

## From September 2004 every parish should:

- Accept the prime duty of care placed upon the incumbent and Parochial Church Council to ensure the well being of children and young people in the church community.
- Adopt and implement a child protection policy and procedures, accepting as a minimum the House of Bishop's Policy on Child Protection but informed by additional Diocesan procedures and recommended good practice whilst being responsive to local parish requirements.
- Appoint a co-ordinator to work with the incumbent and the Council to implement policy and procedures. The co-ordinator must ensure that any concerns about a child or the behaviour of an adult are appropriately reported both to the statutory agencies and to the Diocesan Child Protection Adviser. Ideally this co-ordinator should be someone without other pastoral responsibility for children in the parish.
- Display the "Childline" telephone number. **(0800 1111)**
- Ensure that all those authorised to work with children and young people or in a position of authority are appropriately appointed, trained and supported and provide all authorised personnel with a copy of the parish child protection policy, procedures and good practice guidelines. **This includes carrying out Criminal Records Bureau checks.**
- Create a culture of "**informed vigilance**" which takes children seriously.
- Ensure that those who may pose a threat to children and young people are effectively managed and monitored.
- Ensure that appropriate health and safety policies and procedures are in place.
- Provide appropriate insurance cover for all activities undertaken in the name of the parish.
- Review the implementation of the child protection policy, procedures and good practice, at least annually.