

Appointments to all roles within the Church of Pentecost UK should follow safer recruitment as in the **'Safeguarding Policy and Practice Guidance'.** This requires that each appointment to both paid and voluntary posts should be subject to a recruitment process, vetting checks and subject to a yearly review**.**

9. Disclosure and Barring Services (DBS)

The DBS is responsible for processing applications for criminal record checks (DBS disclosures) and for assessing whether the individuals concerned are a danger to children or adults at risk or are/should be legally prevented from working or volunteering with these groups.
There is a legal duty to refer to the DBS, for consideration for potential barring, anyone that has been employed by, or volunteered for where allegations have been received, referred to the appropriate authorities and found to have substance.

The church aims to ensure that all ministers, staff, officers, and members who by virtue of their roles work with children and adults at risk must have a valid DBS clearance in the name of the Church of Pentecost UK upon assumption of their role.

All paid and voluntary staff working with children and adult at risk should have a valid DBS in the name of the Church of Pentecost UK and should be reviewed every three years.

The "Supervision Exemption" for DBS Checks has ended under the Crime and Policing Act 2026, which has significantly tightened the rules regarding Regulated Activity and Volunteers.

COPUK are now legally required to and will obtain Enhanced DBS checks with Barred List checks for these regular volunteers, regardless of how closely they are supervised by those with Enhanced DBS from the church.

10. Guidelines for managing offenders such as those with cautions or convictions and sexual offenders

Sex offenders

The Sexual Offences Act 2003 specifically and explicitly identifies in detail which sexual acts are deemed as offences (see attached appendix 3). Most offences carry a custodial sentence, but some people serve a community sentence where the risk to the public is deemed as very small.

Who are sex offenders?

The term “sex offender” covers a wide range of individuals, from the teenage boy convicted of having sex with his underage girlfriend to the paedophile convicted of molesting dozens of youngsters, to the rapist. Each type of offender presents a different level of risk for committing new offences. Offenders may be of any age and come from all socio – economic classes and professions. Adverse childhood experience (ACE)is said to be the cause of this behaviour, according to research.

However, the media portrays a sex offender as a lone adult male. Such male offenders represent between a third (1/3) and a half (½) of the total. A significant number of allegations of sexual crimes are committed by young people under 18 years of age against other children and young people (between a quarter and a third). Lone women sex offenders account for up to a quarter. Offenders abusing together also account for up to a quarter.

Churches have played a substantial role in helping offenders return to society, rebuild relationships, overcome old behaviours and deepen their faith commitment. However, we should bear in mind that several sex offenders, no matter how strong their determination to change their behaviour, do re-offend and need help to control their behaviour by others limiting the opportunities presented to them to exercise their sexual desires.

As a Church, we can support people with Safeguarding issues over their lifetime and know that the Spirit of God can promote change in individuals in a profound way.

Knowing that God’s love, forgiveness and grace has been extended to all who acknowledge their sin, are sincerely sorry for their sin, and want to turn away from it, we wish to provide a means for all people to grow in faith in the life of this congregation. We are instructed by Jesus to forgive others their sins just as we have been forgiven (Matt. 6:14-15).

However, as a Church we also have an obligation to:

- Protect our children and vulnerable adults,
- Be mindful of the victim(s) and / or their family members should any convicted sex offenders or those who have been convicted of any form of abuse against children and vulnerable adults or those currently charged with such offences, attend our Church or live within our Church community.

- Be mindful not to judge but support any perpetrator's family – should they attend Church or live within our Church community.

A church service full of e.g. children, may prove a greater temptation for a person, and put others at risk. We propose to manage this balancing act by the implementation of the following three main interventions:

I. The District Pastor will carry out an assessment of risk in respect of any convicted sex offender or convicted perpetrator of any other abuse against a child or vulnerable adult, or any person awaiting trial for any such offences who attends the Church, using the Risk Assessment Tool attached to this policy.

ii. Once the risk has been assessed, 'Conditional Agreement' may be discussed by the District Pastor with the offender and implemented, as necessary.

These will:

- Protect the vulnerable groups within the congregation - most importantly the children and young people.
- Restrict offenders' participation in church life (those who recognize the effect of their crimes should accept the limitations).
- If the risk is too high: The sex offender will be asked to join church services on Teams or Church services can be taken to him/her.
- Assist offenders not to re-offend and feel secure and less at risk of false accusations.
- Help minimize Church Members' fears if / when they learn that a person who has committed such an offence is within the congregation.

iii. If a 'Conditional Agreement' is put in place, appropriate local church officers will be identified and approached by the District Pastor to act as 'chaperones' to an offender whilst in Church: to ensure that the terms of the 'Conditional Agreement' are kept; to mentor them in their spiritual journey and to befriend them, as required.

- Chaperones will be required to immediately report any breach of the 'Conditional Agreement' or any concerns about the offender's behaviour to the District Pastor for action to be taken, as necessary.

The Conditional Agreement will be reviewed annually by the District Pastor and the National Designated Safeguarding Lead, the offender, the offender's parents or guardians in the case of a

child, a Probation Officer / Social Worker as appropriate, unless an Agreement has already been annulled due to the person charged being found guilty and imprisoned.

During the annual review, the District Pastor will complete a new 'Risk Assessment' Form, and a new 'Conditional Agreement' Form should be completed and signed by all parties.

The Agreement needs to be annulled after a person charged has been found guilty and received a custodial sentence.

A Person awaiting trial for an Offence falling within the scope if this Policy.

To sum up: Should anyone attend the Church who is awaiting trial for an offence falling within the scope of this policy, then to protect both them and possibly others, the District Pastor should undertake a risk assessment. A 'Conditional Agreement' should be considered as per the above procedures and implemented with the person as appropriate. If the person is found 'not guilty' or the case is withdrawn, then the Conditional agreement will be reviewed and may cease. If the person is found guilty and imprisoned then the Conditional Agreement will be annulled but if the person is given a community sentence, then the Conditional agreement will be remains reviewed.

A church should not ask a sex offender to be part of the public platform. They should not share their testimony about their offences for a number of reasons.
Truly repentant sex offenders will understand and accept the limitations within the contract. Churches who implement contracts for sexual offenders do so not because they are being judgmental. Instead, it is in recognition that true repentance is demonstrated by embracing accountability and a lifetime process of genuine and authentic transformation. Most critically, churches which implement contracts for sexual offenders understand that the principal objective of such a contract is the protection of children & vulnerable adults who are a precious part of the church family.

11. Organisations or Individuals using School Premises

According to Dept. for Education: Keeping children safe in education 2023 Statutory guidance for schools and colleges #378 "Schools and colleges may receive an allegation relating to an incident that

happened when an individual or organisation was using their school premises for the purposes of running activities for children (for example community groups, sports associations, or service providers that run extra-curricular activities). As with any safeguarding allegation, schools and colleges should follow their safeguarding policies and procedures, including informing the LADO." Where the church hires or rents a school for services or any activities, this guidance will be followed.

12. Safeguarding Roles and Responsibilities of District Pastors and Safeguarding Lead

The National Safeguarding Lead has overall responsibility for COPUK safeguarding policy and its implementation across the churches in UK including The Birmingham Christian College. The Safeguarding lead is accountable to the National Head and the National Leadership Team.
The National Safeguarding Lead works closely with the District Pastor and Area Safeguarding Officer to ensure that consistent and up-to-date standards, policy, and practice are always in place.

The role of the COPUK National Safeguarding Lead

- The COPUK National Safeguarding Lead is responsible for ensuring the provision of specialist advice, support, training and monitoring COPUK's safeguarding policy.

- The COPUK National Safeguarding Lead is also responsible for ensuring that the policy and procedures are up-to-date and are being effectively implemented.

- The COPUK National Safeguarding Lead is responsible for the timely and effective management of any concerns regarding risks of harm to or by anyone in the COPUK church community including Birmingham Bible College.

- The COPUK National Safeguarding Lead role is also to ensure that all forms of abuse or harm are reported appropriately both to the statutory agencies and to the District Pastors, Area Heads and National Head as appropriate.

The role of the Deputy Safeguarding Lead

The Deputy Safeguarding Lead shall deputise for the National Safeguarding Lead in their absence, fulfilling the functions outlined above.

The role of the Safeguarding Teams in the Area

Safeguarding officer shall support safeguarding developments and responses in each Area.
A full list of contact details of COPUK Safeguarding Officers can be found in Appendix A:

Appendix A – COPUK Safeguarding Officers Contact Information:

Overall Responsible Person:

Name: Apostle Dr Lord Elorm Donkor - National Head
Tel: 07932012204
Email: lord.donkor@copuk.org

National Safeguarding Lead:

Name: Rev Emmanuel Agyemang
Tel: 07930605962
Email: emmanuel.agyemang@copuk.org

Deputy National Safeguarding Lead

Name: Elder Samuel Quartey
Tel: 07958030657
Email: eboquartey@yahoo.co.uk

Safeguarding Program and Publicity Coordinator

Name: Raymond Johnson
Tel: 07886114928
Email: grajgh@yahoo.com

Secretary/London North Area Safeguarding Coordinator

Name: Deaconess Dorothy Karikari-Boateng

Tel: 07515124868

Email: dkariboat@yahoo.co.uk

Secretary/ London South Area Safeguarding Coordinator

Name: Deaconess Dorothy Karikari-Boateng

Tel: 07515124868

Email: dkariboat@yahoo.co.uk

Milton Keynes Area Safeguarding Coordinator

Name: Deaconess Cecilia Adomako

Tel: 07810898751

Email: cecilia261@yahoo.co.uk

Birmingham & Manchester Area Safeguarding Coordinator

Name: Elder Samuel Quartey

Tel: 07958030657

Email: eboquartey@yahoo.co.uk

Appendix B This policy and safeguarding practice in the church is underpinned by the following legislation and guidance:

The Children Act 1989 – can be found here

The Children Act 2004 – can be found here

The Care Act 2014 – can be found here

Mental Capacity Act 2005 – can be found here

The Care Act Guidance 2020 - can be found here

Practice Guidance: Safer Recruitment 2016 - can be found here

The Children and Social Work Act 2017- can be found here

Working Together to Safeguard Children 2026 - can be found here

Equality Act 2010- can be found here

Crime and Policing Act 2026 (Regulated Activity & Supervision Exemption)

Appendix C: Local Authority Contact Information Adult & Children's Social Care (Barking & Dagenham)

MASH (Children's Social Care) Tel: 0208 227 3811

Monday to Friday: 8:45 - 4:45

Out of Hours calls to Emergency Duty Team Tel: 020 8227 6122

Local Authority Designated Officer (LADO) lado@gcsxlbbd.gov.uk

Tel: 020 8227 2265

Adults Social Care Team Tel: 020 8227 2915

Monday to Friday: 8.45am - 4.45pm

In an emergency or out of these hours: Phone 020 8594 8356

NSPCC The NSPCC helpline provides help and support to thousands of adults, children, and families. Call – 0808 800 5000 Text – 88858

Email – help@nspcc.org.uk

ChildLine: ChildLine is a private and confidential service for children and young people up to the age of 19. Tel: 0800 1111.

Churches' Child Protection Advisory Service (CCPAS) www.ccpas.co.uk 0845 120 4550, PO Box 113, Swanley Kent BR8 7UQ Social Care Direct

Immediate Concerns In hours 0845 6037634

Out of hours 0845 6061212 Routine enquiries/referrals daytime hours 0845 6037627

Essex Police Child Protection Unit: 01206 717852

Essex County Council Initial Response Team (IRT) 0845 050 7666 (24 hours)

Non-emergency police contact number: 101.

Childline: Childline (a free 24-hour helpline for children) 0800 1111 NSPCC Child Protection Helpline 0808 800 5000 (free 24-hour service)

Other useful contacts NSPCC Child Protection Helpline 0808 800 5000

Childline 0800 1111 Thirty-One: Eight 0303 003 1111

Samaritans 116 123

NB: Each Area, District or Local is to establish contact with the Local Authority they operate to obtain the Local Authority Contact Information Adult & Children's Social Care list.

Appendix D: Guidelines When Dealing with A Disclosure:

Do:

- Thank the person concerned for telling you.
- Assure them you are taking them seriously.
- Reassure them they are not to blame.
- Stay calm, as the person concerned is likely to be anxious and need reassuring.
- Listen attentively and accept what is being said – your role is to pass on the concern.
- Let the person tell you in their own words – avoid making any assumptions or suggesting explanations.
- Let them know that you have a duty to speak to the District Pastor or Presiding Elder & COPUK Safeguarding Lead about the situation and that their concerns may have to be shared with others who could have a part to play in protecting them.
- Reassure them that they will be informed about what will happen next.
- Explain that you will try to take steps to protect them from further harm.
- After the event record what was said and/or seen using their own words or actions.
- Report to the Presiding Elder or District Pastor (If these two are both implicated, report to the District Safeguarding Lead).

Do Not:

- Press for more details – someone more appropriate may do this at a later point.
- Be judgmental, jump to conclusions or voice your own opinion.
- Promise to keep secrets or maintain unconditional confidentiality.
- Ask leading questions.
- Discuss the information with anyone who does not need to know.
- Attempt to deal with the problem alone or try to investigate it.
- By-pass the Presiding Elder or District Pastor before contacting any external agency.

Appendix E – Safeguarding Incident Form

INCIDENT RECORDING FORM

Name of Child, Young Person, or Adult at risk

.....

.....

Date of Birth

.....

Address if known.

.....

Date: ..... Time: .....

Recording:

Please ensure you are as accurate and detailed as possible. Use quotes, if possible, do not interpret what was said using your own words.

Record what you said as well as what the child, young person or Vulnerable Adult said.

Include details such where the conversation took place and who else was present if anyone.

If you have formed an opinion, please state it, making it clear that it is your opinion and give reasons for forming that opinion. It would assist, where possible, to also include descriptions of tone of voice, facial expression, and body language.

RECORD.

Is the Parent / Carer informed? Yes / No

Who have you spoken to about your concerns?

Name:

.....

Presiding Elder, Pastor / Church Safeguarding Co-ordinator

.....

Action / Follow up work:

.....

.....

Appendix F: Guidance on Safer Recruitment:

Good appointment and support processes will include:

- Clarity about what the post involves and the kind of person to occupy it (role description / person specification)
- Safer recruitment-trained staff member on all interview panels
- Completion of confidential declaration forms enabling information to be openly explored.
- Consistent interviewing and assessment methods, where identity is verified (by seeing photographic evidence i.e., a passport or new-style driving licence)
- Requesting appropriate, specific references to ascertain a person's suitability for the role.
- DBS checks (see following section) at the appropriate level on all staff and volunteers before they start their roles.
- Clear and thorough risk assessments to enable 'safe' appointments to be made where necessary.
- Using a Volunteer Agreement and Code of Conduct to guide best practice
- Provision of appropriate means of induction, supervision, training, and ongoing support.

Those appointing to both paid and voluntary posts should use the recruitment process as an opportunity to satisfy themselves that the person has the knowledge, skills, experience, and integrity for the work. Where individual is contracted to the COPUK, the church should satisfy itself through contractual agreements that organisations have carried out adequate safer recruitment processes.

Children (under the age of 18) volunteering or undertaking work experience should never be left alone with responsibility for a child / group of children or adults at risk.

If they are 16- 17 years old performing regulated activity frequently (more than 3 days in a 30-day period or overnight), they are eligible for (and may require) an Enhanced DBS check. If the activity is infrequent, casual, or occasional, a formal DBS check is typically not required.

A written confirmation of safer recruitment steps must be taken and documented for all staff, as well as for any arrangements that might put a child at risk.

Appendix G: Terminology

This safeguarding policy covers children and adults.

A child is defined as someone under the age of 18; this includes children and young people. As churches operate their children's and youth groups with different age ranges, this policy is not prescriptive and uses the general term of 'child' to describe both children and young people.

An adult is generally defined as someone over the age of 18. The different constituent parts of the UK can have country specific legislation e.g., the age of criminal responsibility. In Scotland, for example, an 'adult at risk' is defined as someone over the age of 16. In England, for concerns about domestic abuse, the legislation is for those 16 and over.

The term 'adult at risk' is generally now replacing the previously used term 'vulnerable adult' (focusing on the situation rather than the characteristics of the adult themselves). The label 'vulnerable adult' may wrongly imply that some of the fault for any abuse lies with the abused adult. The Care Act 2014 does not use the word vulnerable, but rather an 'adult with care and support needs', who is, or is at risk of abuse or neglect. Other descriptions include 'adults at risk' (the Adult Support and Protection (Scotland) Act 2007, Adult Safeguarding Prevention and Protection in Partnership, July (DHSSPS)) and 'adults in need of protection'. 'Adults' is used in this policy to mean adults in need of protection. In this safeguarding policy we will use the various terms interchangeably except were referring to specific legislation or government guidance.

Safeguarding is a wider term, an umbrella term which includes when referring to children; child protection and the welfare of a child; and when referring to adults; adult protection and welfare. It can be complex when defining who is an 'adult at risk', or an 'adult in need of care and protection' as there are many different definitions within legislation; reaching a certain age or having a disability does not necessarily mean that an individual is vulnerable. For example, determining who qualifies for a criminal record disclosure check through the Disclosure and Barring Service (DBS) is based on a specific definition of who is a vulnerable adult.

The term 'Leadership' Is used to refer to the governance arrangements within The Church of Pentecost UK; this may be Pastors and Elders, or Apostles, Prophets, and Counsellors.

Appendix H: Statutory Definitions of Abuse (Children)

Abuse: Abuse, neglect and exploitation are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family, by peers or in an institutional or community setting, by those known to them or, more rarely, by a stranger.
They may be abused or exploited by an adult or adults, another child, or children.

Child protection legislation throughout the UK is based on the United Nations Convention on the Rights of the Child. Each nation within the UK has incorporated the convention within its legislation and guidance.

The definitions of abuse above operate in England based on the government guidance 'Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children' (H M Government July 2018).

Forms of Abuse:

A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

Physical abuse:

A form of abuse that may involve hitting, shaking, throwing, poisoning, burning, or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse:

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately

silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may also involve seeing or hearing the ill-treatment of another individual. It could involve serious bullying (including cyber bullying), frequently causing children to feel frightened or in danger, as well as the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual abuse:

Whether or not the child is aware of what is happening or not involves forcing or enticing a child or young person to take part in sexual activities. It does not necessarily involve a high level of violence. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing, and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online and technology can be used to facilitate offline abuse. Adult males do not solely perpetrate sexual abuse; women can also commit acts of sexual abuse, as can other children.

Neglect:

The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy because of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing, and shelter (including exclusion from home or abandonment)
- protect a child from physical and emotional harm or danger.
- ensure adequate supervision (including the use of inadequate caregivers)
- ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Exploitation:

Exploitation is the deliberate manipulation or abuse of power used to have control over another person, usually for some form of gain. This can be for a range of reasons including personal, financial or sexual.

Exploitation comes in many forms, including:

- Radicalisation
- Being Controlled by a person or a group,
- Forced Labour, Slavery
- Domestic Violence and Abuse
- Sexual Violence and Abuse
- Human Trafficking, County Lines
- Grooming and Coercion
- Mate Crime, Cuckooing.

Child sexual exploitation (CSE):

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person.

Child-on-Child Abuse:

The Department for Education (DfE) defines it as abuse by one child on another child, a term used to ensure professionals are aware that children can be both perpetrators and victims.

Child-on-child abuse can have significant and long-lasting negative consequences for victims, including trauma, anxiety, poor mental health, and harm to their education.

Spiritual Abuse:

Within faith communities harm can be caused by the inappropriate use of religious beliefs or practices. This can include the misuse of the authority of leadership, penitential discipline, oppressive teaching, or intrusive healing and deliverance ministries, which may result in both adults at risk and children experiencing physical, emotional, or sexual harm. Additionally, spiritual abuse may include attempts to direct what people believe and do, and to deny choices.

The COPUK will avoid any practices which could be seen as an attempt to ‘force’ religious values or behaviours onto vulnerable people.

Teenage Relationship Abuse

Abuse in teenage relationships is when the teenager begins to feel scared or controlled by the person, they're with. The teen may be confused because the relationship feels like a loving relationship but often only when they behave in a certain way. This can happen at any age, regardless of gender.
It can lead to the teen feeling anxious about who they can talk to, what they can wear or what they can do. They may stop taking part in social activities or mixing with friends.

Sexting

When one send, receive, or forward a sexually explicit messages, photographs, or videos, mostly between mobile phones. The use of a computer or any digital device may be used as well.

Gangs and Youth Violence

While a youth gang is difficult to define, it is usually a self-formed association of peers. It usually has a name and recognisable symbols, an identifiable leader, a geographical area, and holds regular meetings. All gangs get involved in crime.
Youth violence is about intentional use of physical force or power to harm or threaten other people by young people aged 10-24. Youth violence can include fighting, threats with weapons, gang-related violence, or bullying. A young person can be a victim, a witness or offender in youth violence.

- Youth may be involved in Drug or alcohol abuse. Their attendance and effort in classes/with work may decline.
- Change in friends, coming home late or go missing, change in how they dress.
- Having a lot of money or expensive items which can't be explained.

Female Genital Mutilation

Female Genital Mutilation (often referred to as FGM) is an operation where female genitals are partly or entirely removed or injured with the aim of inhibiting a woman's sexual feelings. It is often performed before puberty, often on girls between the age of four and eight, these days it is sometimes performed on babies who are only a couple of days, weeks, or months old. This lives victims with serious health issues (physical & mental). Most, of them if not all are in constant pain.

Having difficulty walking, sitting, or standing, spending longer than normal in the bathroom or toilet, being reluctant to undergo normal medical examinations.

Drugs and Other Addictions

Addiction is a chronic disease marked by drug seeking and use that is difficult to control or compulsive, despite its harmful consequences.

Cravings, moodiness, bad temper, poor focus, frustration, bitterness and resentment, financial difficulties, having problems with the law, dropping of interests and hobbies are some of the effects of addiction.

Online Abuse / Complex Harms

Online abuse is any type of abuse that happens on the internet, for example through social media, or mobile phones. Online abuse covers a wide range of behaviours and technologies. The 2026 framework expands the definitions of harm that charity workers must be equipped to spot.

Some examples of online abuse can include:

- trolling
- stealing someone else's identity
- cyber-stalking,
- cyberbullying
- AI Exploitation
- the behavioural signs of coercive control in adolescent relationships.

Identifying online abusive from expression of a point of view is not always clear.

A good start is to apply the same standards of behaviour online as one would in person; unacceptable face-to-face should be unacceptable if said online.

Additionally, online abuse could be a criminal offence and should be reported to the police. Some examples of this could include:

- Sending grossly offensive or indecent, obscene or menacing messages.
- Publishing private sexual images online without consent, commonly known as 'revenge porn'.

Where you think an offence is criminal or you want more advice and guidance on this, contact the District Safeguarding Lead, who will discuss with National Safeguarding Lead, who will make further decision on it including contacting the non-emergency police number on 101. All this should happen within 24 hours. If a person is in immediate danger call the Police on 999.

Appendix I: Signs and Symptoms of Abuse (Children)

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life.

Physical

- Injuries not consistent with the explanation given for them.
- Injuries that occur in places not normally exposed to falls, or usual children's activities.
- Injuries that have not received medical attention.
- Reluctance to change for, or participate in, games or swimming.
- Repeated urinary infections or unexplained tummy pains.
- Bruises on babies, bites, burns, fractures which do not have an accidental explanation.
- Cuts/scratches/substance abuse (these can also be indications of self-harm)

Sexual

- Any allegations made concerning sexual abuse.
- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour
- Age-inappropriate sexual activity through words, play or drawing.
- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams, or nightmares, sometimes with overt or veiled sexual connotations.
- Eating disorders, such as anorexia and bulimia

Emotional

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clingy.
- Depression, aggression, or extreme anxiety
- Nervousness or frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour.
- Persistent tiredness
- Running away, stealing, or lying

Neglect

- Under nourishment, failure to grow,
- constant hunger,
- stealing or gorging food,
- untreated illnesses
- Inadequate care

Appendix J: Statutory Definitions of Abuse (Adults)

Safeguarding Adults is defined in the Care Act 2014 - Chapter 14 Safeguarding and the Care and Support Statutory Guidance Issued under the Care Act 2014 (June 2014).
The legislation is relevant across England and Wales but on occasions applies only to local authorities in England.

The Safeguarding duties apply to an adult who:

- has need for care and support (whether the local authority is meeting any of those needs) and.
- is experiencing, or at risk of, abuse or neglect; and
- because of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Physical abuse:

Includes assault, hitting, slapping, pushing, and misuse of medication, restraint, or inappropriate physical sanctions.

Domestic violence:

Including psychological, physical, sexual, financial, emotional abuse, so called 'honour' based violence.

Sexual abuse:

Includes rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts,

indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

Psychological abuse:

Includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.

Financial or material abuse:

Including theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits.

Modern slavery:

Encompasses slavery, human trafficking, and forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive, and force individuals into a life of abuse, servitude, and inhumane treatment.

Discriminatory abuse:

Includes forms of harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation, or religion.

Organisational abuse:

Including neglect and poor care practice within an institution or specific care setting such as a hospital or care home or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice because of the structure, policies, processes, and practices within an organisation.

Neglect and acts of omission.

Includes ignoring medical, emotional, or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition, and heating.

Self-neglect:

This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. Incidents of abuse may be one-off or multiple and affect one person or more.

Online Abuse

Online abuse is any type of abuse that happens on the internet, for example through social media, or mobile phones. Online abuse covers a wide range of behaviours and technologies. (See 'Child' Section for further info).

Appendix K: Signs of Possible Abuse (Adults)

Physical abuse

- History of unexplained falls, fractures, bruises, burns or minor injuries.
- Signs of under or overuse of medication and/or medical problems left unattended.
- Any injuries not consistent with the explanation given for them.
- Bruising and discolouration - particularly if there is a lot of bruising of different ages and in places not normally exposed to falls, rough games etc.
- Recurring injuries without plausible explanation
- Loss of hair, loss of weight and change of appetite.
- Person flinches at physical contact and/or keeps fully covered, even in hot weather.
- Person appears frightened or subdued in the presence of a particular person or people.

Domestic violence

- Unexplained injuries or 'excuses' for marks or scars
- Controlling and/or threatening relationship including psychological, physical, sexual, financial, emotional abuse, so called 'honour' based violence and Female Genital Mutilation.

Sexual abuse

- Pregnancy in a woman who lacks mental capacity or is unable to consent to sexual intercourse.
- Unexplained change in behaviour or sexually explicit behaviour
- Torn, stained or bloody underwear and/or unusual difficulty in walking or sitting.
- Infections or sexually transmitted diseases
- Full or partial disclosures or hints of sexual abuse
- Self-harming
- Emotional distress
- Mood changes
- Disturbed sleep patterns

Psychological abuse

- Alteration in psychological state e.g., withdrawn, agitated, anxious or tearful.

- Intimidated or subdued in the presence of a career.
- Fearful, flinching or frightened of making choices or expressing wishes.
- Unexplained paranoia
- Changes in mood, attitude and behaviour, excessive fear, or anxiety
- Changes in sleep pattern or persistent tiredness
- Loss of appetite
- Helplessness or passivity
- Confusion or disorientation
- Implausible stories and attention seeking behaviour.
- Low self-esteem

Financial or material abuse

- Disparity between assets and living conditions.
- Unexplained withdrawals from accounts or disappearance of financial documents or loss of money
- Sudden inability to pay bills or getting into debt.
- Carers or professionals fail to account for expenses incurred on a person's behalf.
- Recent changes of deeds or title to property
- Missing personal belongings
- Inappropriate granting and/or use of Power of Attorney

Modern slavery

- Physical appearance: unkempt, inappropriate clothing, malnourished.
- Movement monitored, rarely alone, travel early or late at night to facilitate working hours.
- Few personal possessions or identity documents
- Fear of seeking help or trusting people

Discriminatory abuse

- Inappropriate remarks, comments, or lack of respect
- Poor quality or avoidance of care
- Low self-esteem
- Withdrawn
- Anger

- Person puts themselves down in terms of their gender or sexuality.
- Abuse may be observed in conversations or reports by the person of how they perceive themselves.

Institutional abuse

- Low self-esteem
- Withdrawn
- Anger
- Person puts themselves down in terms of their gender or sexuality.
- Abuse may be observed in conversations or reports by the person of how they perceive themselves.
- No confidence in complaints procedures for staff or service users
- Neglectful or poor professional practice

Neglect and acts of omission.

- Deteriorating despite apparent care
- Poor home conditions, clothing or care and support
- Lack of medication or medical intervention

Self-neglect

- Hoarding inside or outside a property
- Neglecting personal hygiene or medical needs
- Person looking unkempt or dirty and has poor personal hygiene.
- Person is malnourished, has sudden or continuous weight loss, is dehydrated, is constantly hungry, stealing or gorging on food.
- Person is dressed inappropriately for the weather conditions.
- Dirt, urine, or faecal smells in a person's environment
- Home environment does not meet basic needs (for example, no heating or lighting)
- Depression

Appendix L: Conditional Agreement - Covenant of Care Contract

This agreement is between ……. (name of offender/person awaiting trial) and the Members of COPUK Church.

I, …… name of offender/person awaiting trial and/or parent or guardian of a child/ young person):

a) Will permit the District Pastor to contact the Probation Service or Social Services (if the offender is a child/young person) to seek full information about the crime(s) committed and to seek advice about relevant matters.

b) The Young Person will be able to attend COPUK Church for the purpose of worship and to attend Prayer Meetings and Bible Studies sessions.
The Person:

c) Must agree to be chaperoned whilst in Church by named Members of the Church appointed by the District Pastor. (Or may be chaperoned by his/her parent(s) if the offender is a child or young person).

d) Understands that if his/her offences were committed against children, then s/he must not engage in conversation with any child or young person or attempt to have physical contact with them, whilst in Church and its environment, and agrees not to seek to contact any child belonging to the Church family in any manner at any other time.

e) Understands that as a young person who has offended, then s/he will be allowed to attend youth service and other appropriate activities to meet other children but only if s/he agrees to be strictly always chaperoned by the appointed person.

f) Understands that if his/her offences were committed against a vulnerable adult, then s/he must not engage in conversation with any member of the congregation falling within that descriptive category or attempt to have physical contact with them, whilst in Church and its environment and agrees not to seek to contact any such person belonging to the Church family in any manner at any other time.

g) Understands that if his/her offences were committed against a specific group within society, then s/he must not engage in conversation with any member of that specific group who may attend Church (e.g. young women) or attempt to have physical contact with them. While in Church and its environment they agree not to seek to contact any member of such a group who belongs to the Church family in any manner at any other time.

h) Understands that if his/her offences were committed against children, s/he will be allowed to join in other Church gatherings but must not attempt to converse with any child or young person present.

i) Will not seek to photograph any member of the congregation without permission.

j) Will permit Church leaders to tell relevant people in the congregation and any chaperones about the offender's conviction if they believe it is necessary to do so.

k) Will not be allowed to hold any position of authority or trust within the Church either in a paid or voluntary capacity.

l) Agrees to an annual review of this agreement with the District Pastor & National Designated Safeguarding Lead. Failure to comply with the above clauses will result in the Probation Service/Social Services and/or the police being informed and may result in a request from the District Pastor to seek a different place to worship for you, e.g online, face to face on another day away from usual church service.

Signature ((Adult offender) If child or a young person up to 17 years including, Parent/Guarding)

Name & Signature of District Pastor

Name & Signature of Probation Officer or Social Worker

Name & Signature of Parents or Carers if offender is a child.

Date of Agreement:

Date Agreement is to be reviewed:

Date of annulment if person charged with an offence is imprisoned or found not guilty:

Appendix M: Risk Assessment Tool (Sex Offenders)

Risk Assessment Tool (To be completed by District pastor)

1. Name of offender/person charged with offence/ or awaiting trail

……..……

Address……

……...……

Gender: (tick as appropriate) Male Female

Age (Circle as appropriate): an adult, a vulnerable adult, a child under 12, a child over 12

Employment: Employed Unemployed At primary school At secondary school At 6th Form College At college (Uni) Retired A volunteer, other – explain……

2. Does this person have an order against him/her prohibiting attendance at the Church?

Yes No

ACTION:

If yes, ask him/her not to attend again and inform the Probation Service/Social Services. In the case of a young person under 17 years of age, ask of the action taken.

Is the person A convicted offender Currently charged awaiting trial?
Does the victim of the offender or person charged with the offence, attend the same local church? Yes No Inform safeguarding committee.

ACTION:

• If yes and the victim is a non-vulnerable adult, then the district pastor must ascertain the feelings of the victim as to the offender's regular presence in the Church.

• If the victim is upset by his/her presence, or the victim is a child or vulnerable adult, then the district pastor should assist the offender/person charged with the offence to find another appropriate place of worship and inform the Probation Service/Social Services (as appropriate) of the action taken. Offender can join church service online or face to face service outside church with District Pastor & Elders.

3. What was/were the offence(s) with which the person was successfully convicted or is currently charged (if awaiting trail)? (name offence(s) and give dates)

……
……
……
……

4. Is/are the offence(s) considered to be of low risk to the general population?

Yes No

5. Which group or groups of people has the offender targeted? (tick as many groups as appropriate)

Girls under 12, Girls 12 and over
Boys under 12, Boys 12 and 0ver
Vulnerable women, Vulnerable men
Non-vulnerable Women of working age, Non-vulnerable men of working age
Elderly women, Elderly men

6. Will the offender agree to be bound by a 'conditional agreement'?

Yes No

Safeguarding Committee's ACTION:

• If yes and following the correct procedures an Agreement is considered appropriate, it will be drawn up and signed by the offender, The district pastor and any others as specified in the 'conditional agreement' document attached to this policy.

• If no and following the correct procedures such an Agreement is deemed necessary, then this should be discussed with the offender and his/her Probation Officer/ Social Worker/Parents/carers and the reasons for refusal ascertained and addressed, if possible, without compromising the safety of the church congregation.

• If no 'conditional Agreement' can then be signed, the offender should be assisted to worship in a more suitable environment e.g. to attend a midweek group where no persons vulnerable to his/her previous sexual desires will be in attendance, have service online, face to face at home with group of leaders to fellowship weekly.

7. Will the offender be attending Church on his/her own or with family members / friends?

……...……

……...……

……...……

8. Does the offender live alone? Yes No

9. Does the offender have an existing support network? Yes No

If yes, please describe the network e.g. old school friend etc.

Note: Relatives are not encouraged to be members of a Support Group as they may be reluctant or may not report breaches.

10. What is the offender's current attitude to the offence?

……...……

……...……

11. What is the offender's current spiritual position and relationship with the Lord?

……...……

……...……

……...……

12. How long has the offender had a Christian faith?

……...……

……...……

13. Has the offender attended any other Church since his/her release from custody?

Yes No If yes, what Church did s/he attend?

.....

If yes, why did s/he leave?

.....

14. Any other relevant information provided by the offender / relatives / Professionals / victim etc.

Name of person completing this assessment

…….……

Role in church…….Date……..