

Gloucestershire Area Quaker Meeting Safeguarding Role Descriptions

2. Area Meeting Safeguarding Coordinator and Deputy

As a Quaker Meeting, we recognize that every person, adult or child, is made in the image of God and thus deserving of respect, value and care. We seek to ensure a culture of safety in which all can flourish.

From 2009 Gloucestershire Area Quaker Meeting has written, agreed and updated its safeguarding policy, gradually introducing the Area Meeting roles of Safeguarding Coordinator, Safeguarding Trustee and the Local Meeting roles of DBS verifier and Safeguarding Representative. Over the years we have become more aware of a wide range of safeguarding issues and associated legal requirements and these have led to the writing of role descriptions that can act, alongside the Safeguarding Policy and Guidance, as a reference for Friends appointed to safeguarding roles and always applied with love and integrity, according to our Quaker values.

How many:

Two (either two Safeguarding Coordinators or SC and deputy)

What they do:

Support Gloucestershire Quakers in maintaining a culture of safety.

Be the first point of contact when a Friend has concerns about the possible abuse of a child or young person or of an adult with care and support needs.

Be available to assess risk, safeguarding and pastoral needs with meetings when a person who may pose a risk wishes to attend.

Be vigilant in recognising safeguarding issues.

Develop and keep under review the Gloucestershire Area Quaker Meeting Safeguarding Policy and Guidance.

Advise Trustees on Safeguarding issues.

Report serious incidents to the Safeguarding Trustee.

Prepare an annual Safeguarding Report for Trustees.

Support Local Meetings on Safeguarding issues.

Support DBS verifiers and LM Safeguarding Representatives.

Keep a confidential file on Safeguarding issues that arise in Local Meetings in accordance with AM policy.

Liaise with statutory authorities as appropriate and in accordance

	<p>with AM policy.</p> <p>Advise support and facilitate opportunities for learning for Friends appointed to Safeguarding roles eg DBS Verifiers, Safeguarding Representatives, Safeguarding Trustee.</p> <p>Keep up to date with national and local statutory Safeguarding policy and procedures.</p> <p>Receive and act upon information and guidance from statutory and Quaker Safeguarding agencies.</p> <p>Seek advice and guidance from the Churches' Child Protection Advisory Service (CCPAS) now called "Thirtyone:eight", Quaker Life and Gloucestershire statutory child and adult safeguarding services.</p> <p>Attend the BYM Safeguarding Coordinators conferences and other suitable training</p>
When they do it:	<p>On going</p> <p>When an individual raises an issue</p> <p>When a meeting raises an issue</p> <p>When updates are received</p> <p>When learning opportunities are requested</p> <p>When training is available</p> <p>Annual Safeguarding Report, updates to Safeguarding Policy and Guidance and updates to other AM Safeguarding documents</p>
Why they do it:	<p>To further the process of Gloucestershire Quakers creating and understanding a culture of safety while providing an inclusive welcome to all wishing to attend</p>
Resources:	<p>AM Trustees</p> <p>Quaker Life (safe@quaker.org.uk)</p> <p>CCPAS (info@ccpas.co.uk) now called "Thirtyone:eight" (https://thirtyoneeight.org)</p> <p>Gloucestershire statutory and voluntary Safeguarding services.</p>
Budget:	<p>Training fees and travel costs will be met by AM</p>
Liaison with:	<p>Safeguarding Trustee, LM Safeguarding Representatives, DBS verifiers, C&YP Work Advocate, Link Group Organisers, AM Camp Organisers, Quaker Life, CCPAS, Gloucestershire statutory and</p>

	voluntary Safeguarding agencies,
Appointed by:	Area Meeting.
Expanded descriptions and information see: <ul style="list-style-type: none">• Safeguarding Trustee Role Description• LM Safeguarding Representative Role Description• DBS Verifier Role Description• Quaker Life Network Safeguarding Cluster Newsletter safe@quaker.org.uk• Safeguarding Support for Quaker Meetings https://groups.quaker.org.uk/groups/safe/	

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