

## Responding to Safeguarding Allegations or Concerns Procedure for the Parish of Dawlish with Holcombe

Under House of Bishops guidance, every PCC must have a procedure in place to deal promptly with safeguarding allegations or concerns. This procedure localises the national and diocesan guidance so that church officers are aware of how to respond properly in their local context when they become aware of a safeguarding concern.

All church officers should be up to date on safeguarding training at the appropriate level for their role. From their training they should understand the principles of:

*Recognise – Respond – Record – Refer*

*Safeguarding is everyone's responsibility – concerns must always be shared*

As well as being up to date on training, all church officers should have read section 7 of the Parish Safeguarding Handbook and retain a (hard or electronic) copy for reference. Church Officers should always follow the guidance in section 7 in their response to a concern.

Church officers should know who to contact. Appendix 1 of this procedure is a list of the relevant persons a church officer may need to contact in this parish when responding to a safeguarding concern. All church officers should have a copy of this list and up-to-date lists be made available to them regularly, as role changes and address or number changes necessitate.

Relevant Local Authority contact details should be on display in the church buildings and can be accessed on the Safeguarding Contacts page of the Diocese of Exeter website. Church officers are encouraged to note these contact details as well as those of other support services available so as to be able to respond promptly in the event of a concern.

If a church officer is in any doubt as to how to respond to a safeguarding concern they should consult with the Parish Safeguarding Representative or the Diocesan Safeguarding Team. Outside of office hours, the statutory services will be able to guide the appropriate response to an urgent concern.

This procedure was approved by ..... PCC on: [date] and is to be reviewed annually.

Signed: ..... (Incumbent / Churchwarden in vacancy)

## Appendix 1 – Relevant Parish Safeguarding Contacts

### Incumbent/Priest in Charge

Rev. Dallas Ayling Contact No: 01626 867386

### Parish Safeguarding Representative

Will Halse Contact No: 01626 866054

Barbara Rains (Holcombe) Contact No: 01626 776760

### Churchwardens

Mike Moulds Contact No: 01626 866223

Leena Halse Contact No: 01626 866054

Mike Burden (Holcombe) Contact No: 01626 439978

### Other Licensed Ministers operating in this parish/benefice

Rev Tim Collins Contact No: 01626 862383

Rev. Helen Bays Contact No: 01626 863098

Rev. Alan Smith Contact No: 01626 439983

### Pastoral Visiting Team Coordinator

Margaret Noel Contact No: 01626 863148

### DBS Verifier (if not the PSR)

Sabrina Andrews Contact No: 07505 785876

Paul Jones Contact No: 07917 024959

**Diocesan Safeguarding Team:** 01392 345909/345910/294969

**Diocesan DBS Coordinator and Safeguarding Training Administrator:** 01392 294975

**Diocesan Safeguarding Email (Non-Urgent Contact):**

[SafeguardingEnquiry@exeter.anglican.org](mailto:SafeguardingEnquiry@exeter.anglican.org)

**If you believe someone might be in immediate danger, call 999.**

For concern about adults, call Care Direct on 0345 155 1007.

For concern about children and young people,  
call the Devon Multiagency Safeguarding Hub (MASH) on 0345 155 1071.