

## **SAFEGUARDING**

### **(Otherwise known as child and vulnerable adult protection)**

The diocese requires that all volunteers who work with children, young people or vulnerable adults should be “vetted” including applying for a criminal disclosure certificate from the Criminal Records Bureau.

Ted Keal is the diocesan representative for our parish. He has been a parishioner for 42 years. He is now retired, but his working background (police and diplomatic service vetting officer) is of significance in ensuring that any personal information passed to him is dealt with in absolute confidence.

A volunteer to whom the vetting requirement applies will be asked to complete an application form and to provide referees from whom a written reference as to suitability will be obtained. Ted will assist with the completion of that application and of other diocesan forms including the official request for a CRB criminal disclosure. A disclosure certificate is then created by the CRB and is sent directly to the diocesan safeguarding office. The applicant parishioner will receive a copy of that certificate. Neither Ted nor anyone in the parish has access to the information disclosed by the CRB. It is also important to note that no one other than Ted sees any of the other completed paper work. In particular all information provided by volunteers for vetting purposes is not available to the parish priest or other clergy.

Any parishioner who has any concerns about the care by parish volunteers of children, young people or vulnerable adults should contact Ted, (home phone number 020 8863 2668) or in an emergency the police or the social services of the local authority.