

POLICY FOR MANAGING SAFEGUARDING IN AN INTERREGNUM

When it is known that a member of clergy is considering leaving / due to retire / has another post the following process will be initiated:

The Suffragan Bishop's Secretary will copy the Diocesan Safeguarding Adviser into the Notification of Departure. The Diocesan Safeguarding Adviser will check the list of known offenders / issues of concern - if any issues are present these will be discussed with the Vicar prior to his / her departure and an initial discussion with a Church Warden and Rural Dean initiated. The Church Wardens should agree who will take the lead on Safeguarding issues during the interregnum and inform the Diocesan Safeguarding Adviser. If any Safeguarding concerns arise during the interregnum the Church Warden should contact the Diocesan Safeguarding Adviser immediately and agree a process for managing the situation.

KNOWN OFFENDER

If an offender / or person causing concern attends the church:

- The Diocesan Safeguarding Adviser will speak to the incumbent about handover processes and agree who will monitor during the interregnum.
- The Diocesan Safeguarding Adviser will ensure: the person monitoring has a copy of the Contract / knows the concerns; the offender knows who will be responsible and that the nominated person has the Diocesan Safeguarding Advisers details.
- The Diocesan Safeguarding Adviser will keep in contact with the nominated person during the interregnum.
- When a new incumbent is appointed the Diocesan Safeguarding Adviser will discuss the situation with him / her and arrange for a revised agreement to be signed with the offender.

OFFENDER WISHES TO JOIN CHURCH

Where an offender wishes to join a church during an interregnum:

- The Diocesan Safeguarding Adviser will discuss with the Church Wardens who will take the lead on the situation or nominate a person to do this.
- The usual contractual processes will take place and the contract will be signed by a Church Warden / nominated person.
- The Diocesan Safeguarding Adviser will inform the new incumbent when he / she is in post and a meeting will be arranged with the offender / incumbent and a new contract signed.

NEW CASE

Where a new case comes to light during an interregnum:

- The Diocesan Safeguarding Adviser will contact the Church Wardens /Rural Dean / Assistant Clergy to discuss the situation and process for handling the case.
- The Suffragan Bishop / Archdeacon will be informed immediately and practical and pastoral support discussed and agreed.
- The Diocesan Safeguarding Adviser and the parish will agree who will lead on the situation.
- Should a disclosure be made in the parish the Church Warden / PSR will inform the Diocesan Safeguarding Adviser and agree how the situation will be managed.

BLEMISHED DISCLOSURE

- The Diocesan Safeguarding Adviser will agree with the Church Wardens / Rural Dean / Assistant Clergy who will lead on cases of blemished disclosures.
- The Diocesan Safeguarding Adviser will inform the new incumbent of any concerns / issues.

If any concerns or issues arise the Diocesan Safeguarding Adviser will be available to discuss these anytime Monday to Thursday 9am – 9am and Fridays from 9am to 5pm.

The Diocesan Safeguarding Adviser can be contacted on:

Safeguarding@salisbury.anglican.org or through Church House on 01722 411922

<i>Owner:</i>	<i>Safeguarding</i>
<i>Date of approval:</i>	<i>October 2014</i>
<i>Approved by:</i>	<i>DSMG</i>
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