

## Mission

The Gospel speaks of welcome for all, especially the most vulnerable, into a Church which affirms the value and dignity of every human and those in positions of responsibility and authority are truly trustworthy.

Being faithful to this therefore compels us to take with the utmost seriousness the challenge of preventing abuse from happening and responding well where it has.

From *Promoting a Safer Church*, the House of Bishops' Safeguarding Policy Statement

**For further information, guidance and resources, please visit:**

[www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)

## If you have concerns

### Children, young people and adults

If you have a concern about an individual's physical, sexual, emotional or spiritual well-being, it is **your** responsibility to seek advice and support from your the Cathedral Safeguarding Coordinators (CSC) or the duty Canon.

### Clergy, staff, volunteers or other Cathedral officers

Any safeguarding concerns or allegations about anyone in a Cathedral role must be immediately reported to a Cathedral Canon or the Diocesan Safeguarding Officer (DSA).

If you or someone close to you (e.g. a partner or someone you live with) becomes involved in any police or Social Services investigation, you must seek advice from a Canon or the DSA immediately.

### A member of the congregation

Any safeguarding concerns or allegation must be immediately reported to a CSC or a Canon.

Please be assured that all matters will be dealt with confidentially by the Cathedral and reported to the police and/or social services as required to protect those who are vulnerable from harm.

## Remember

### *Dos and don'ts for handling a disclosure*

Don't worry if you only get part of a story. An investigation will be undertaken by a trained person.

#### Do

- ✓ Remain calm, approachable and receptive
- ✓ Take it seriously
- ✓ Listen carefully, without interrupting
- ✓ Acknowledge you understand how difficult this may be
- ✓ Offer reassurance – it is the right thing to tell someone
- ✓ Tell them what will happen next
- ✓ Make a written record of exactly what has been said and when
- ✓ Report promptly

#### Don't

- ✗ Promise complete confidentiality
- ✗ Ask leading or probing questions
- ✗ Investigate
- ✗ Discuss with people who do not need to know
- ✗ Delay in reporting the disclosure to a CSC or the duty Canon

## Reporting concerns

Is there an emergency?  
Is there an immediate risk of harm?

YES

Contact the  
Police and inform  
the duty staff

THEN

Complete a written record promptly  
and forward it to the duty Canon

THEN

If necessary, the DSA will be informed,  
manage the response, report to statutory  
agencies and support the Cathedral

NO

Contact one of  
the Safeguarding  
Coordinators or the  
Cathedral Canons

THEN

## Important contact numbers

**Duty Canon**  
07399 523 330

**Duty Verger**  
07947 896 464

**Canon Pastor**  
0116 261 5333

*You can  
contact the  
Safeguarding  
Coordinators  
through any  
of these  
contacts*

If you need to contact someone from  
outside the Cathedral circle, please ring  
Rachael Spiers, the Diocesan Safeguarding  
Adviser, on **07930 819 279** or  
Peter Holloway, the Assistant DSA,  
on **07930 887 984**.

The Diocesan out of hours cover can be  
contacted on **03030 031 111**.



0116 261 5389  
Cathedral@LeicesterCofE.org  
www.leicestercathedral.org



# safeguarding

a pocket guide



What to do if you  
have a concern  
about a child,  
young person,  
or adult within  
the Cathedral  
community

⊕ THE CHURCH OF ENGLAND