

Safeguarding News

Message from the safeguarding coordinator

Philip Wright

I am pleased to inform those of you who haven't already heard from Rosemary or me that Rosemary has been working three days a week since the start of May. I am even more pleased that this has enabled me to drop one day a week! Rosemary will be available Monday—Wednesday and I will be available Tuesday—Friday. Rosemary will still have a role as our training coordinator but will also be working with me on some of the safeguarding case work.

Rosemary has also kindly offered to step in and cover for me March—May next year when I am taking a sabbatical.

As you may remember from Rosemary's introduction she comes from a local authority

background working extensively with safeguarding issues, so please bring any safeguarding concerns to me or Rosemary.

The Independent Inquiry into Child Sexual Abuse continues with some Religious Orders and one diocese so far coming under scrutiny. We do not know if we will get a request from the Inquiry but it is important that we take the opportunity to show how far the Catholic Church has progressed in terms of its practice and procedures. One aspect is having a safeguarding representative (s) in every parish, which we almost have! Thank you for your continued support as a rep, it really is essential to demonstrate the serious nature of the work we do both inside and outside the

diocese.

I have tried to add a few documents to the safeguarding pages on the diocesan website and hope to create a page of useful links in the not too distant future. If you have any suggestions do please let me know.

A big thank you for all of you who have been so active submitting DBS re checks for your volunteers—Eva has processed hundreds more checks via eBulk in recent months and hopefully the results are coming back quicker using this system, and in the majority of cases without the need for the applicant to show us their certificate.

I do hope to see you at our annual celebratory Mass and

training day on Saturday 5th November at The Friary in Crawley—we will have a speaker from Lifecentre, Chichester (www.lifecentre.uk.com) to explain the work they do with victims and survivors.

With best wishes,

Philip

EBulk

Eva is now completing each and every DBS application on EBulk. This is the online electronic submission of DBS applications. In time, hopefully later this year, we will start offering a complete online service i.e. a paperless submission online. This will involve

training up some ID verifiers in parishes to verify ID documents (in person as usual) then confirm online for submission to the safeguarding office, where Eva will countersign the application, electronically of course, and submit to DBS.

We are already benefitting from the new system as for most applicants we do not need to see their certificate and the check is usually completed within a matter of a few days. However, as we are lacking an interface between DBS and the national database (it is

being worked on) Eva is updating databases in several places for each application, so please be patient.

(cont)

Eva Bouhnik

Updated Safeguarding Forms

Key changes

The safeguarding self-declaration form has been updated in respect of the explanation about the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

The confirmation of identity document has been updated and the key changes relate to types of acceptable passport, the addition of passport and driving licence numbers to the documents and the inclusion of the date range for acceptance of bank documents for example.

Both updated documents are available on our website for immediate use.

DBS Applications

Errors

I have received a number of applications that cannot be processed because they contain errors. Often, these are errors made at the Safeguarding Self Declaration stage such as incorrect roles; using the generic term "Church Ministry" or "Volunteer" does not determine DBS eligibility. Please ensure a full role description is entered.

A few DBS applications have incomplete name or address histories, dealing with these errors is having some impact on the workload and can cause delays in the processing of all applications.

Checks/rechecks

To prevent another paper application in three years we recommend that you encourage applicants to subscribe to the Online Update Service as soon as they receive their Disclosure Certificate. Applicants register online; see link as follow:

<https://www.gov.uk/dbs-update-service>

Safeguarding Training Update

Rosemary Terry

Thank you for all your continued hard work to date in promoting and advertising this training.

We now have 28 people registered to undertake the on-line EduCare training. Please continue to promote this method within your Parishes. We just need anyone interested to email us with their name, role if any and parish and either Eva or I will progress their registration. Information is also in the Safeguarding Section on the Diocesan Website under 'Safeguarding Training Dates and access to e-learning'.

To date this year 8 Safeguarding Basic Awareness Training sessions have been delivered—in Worthing, Crawley, St Leonard's on Sea, Eastbourne, Cathedral, Epsom, B&H and Guildford Deaneries. 146 people have attended. The next will be taking place in August in Lewes & Mayfield. The plan continues to be that there will be 2 sessions per Deanery per year to cover all those who have yet to receive the basic training. Dates will be advertised on the website and also by email to you all. A shorter face to face refresher course is planned and will be offered to those who have completed the first one. It is the expectation of the Diocesan Trustees, Bishop and Safeguarding Commission that all those with a regulated activity role with children or adults at risk (i.e. those who have had DBS checks) will undertake basic and refresher training at least three yearly. A record is being kept of all who attend training and when refreshers are due. A list is available to any Safeguarding Rep or Parish Clergy/Administrators who wish to know who has done the basic or on-line training to help identify those who still need to be encouraged to attend. (Please email me if you would like this information.)

Father Kieron O'Brien, Philip & I also delivered training for Clergy, based on the National Programme. The first session was held on 3rd May at DABCEC and the second at Sacred Heart, Cobham on the 17th. A mop-up session is taking place on 7th September at DABCEC.

We appreciate that many would love to have training delivered on a parish by parish basis, but unfortunately this is just not viable. We are doing our best to find deanery locations that have good sized rooms and parking and are reasonably easy for most to access. A final comment! Anyone is welcome at any of the sessions.

Diocese of Arundel and Brighton

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**Diary Date
Meeting & Mass
Saturday 5th November 2016
The Friary, Crawley**