



CATHEDRAL
ISLE OF MAN

Policy:

Safeguarding

Cathedral Isle of Man, a partnership of:

	Adopted by ✓
• St German's Cathedral *	<input checked="" type="checkbox"/>
• The Cathedral Quarter Trust (CQT)	<input checked="" type="checkbox"/>
• St German's Cathedral Foundation for Music and the Arts (FMA)	<input checked="" type="checkbox"/>

* St German's Cathedral is legally a sub-Committee of the PCC of the Parish of the West Coast. It is hoped that under new governance arrangements a new 'Cathedral Chapter' will become the legal authority governing St German's Cathedral.

Date Last Reviewed: 2020

Frequency of Review Recommended: Annually

Promoting a Safer Church

The Church of England's Safeguarding Policy for children, young people and adults

Introduction

The care and protection of children, young people¹ and vulnerable adults² involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all.

This document sets out the safeguarding children, young people and vulnerable adult's policy of the Church of England. It has been informed by the Joint Safeguarding Statement between the Church of England and the Methodist Church, with whom we work jointly on many aspects of safeguarding policy on a covenant basis.

The Church of England safeguarding policy statement is based on **5 foundations** and offers **6 overarching policy commitments**:

- Promoting a Safer environment and culture
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the Church
- Responding promptly to every safeguarding concern or allegation
- Caring pastorally for victims/survivors of abuse and other affected persons
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons
- Responding to those that may pose a present risk to others.

This policy applies to all Church Bodies³ and Church Officers⁴. Full understanding of, and adherence to, this policy should lead to a deepening in the understanding of, and respect for, the rights of children, young people and vulnerable adults as people of faith in the life of the Church.

¹ The phrase "young people/person" means any individual(s) aged 14 to 17 years old

² Section 6 Safeguarding and Clergy Discipline Measure 2016 defines a 'vulnerable adult' as "...a person aged 18 or over whose ability to protect himself or herself from violence, abuse, neglect or exploitation is significantly impaired through physical or mental disability or illness, old age, emotional fragility or distress, or otherwise; and for that purpose, the reference to being impaired is to being temporarily or indefinitely impaired..." The full text of the 2016 Measure can be found here:- <https://www.publications.parliament.uk/pa/jt201516/jtselect/jtecc/79.pdf>

³ Church Bodies includes PCCs, diocesan bodies, cathedrals, religious communities, theological training institutions and the National Church Institutions. This policy will apply to the whole of the provinces of Canterbury and York (including the Diocese in Europe subject to local variations/modifications). There is also an expectation that the policy will apply to the Channel Islands and Sodor and Man unless there is specific local legislation in a jurisdiction that would prevent adoption.

⁴ A "Church Officer" is anyone appointed/elected by or on behalf of the Church to a post or role, whether they are ordained or lay, paid or unpaid.

Under section 5 of the Safeguarding and Clergy Discipline Measure 2016⁵, all authorised clergy, bishops, archdeacons, licensed readers and lay workers, churchwardens and PCCs must have 'due regard' to safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). A duty to have 'due regard' to guidance means that the person under the duty is not free to disregard it but is required to follow it unless there are cogent reasons for not doing so. ('Cogent' for this purpose means clear, logical and convincing.) Failure by clergy to comply with the duty imposed by the 2016 Measure may result in disciplinary action.

This Policy Statement is supported by more detailed Practice Guidance and Reference documents which can be downloaded from: <https://www.churchofengland.org/clergy-officeholders/safeguarding-children-vulnerable-adults.aspx>

Building on this, Church bodies may provide additional local procedures and guidance in line with the House of Bishops policy and practice guidance.

Safeguarding Policy Statement of the Church of England

The Church of England, its Archbishops, Bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the Church.

Safeguarding means the action the Church takes to promote a safer culture. This means we will promote the welfare of children, young people and adults, work to prevent abuse from occurring, seek to protect those that are at risk of being abused and respond well to those that have been abused. We will take care to identify where a person may present a risk to others, and offer support to them whilst taking steps to mitigate such risks.

The Church of England affirms the 'Whole Church' approach to safeguarding. This approach encompasses a commitment to consistent policy and practice across all Church bodies, Church Officers and that everyone associated with the Church, who comes into contact with children, young people and adults, has a role to play.

The Church will take appropriate steps to maintain a safer environment for all and to practice fully and positively Christ's Ministry towards children, young people and adults; to respond sensitively and compassionately to their needs in order to help keep them safe from harm.

Foundations

In developing and implementing the Safeguarding Policy, the Church of England, is guided by the following foundations.

1. Gospel

The Church is called to share the good news of God's salvation through Jesus Christ. The life of our communities and institutions is integral to how we address this task. The good news speaks of welcome for all, with a particular regard for those who are most vulnerable, into a community where the value and dignity of every human being is affirmed and those in positions of responsibility and authority are truly trustworthy. Being

⁵ The Safeguarding and Clergy Discipline Measure 2016 applies to the whole of the provinces of Canterbury and York (including the Diocese in Europe subject to local variations/modifications), with the exception of the Channel Islands and Sodor and Man. In order to extend the 2016 Measure to the Channel Islands or Sodor and Man legislation will need to be passed by the relevant island jurisdictions in accordance with section 12 of that Measure.

faithful to our call to share the gospel therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.

2. Human Rights and the Law

The Church recognises the personal dignity and rights of all children, young people and adults, as enshrined in the Human Rights Act 1998 and the 1989 United Nations Convention on the Rights of the Child.

Safeguarding work is undertaken within a legislative framework supported by government guidance which sets out a range of safeguarding duties, responsibilities and best practice.

3. Core Principles

The following key principles underpin the Church's approach to safeguarding practice:

- The welfare of the child, young person and vulnerable adult is paramount⁶;
- Integrity, respect and listening to all;
- Transparency and openness;
- Accountability;
- Collaboration with key statutory authorities and other partners;
- Use of professional safeguarding advice and support both inside and outside the Church;
- A commitment to the prevention of abuse;
- The active management of risk;
- Promoting a culture of informed vigilance;
- Regular evaluation to ensure best practice.

4. Good Safeguarding Practice

The following key features⁷ will help Church bodies⁸ promote and maintain a safer culture that protects and promotes the welfare of children, young people and vulnerable adults. These features are :

- A leadership commitment, at all levels, to the importance of safeguarding and promoting the welfare of children, young people and vulnerable adults;
- A safeguarding policy available to Church Officers ;

⁶ In the event of any perceived or potential conflict of interest the welfare of any children and young people involved will always take precedence over all adults

⁷ These are based on Safe from Harm Home Office, 1993, and the statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004.

⁸ It is acknowledged that the level and depth of arrangements that meet these key features will be dependent on the size and resources available to an individual church body

- A clear line of accountability within the Church for work on safeguarding;
- Clear reporting procedures to deal with safeguarding concerns and allegations;

- Clear roles for Church Officers;
- Practice and services informed by on- going learning, review and by the views of children, young people, families and vulnerable adults;
- Safer recruitment procedures in place;
- Clear arrangements for support and/or supervision;
- Safeguarding training for all Church Officers working with or in contact with children, young people and/or vulnerable adults ;
- Effective working with statutory and voluntary sector partners;
- Publicly advertised arrangements for children, young people and vulnerable adults to be able to speak to an independent person, as required;
- Complaints and whistleblowing procedures that are well publicised;
- Effective information sharing;
- Good record keeping.

5. Learning from the past

In the July Synod 2013 Archbishop Justin Welby stated:

“The reality is that there will always be people who are dangerous and are part of the life of the Church. They may be members of the congregation; we hope and pray that they will not be in positions of responsibility, but the odds are from time to time people will somehow conceal sufficiently well. And many here, have been deeply affected, as well as the survivors who have so rightly brought us to this place. Many other people here have been deeply affected and badly treated. So we face a continual challenge and reality. ... There has to be a complete change of culture and behaviour.

And in addition, there is a profound theological point. We are not doing all this, we are not seeking to say how devastatingly, appallingly, atrociously sorry we are for the great failures there have been, for our own sakes, for our own flourishing, for the protection of the Church. But we are doing it because we are called to live in the justice of God, and that we will each answer to Him for our failures in this area. And that accountability is one that we must take with the utmost seriousness.” The Archbishops of Canterbury and York wrote in their joint forward to 'Safeguarding: Follow-up to the Chichester Commissaries' Reports', June 2013:

“We cannot overestimate the importance of responding appropriately today. Sadly for many this comes far too late. History cannot be rewritten, but those who still suffer now as a result of abuse in the past deserve this at least, that we hear their voices and take action to ensure that today's safeguarding policies and systems are as robust as they can be. This work is an essential and prior Gospel imperative, for any attempts we make to grow the Church, to seek the common good, and to reimagine the Church's ministry.”

The statutory reports and independent reviews into abuse that have involved the Church of England and other faith organisations highlight past errors and significant lessons to be learnt to improve safeguarding.

As a Church we continue to commit to a journey of truth, healing, learning and abuse prevention.

Policy Commitments

Based on the foundations outlined above the Church of England commits to:

1. Promoting a safer environment and culture

All Church Officers will respect all children, young people and vulnerable adults and promote their well-being.

The Church will strive to create and maintain environments that are safer for all, that promote well-being, that prevent abuse, and that create nurturing, caring conditions within the Church for children, young people and vulnerable adults. It will work to continue to strengthen and review these environments. This will be done by training, support, communication, learning, governance and quality assurance processes.

The Church will strive to support all Church Officers to adhere to safer working good practice and to challenge the abuse of power. It will ensure that processes are in place that listen to and advocate on behalf of children, young people and vulnerable adults within the knowledge that they will be cared for.

2. Safely recruiting and supporting all those with any responsibility related to children and vulnerable adults within the Church

The Church will select and vet all those with any responsibility related to children, young people and vulnerable adults within the Church, in accordance with the House of Bishops safeguarding policy and practice guidance⁹

It will train and equip Church Officers to have the confidence and skills they need to care and support children, young people and vulnerable adults and to recognise and respond to abuse. This will be done by supporting the roll-out of consistent and accessible safeguarding training in accordance with House of Bishops safeguarding policy and practice guidance.¹⁰

3. Responding promptly to every safeguarding concern or allegation

Anyone who brings any safeguarding suspicion, concern, knowledge or allegation of current or non-current abuse to the notice of the Church will be responded to respectfully

⁹ [Safeguarding Policy Statements & Practice Guidance](#)

¹⁰ [Safeguarding Training and Development Practice Guidance](#)

and in a timely manner, in line with statutory child and adult safeguarding procedures and the House of Bishops safeguarding policy and practice guidance.

All safeguarding work will be recorded in line with the House of Bishops safeguarding practice guidance.

All suspicions, concerns, knowledge or allegations, that reach the threshold for reporting to the statutory authorities, will be reported via the diocesan safeguarding adviser or designated safeguarding adviser/officer in another church body to the appropriate statutory authorities. This will be done irrespective of the status of the person.

All Church Officers will cooperate with the statutory authorities in all cases.

In responding to concerns or allegations of abuse relating to Church Officers, the Church will act in accordance with the requirements of criminal, civil and ecclesiastical law, and so will respect the rights and uphold the safeguards afforded in these, both to the victim/survivor and the subject of concerns or allegations.

4. Caring pastorally for victims/survivors of abuse and other affected persons

The Church will endeavour to offer care and support to all those that have been abused, regardless of the type of abuse, when or where it occurred.

The Church is committed to continuing to learn how to respond in a supportive and healing way to the needs of those who have suffered abuse.

Those who have suffered abuse within the Church will receive a compassionate response, be listened to and be taken seriously. The Church will respond to any disclosure of abuse in accordance with House of Bishops policy and practice guidance. This will be done in collaboration with the relevant statutory agencies in accordance with criminal, civil and ecclesiastical law. They will be offered appropriate pastoral care, counselling and support - according to the agreed need.

An appropriate pastoral response to the family, parish, congregation or order will be considered, with due regard to the right of privacy of those directly involved, and to the administration of justice.

5. Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons

The Church in exercising its responsibilities to suspicions, concerns, knowledge or allegations of abuse will endeavour to respect the rights under criminal, civil and ecclesiastical law of an accused Church Officer including the clergy. A legal presumption of innocence will be maintained during the statutory and Church inquiry processes. As the process progresses additional assessment, therapy and support services may be offered.

The Church will take responsibility for ensuring that steps are taken to protect others when any Church Officer is considered a risk to children, young people and vulnerable adults. This will be done by working to mitigate any identified risks according to a safeguarding agreement.

Church Officers who are the subject of concerns or allegations of abuse belong to families, congregations and church communities. The Church will be mindful of the need to provide

support to members of families, parishes and congregations affected by the Church Officers in such situations.

6. Responding to those that may pose a present risk to others

The Church, based on the message of the gospel, opens its doors to all. It will therefore endeavour to offer pastoral care and support to any member of the church community whom may present a known risk.

The Church will ensure that any risk has been assessed and is being managed in a safeguarding agreement in accordance with House of Bishops policy and practice guidance. This will be done in collaboration with the relevant statutory agencies in accordance with criminal, civil and ecclesiastical law.

Putting the policy into action

All parts of the Church of England must adopt or take account of this Policy Statement within their own safeguarding policy¹¹. The Policy Statement must actively underpin all safeguarding work within the Church and the drive to improve safeguarding practice. All Church bodies should ensure that:

- All Church Officers have access to this Policy Statement;¹²
- The Policy Statement is promoted and publicised;
- The Church's safeguarding message is communicated as reflected in the policy;
- They have a "Promoting a Safer Church" action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly.

Latest versions of the Church of England's Safeguarding documents can be found here:

<https://www.churchofengland.org/clergy-office-holders/safeguarding-children-vulnerableadults/national-policy-practice-guidance.aspx>

If you are concerned that someone you know is at risk of, or is being abused, or presents a risk to others please seek advice from a Safeguarding Adviser or if necessary report the matter to the Local Authority Social Care Services or the Police without delay

¹¹ A shortened 'at a glance' version of this Policy Statement will be prepared for Parish, Dioceses, Cathedrals and other church bodies and be available on the national website

¹² This may be access to a Parish or Diocesan website and/or a hard copy A4 Policy statement

Anti-Bullying Policy for the Cathedral Choristers

Anti-Bullying Policy

(To be read in conjunction with the Sodor and Man Diocesan Safeguarding Policy).

Rationale

At Cathedral Isle of Man, we value people for who they are, leading to respect, compassion and empathy, treating all as individuals, motivated, having high expectations, honesty and mutual trust.

Bullying prevents an equality of opportunity and challenges our determination to provide an inclusive education. It is the responsibility of all members of the Cathedral community to prevent bullying and to support the ethos at Cathedral Isle of Man. Consequently, the overall aim of this policy is to support everyone within the choir community in tackling bullying.

Where bullying exists the victims must feel confident to approach a member of staff so that the event is logged, and communication with the Safeguarding Officer can be implemented. It is our aim to challenge attitudes about bullying behaviour, increase understanding for bullied Choristers and to promote an anti-bullying ethos at the Cathedral.

Guidance

· Promoting a Safer Church

Other guidance documents can be viewed at the Cathedral Office:

- Diocesan Safeguarding guidance
- Health and safety guidance
- Inclusive Church Policy

Definitions of Bullying

We believe it is important that we educate choristers to know the difference between simply 'falling out' and bullying. The following definitions are designed to clarify this distinction.

Bullying is deliberately hurtful behaviour that is repeated over a period of time, making it difficult for the Choristers concerned to defend themselves.

Bullying includes:

- Physical: Pushing, kicking, hitting, pinching and other forms of violence or threats.
- Verbal: Name-calling, sarcasm, spreading rumours, persistent teasing. This also includes messages by mobile phone, e-mail and social networking sites.
- Emotional: Excluding, tormenting, ridicule, humiliation.
- Racist:
Racial taunts, graffiti, gestures
- Sexual: Unwanted physical contact or abusive comments.
- Homophobic: Any hostile or offensive action based upon an individual's sexuality or perceived sexuality.
- Cyber: Mobile threats by text messaging and calls; all areas of internet such as email and chat room misuse; misuse of associated technology e.g. camera and video facilities.

Although bullying can occur between individuals it can often take place in the presence (virtually or physically) of others who become the "bystanders" or "accessories". In cyber bullying, bystanders can easily become perpetrators – by passing on or showing to others images designed to humiliate or taking part in online polls or discussion groups. Choristers may not recognise themselves as participating in bullying, but their involvement compounds the misery for the person targeted. They will be made aware that their actions can have severe and distressing consequences and that participating in such activity will not be tolerated.

Signs and Symptoms

A Chorister may indicate by signs or behaviour that they are being bullied. Staff should be aware of these possible signs and they should investigate if a Chorister:

- is frightened of walking or changes their usual routine, begins to truant, becomes withdrawn anxious, or lacking in confidence, attempts or threatens self harm, feels ill, arrives home with clothes torn or books damaged, has possessions which are damaged or "go missing", has unexplained cuts or bruises, becomes aggressive, disruptive or unreasonable, is frightened to say what's wrong, gives improbable excuses for any of the above, is afraid to use the internet or mobile phone, is nervous and jumpy when a cyber message is received.

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

Awareness Raising and Implementation of the policy

At Cathedral Isle of Man we believe that prevention is better than cure. The principle of prevention will be addressed by raising awareness.

- All choristers, staff, parents and members of the wider music school community are made aware of the anti-bullying policy by a variety of methods, for example:
 - o Displayed on the Song School Notice board
 - o Yearly Briefing
 - o Email Newsletters

We recognise that there are particular times when Choristers may be more vulnerable to bullying such as pre-rehearsal arrival time, breaks between rehearsals and services. Arrangements are made to ensure that at such times there is adequate supervision available to reduce the risk of bullying incidents.

Incident Management and Monitoring

Music staff are expected to be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

Choristers are told that they must report any incidents of bullying directly to the Director of Music or the Organ Scholar. Upon the report of an incident of bullying we will alert the Cathedral Safeguarding Officer.

All incidents of bullying will be taken seriously, investigated and logged.

At all times all Choristers involved will be given the opportunity to talk and discuss the incident. The focus will remain on finding a solution and stopping any repeat of the behaviour.

Evaluation and Review

The effectiveness of this policy will be reviewed every year by the Music department with reference to data collected during the cycle.

Safeguarding – Providing a Safe Environment

All parents and carers of Choristers must feel secure in the knowledge that they are entrusting their children to staff who will strive to keep them safe.

We will do this by:

Promoting a caring, safe and positive environment within the Cathedral family Ensuring that our staff are appropriately trained in safeguarding and child protection according to their role and responsibilities and keep a record of all training undertaken

Encouraging the self-esteem and self-assertiveness of all pupils so that the children themselves become aware of danger and risk and what acceptable behaviour is and what is not.

When required to do so, working in partnership with all other services and agencies involved in the safeguarding of children

Displaying appropriate posters that detail contact numbers for child protection help-lines
Welcoming visitors in a safe and secure manner

Undertaking risk assessments when planning activities or trips

Ensuring that any community groups which use our premises for the provision of services to children have child protection knowledge and understanding evidenced by a policy or are prepared to adopt our own policy.

Dr Peter Litman – Director of Music

Mrs Christiane Litman – Cathedral Safeguarding Officer

ADDENDUM II

Code of Conduct For singers aged 18 and over

This Code of Conduct is for members of the choir aged 18 and over. That is any adult present at rehearsals and services, typically sixth formers aged 18 and other adult choir members. All adults have a duty to ensure the safety and well-being of children in a mixed age group. All adults should always take care with their interaction with children and if there is any doubt or any concern about the well-being of a child or the behaviour of another adult, consult the Director of Music, or the Cathedral Safeguarding Officer.

Responsibilities of Adult Members of the Choir

- Be attentive to the needs of the children, but leave matters of supervision and discipline to those recruited for that task, (i.e. Cathedral Staff, Chaperones, etc.)
- If anything a child discloses to you in casual conversation gives you cause for concern, this should be reported to the Director of Music or Cathedral Safeguarding Officer immediately. You cannot promise to keep such information to yourself and should make this clear.
- Be good role models for the children to follow. There should not be gossip, bullying or bickering. Adults must not discuss matters of a sexual or very personal nature with or in the presence of children.
- Adults should not smoke in the presence of children. The possession, supply, sale or use of illegal drugs will lead to immediate dismissal from the choir and the matter being reported to the police. Adults who drink alcohol in the presence of children should set an example of responsible drinking, the final arbiter of what constitutes responsible drinking being the Director of Music (or Group Leader in the event of a trip away from the Cathedral).
- On choir tours adult singers do not stay in the same accommodation as the children, but even so, a dressing gown should be worn by the children when leaving a dormitory to go to the bathroom.
- Adults should take care with physical contact with children. At all times this must be appropriate and dictated by the needs of a child (e.g. if a child is suddenly ill). If a situation arises where physical contact is necessary (e.g. separating a fight), this should usually be undertaken by Cathedral Staff or Choir Chaperones only. If physical contact does occur between an adult choir member and someone under the age of 18 this should be reported to the Director of Music and the circumstances recorded promptly.

- Arrangements for lifts are the child's parent/carer's responsibility. Adult members of the Choir should not make casual or ad hoc arrangements to give singers under the age of 18 lifts home. If, in an emergency situation, you give a child a lift home, this should be reported to the Director of Music and the circumstances recorded promptly.

The Two Adults Rule

The Church of England's Safeguarding Policy is very clear that there should be a minimum of two adults, recruited for the purpose, supervising a group of children of any size (Cathedral Staff and Choir Chaperones). This is both to ensure safety of those under the age of 18 and to protect adults from allegations of improper behaviour. At all times interactions should be open and observable. Adult members of the choir should avoid situations where they are alone with a child. If there are insufficient people to supervise the children, raise the matter with the Director of Music, or Dean whose responsibility it is to ensure that there are always sufficient Choir Chaperones and Staff on duty.

Communication on Social Media

Social media is constantly developing and this aspect of the code of conduct will be reviewed at least annually. The guiding principal for online communication with someone under the age of 18 is the same as at all other times: the communication must be and open and transparent appropriate to the child/young person's age and stage of development and conform to the Cathedral Procedures for Safeguarding.

- Adults should not initiate friendships with anyone under the age of 18 on social media. If adults receive a friend request from someone under the age of 18, they should decline it and inform Cathedral Staff who will inform the Director of Music, who in turn will inform child/young person's parents.
- It may be appropriate to allow online and real-world friendships between older school students under the age of 18 and young adults aged 18 and over and to permit the same level of communication as between two young people under the age of 18, including private messaging. However, friend requests should not be sent from anyone aged 18 and over. The matter should first be discussed with the young person's parent/carer and Cathedral Staff.
- If a parent/carer believes this mode of communication is appropriate for their child and agrees to someone under the age of 18 being friends with a young adult in the choir aged 18 and over, online contact should be initiated by the young person under the age of 18 with their parent/carer's supervision. It is then the responsibility of the parent/carer to monitor such communication as may take place (just as they are responsible for monitoring their other online activity).
- Online friendships established between two people when both are under the age of 18 may continue when one of them reaches the age of 18 without needing to be reported.
- Group texts where the same message is sent to everyone and Cathedral Staff are copied in are acceptable. Email communication is also acceptable, provided an adult (usually the child/young person's parent or member of Cathedral Staff) is copied in.

I agree to adhere to the Code of Conduct above and understand that failure to do so may result in my immediate suspension or dismissal from Cathedral Isle of Man Choir. Decisions about suspension or dismissal will be taken by the Director of Music in conjunction with the Dean and other relevant authorities.

Name: _____

Signed: _____ Date: _____

Important Information:

Choir Chaperones: Sue Kinrade and Mike Hoy

Choir Matron/ Cathedral Safeguarding Officer: Christiane Litman