

South Wales Baptist Association Safeguarding Procedure

If you have a concern about

the welfare of a child/young person or an adult at risk,

or the behaviour of an adult in relation to a child or an adult at risk

YOU MUST

1. Record your concern in writing;
2. Report your concern within 24 hours to your church's Designated Person, or in their absence, the minister or secretary.

If the child or adult at risk is in imminent danger of harm you should refer to the police or Social Services without delay



On receiving the report of a concern,

The Designated Person must:

1. Review the concern, along with any other relevant information and decide, often in liaison with others, what action should be taken. Advice and support should be sought from any of the people listed below if you are unsure what action you should take;
2. Refer to Social Services. A formal referral may be necessary; this should normally be done within 24 hours of receiving the report;
3. Record in writing all actions taken, the reasons for these and by whom the actions were taken.

If the concern involves a minister or lay pastor you must inform the Regional Minister immediately.

If the child or adult at risk is in imminent danger of harm you should refer to the police or Social Services without delay



After a decision has been made about what action should be taken,

the Designated Person, the Safeguarding Deacon and the Minister may have a duty to:

1. Support all parties affected by the concern;
2. Report the matter to SWBA, the Independent Safeguarding Authority and the Charity Commission.

SWBA Safeguarding Contacts

Patricia Wiltshire – 07831 701161

Regional Minister – Revd Nick Bradshaw – 07971 490334

Sally George – 07974 834957