



THE ARCHDEACON OF THE EAST RIDING

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Dear Incumbents, PCC Secretaries and Parish Safeguarding Reps,

Safer Recruitment and the Disclosure and Barring Service

Thank you for all that you and your PCC are doing to keep the many children and vulnerable adults in our churches safe. As part of the shared commitment to make our churches safer places, the National Church has revised its guidelines and requirements for both Dioceses and PCCs. The accompanying documents describe these changes and the consequence that many churches will see an increase in the number of people requiring DBS checks. These changes are in line with new requirements from the Charity Commission and have the endorsement of Ecclesiastical Insurance.

The documents which are accompanying this are:

1. Safe Recruitment Guidance Note
2. A Statement from our Registrar, Caroline Mockford
3. FAQ's, specifically for Clergy, Churchwardens and for Readers & licensed lay workers; all of whom are affected by the changes. Please forward the appropriate documents to all of these individuals who serve in your parish.

- **Action for PCCs in February / March 2017**

As we approach the time of Annual Meetings and the election of PCC Members we are asking those PCCs whose churches have activities for children and vulnerable adults to communicate to anyone considering standing for the PCC that all PCC members will be required to complete not only a Confidential Declaration Form but also to complete a DBS check. Potential PCC members need to be aware that should such checks reveal information which makes them ineligible to be a trustee, they will be required to step down from the PCC.

- **Safeguarding Training for PCC Members**

The National Church has recently introduced a training curriculum which requires all Clergy, Readers, RPAs, Churchwardens and PSRs to complete particular modules, along with those who lead activities with children or vulnerable adults. There has been some confusion as to whether PCC members are also required to attend such training. I can clarify that PCC members, other than those named above, are not required to do so, but a new introductory module called 'CO' is to be available online

soon and PCC members will be recommended to complete this. Further details will follow when this is available.

- **Annual Meeting Documents**

The templates provided for a variety of documents relating to the Annual Meeting have been revised in the light of the changes above for PCC members. The new versions can be found at : www.dioceseofyork.org.uk/supporting-people/lay-people/annual-parish-council-meetings/

- **Safeguarding Statement in the Annual Report**

Every PCC must now include a statement in its Annual Report to say that it has had 'due regard' to the House of Bishop's guidance on safeguarding children and vulnerable adults. A suggested form of wording is:

"Church Name PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishop's guidance on safeguarding children and vulnerable adults)"

The enclosed FAQs give more information about this duty. If any PCC is in doubt as to whether it has complied with the guidance, it should contact the Diocesan Safeguarding Adviser or their Archdeacon.

- **New checks from 1 May with the new online DBS checking system**

Our Diocese has responded to these changes by revising our systems for DBS checks so that these will be able to be done online, both simplifying the process and leading to quicker replies. For those without internet access, a paper based process will still remain an option. We anticipate that this new system will be available from 1 May 2017 and further correspondence will be forthcoming nearer that time. It may help you to know that all PCC members in churches where there are regular activities with children or vulnerable adults will be required to have had a DBS check by 30 July 2017.

Inevitably, these changes will bring some extra work for PCCs but support will be available both in terms of our improved electronic processes and through the advice of Becci Richardson, our DBS Administrator. Further details of these new processes will follow but if this prompts any immediate questions, please do contact Becci at becci.richardson@archbishopofyork.org or on 01904 772368.

Once again, thank you for all of the valuable work which is happening across the Diocese in the area of safeguarding.

Yours sincerely

Ven. Andy Broom

(Chair of the Operational Safeguarding Group)