CHILD SAFEGUARDING POLICY

GUIDANCE FOR

STANDARD 3: COMPLYING

CHURCH OF IRELAND 2026

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STANDARD 3: COMPLYING

3.1A GUIDANCE ON ENSURING COMPLIANCE

Each diocese should have a system for monitoring compliance with the Child Safeguarding Policy which should include the following elements:

- The Bishop of the Diocese and Diocesan Council(s) must set up a Diocesan Support Team and Diocesan Child Safeguarding Panel.
- Safeguarding is a standing item on the agenda for various governance bodies, including Select Vestry, where updates regarding the proactive aspects of safeguarding are given and with due regard for confidentiality.
- Select vestries or their equivalent must complete annual safeguarding returns which report on their safeguarding compliance to the Diocesan Support Team ***(3.1A Template 1)***.
- The Diocesan Support Team should complete a triennial audit of the implementation of the Safeguarding Policy in parishes and diocesan bodies ***(Guidance 3.1B)***.
- The Diocesan Support Team must produce a plan for each parish or diocesan body for action. This can form part of an overall safeguarding plan ***(Guidance 3.2A)*** for the Diocese which should include a training strategy ***(Guidance 1.5C)*** and communication plan ***(Guidance 1.6A)***.
- The Diocesan Support Team reports to Diocesan Council and submits an Annual Report on its activities and overall safeguarding plan for inclusion in the Diocesan Synod Book of Reports.

3.1A TEMPLATE 1: EXAMPLE ANNUAL SAFEGUARDING RETURN

GENERAL INFORMATION

All information completed on this form will be stored in compliance with data protection regulations by the Diocesan Support Team and names and contact details of Parish Panel members shared with the RCB Safeguarding Team. This database is accessible only by relevant diocesan personnel and RCB staff (for Parish Panel names and contact details). Data shared with the RCB will be stored on a cloud-based database which RCB staff and personnel from Enclude (the charity contracted to develop the system and to provide IT support for the database) will be able to access.

The data will not be used by any parties other than the Diocese and RCB. Email addresses and phone numbers will be used solely for sending information regarding safeguarding updates, support, and training opportunities. They will not be shared with any other parties.

By completing this form, you are providing consent on behalf of the Parish and the Parish Panel members for the data to be added to the database.

The closing date for completing this form is:

[INSERT DATE]:

This form must be completed for each Select Vestry and shared with the Diocesan Support Team. Separate forms should be completed for each Select Vestry in a group or union.

If you have any queries, please contact your Diocesan Safeguarding and Compliance Lead.

1. Email*:

2. Name of the person completing this return*:

3. Role of the person completing this return*:

4. Name of Parish*:

5. Type of Parish*: *(Tick one)*

- [ ] Single Parish
- [ ] Union – one Parish Panel for all parishes in the union
- [ ] Group – each Parish having its own Parish Panel
- [ ] Single Panel Group – one Parish Panel for all parishes in the group
- [ ] Missionary Partnership
- [ ] Other:

** Indicates required question*

6. Diocese*: *(Tick only one)*

- [ ] The National Cathedral of the Church of Ireland Armagh
- [ ] Cashel Ferns and Ossory
- [ ] Clogher
- [ ] Cork, Cloyne and Ross
- [ ] Dublin and Glendalough
- [ ] Kilmore, Elphin and Ardagh
- [ ] Meath and Kildare
- [ ] Derry and Raphoe
- [ ] Tuam, Limerick and Killaloe
- [ ] Connor
- [ ] Down and Dromore

7. Has this return been discussed and agreed by the Select Vestry?* Yes: [ ] No: [ ]

PANEL MEMBERS INFORMATION

Please provide the details for each member of your Parish Panel. Normally, a Parish Panel consists of 3 members. If you have additional members, please also add their details.

If your Parish Panel has fewer than the required three members, please provide the reason and outline the steps you are taking to address this.

8. Name of Panel member 1*:

9. Email address for Panel member 1*:

10. Contact number of Panel member 1*:

11. Date when Panel member 1 last attended Child Safeguarding for Panel Members training?*

** Indicates required question*

12. Name of Panel member 2*:

13. Email address for Panel member 2*:

14. Contact number of Panel member 2*:

15. Date when Panel member 2 last attended Child Safeguarding for Panel Members training?*

16. Name of Panel member 3*:

17. Email address for Panel member 3*:

18. Contact number of Panel member 3*:

19. Date when Panel member 3 last attended Child Safeguarding for Panel Members training?*

20. Name of Panel member 4*:

21. Email address for Panel member 4*:

22. Contact number of Panel member 4*:

23. Date when Panel member 4 last attended Child Safeguarding for Panel Members training?*

24. Name of Panel member 5*:

25. Email address for Panel member 5*:

26. Contact number of Panel member 5*:

27. Date when Panel member 5 last attended Child Safeguarding for Panel Members training?*

28. Are Panel members familiar with the latest update to the Child Safeguarding Guidance published on *https://safeguarding.ireland.anglican.org/*? Yes: No:

** Indicates required question*

INDICATOR 1.1

29. Have any new members of church personnel commenced work or volunteering in the period covered by this return? Yes: No:

30. How many of the new members of church personnel are working or volunteering with children?

31. Of the new members of church personnel outlined in question 29, have they been recruited appropriately in line with the requirements in ***Guidance 1.1***? Yes: No:

32. How many Garda Vetting or AccessNI checks were carried out on behalf of the Parish? Please indicate in figures whether these were new checks or revetting?

New vetting or AccessNI checks *[INSERT FIGURE]:*

Revetting *[INSERT FIGURE]:*

INDICATOR 1.2

33. Have all members of church personnel been provided with a copy of the code of behaviour? ***(See Guidance 1.2A)*** Yes: No:

34. Have all groups that the Parish are responsible for have a code of behaviour in place for the children who participate? Yes: No:

INDICATOR 1.3

35. Do all activities with children (which the Parish are responsible for) have a local safeguarding risk assessment completed?* Yes: No:

Working towards full compliance: Require support: N/A:

36. (ROI ONLY) Have you developed and displayed a Child Safeguarding statement as required under the Children First Act (2015)? Yes: No:

37. Does the Parish have a health and safety statement and relevant health and safety risk assessment (including periodic inspections) completed? Yes: No:

INDICATOR 1.4

38. Does your Select Vestry have a complaints and whistleblowing (if required) procedure for dealing with any issues regarding safeguarding which are not allegations of abuse? Yes: No:

** Indicates required question*

INDICATOR 1.5

39. Have all church personnel been provided with an induction in child safeguarding and have signed a declaration of acceptance ***(1.5A Template 1)***?

Yes: ☐ No: ☐ N/A: ☐

40. Have all members of church personnel attended relevant child safeguarding training in line with the Diocesan Training Strategy?

Yes: ☐ No: ☐ Working towards full compliance: ☐ Require support: ☐

INDICATOR 1.6

41. Are relevant contacts clearly displayed in the Parish and where children's activities (for which the Parish are responsible) take place?* Yes: ☐ No: ☐

INDICATOR 1.7

42. Do groups who use church property to work with children have appropriate paperwork complete in line with ***Guidance 1.7A*** and ***1.7B***? Yes: ☐ No: ☐

INDICATOR 2.5

43. Are you compliant with the Child Safeguarding Policy in relation to the Persons of Concern attending church?

Yes: ☐ No: ☐ Working towards full compliance: ☐ Require support: ☐

** Indicates required question*

COMPLIANCE

44. Are your safeguarding records compliant with GDPR? See Appendix E for assistance.*

Yes: No: Working towards full compliance: Require support:

45. What was the date of your last safeguarding audit by a member of the Diocesan Support Team?

46. Have all the matters (if any) raised from the safeguarding audit been addressed?

Yes: No: Working towards full compliance: Require support:

47. What support, if any, from the Diocese or the Safeguarding Team, would help to improve safeguarding within your Parish? Please comment.

** Indicates required question*

3.1A TEMPLATE 2: ANNUAL CARE OF RECORDS CHECKLIST

Parish/Diocese of:	

This checklist should form the basis of one meeting of the panel each year.

Date of Meeting:	Signed *(incumbent)*:

A		
Is there is a register of all church personnel working with children in the parish?	Yes:	No:
B		
Have all church personnel at appointment been subject to an AccessNI/Garda vetting check if eligible?	Yes:	No:
C		
Have all church personnel received appropriate information relating to the Child Safeguarding Policy which is appropriate to their role?	Yes:	No:
D		
Have all Church personnel signed the Declaration of Acceptance of the Child Safeguarding Policy?	Yes:	No:
E		
Are all personnel records systematically filed and retained in line with Appendix E including the surname and forenames of the applicant, together with previous names? Records will include: • Application form • AccessNI check/Garda vetting check and note on whether the panel deemed that the person was suitable for appointment and forms of identification • References • Declaration of acceptance of the Child Safeguarding Policy • Any notes made by the parish panel during interviews. • Annual review/appraisal forms. The date of commencement of responsibility must be shown.	Yes:	No:
F		
Are these records kept in a secure filing system in line with Appendix E to which only the parish panel has access?	Yes:	No:

G		
Is a register of church personnel maintained showing date of first appointment and subsequent appointments? The date of completion of service must be recorded in the register and on the personnel file.	Yes:	No:
H		
Are the personnel files of individuals who have completed service retained indefinitely?	Yes:	No:
I		
Is there a register of safeguarding training attended by church personnel?	Yes:	No:
J		
Have the panel completed or ensured that leaders in charge of groups have completed the Annual Review with volunteers / Annual Appraisal with Staff?	Yes:	No:
Have any training needs been identified?	Yes:	No:
How will these needs be met? (Complete on separate sheet)		
Have any training opportunities been provided to staff/volunteers?	Yes:	No:
K		
Have the panel requested and received the previous year's membership forms, parental consent forms and attendance records from each group operating under the Child Safeguarding Policy in the parish?	Yes:	No:
L		
Have the panel reviewed any completed accident/incident report forms and reported to the Select Vestry as necessary?	Yes:	No:
M		
Have the panel ensured that all the following notices are up to date and displayed on parish premises: • Safeguarding Information Poster • Children's Poster (If required) • Child Safeguarding Statement (ROI Only)	Yes:	No:

N		
Have the Vestry confirmed acceptance of the Child Safeguarding Policy and associated guidance?	Yes:	No:
Have church personnel, parents/carers and children been informed about relevant procedures from the Child Safeguarding Policy?	Yes:	No:
O		
Has the parish completed an annual Safeguarding Return?	Yes:	No:

3.1B GUIDANCE ON THE TRIENNIAL AUDIT

The triennial audit is conducted with each parish and diocesan body operating under the Child Safeguarding Policy to ensure their compliance and implementation of the policy.

The triennial audit is undertaken by the Diocesan Support Team meeting, face to face, with the Parish Panel at a mutually convenient time and in the Parish (usually in the premises where relevant records are held in order to access same). When doing a triennial audit of a diocesan body (e.g. Diocesan Youth Council), it may be more appropriate for the management committee and staff of the diocesan body to meet with the Diocesan Support Team to complete the audit.

Parish triennial audits can take between 30 minutes and 2 hours to complete depending on the parish and the number of children's ministry activities taking place and the number of staff and volunteers in the parish and how organised their records are. Triennial audits of diocesan bodies will vary in length depending again on number of activities, etc.

Audit process:

1. The Diocesan Support Team should notify the Parish/diocesan body that their triennial audit is due to take place and arrange a mutually convenient date and time to meet.
2. The Diocesan Support Team member can email a copy of the audit form ***(3.1B Template1)*** in advance to the Parish Panel members (or equivalent) so they can prepare for the meeting.
3. The Diocesan Support Team member will use information on the last annual return ***(Guidance 3.1A)*** to double check the personnel in the Parish are the same. These have to be agreed in advance with the Parish and consent sought from the data subject to allow the Diocesan Support Team member to view their record, or alternatively each of these records can be amended to include a privacy statement that the records are also available to the Diocesan Support Team as part of the audit process.
4. The Diocesan Support Team member will complete the audit by asking questions to the Parish Panel and seek the evidence for answers as follows:
    a. Ask to see the Panel notices displayed on premises.
    b. Ask to see the Child Safeguarding Statement (ROI only) displayed on premises.
    c. Ask to see the children's information poster displayed on premises.
    d. Once the Panel have answered the questions on the new appointments, ask to see a number of files for staff/volunteers and check that the contents correspond with the answers. These have to be agreed in advance with the Parish and consent sought from the data subject to allow the Diocesan Support Team member to view their record (i.e. there is an application form, references, interview notes, vetting disclosure, identification documents, declaration of acceptance, annual review forms).
    f. Ask to see previous years' attendance records (the Panel should have received these from groups at the end of each year for safekeeping in the Panel SGT filing cabinet).

g. Ask to see a sample of relevant procedures that are in place from the Child Safeguarding Policy
h. Ask to see health and safety statement and last safety audit undertaken.
i. Ask to see latest local safeguarding risk assessment of activities.
j. Ask to see where the evacuation procedures are displayed.
k. Ask to see where the assembly point is marked.
l. Ask to see accident/incident report forms/books.
m. Ask to see agreements in place for external groups using church property.

Where an answer is no to an item, then if the Diocesan Support Team member has access to the previous audit/evaluation, they will check and see if the item was outstanding at the last audit and whether it was included in an action plan.

5. Where possible, the Diocesan Support Team should provide the Parish with a list of all those who have attended training from the Parish within the Diocese. The Diocesan Support Team member will go through the list with the Panel and delete any of these no longer involved as staff or volunteers with children's activities. This will allow the Diocesan Support Team to identify any new staff and volunteers who need training and any current staff and volunteers that require refresher training in line with the Diocesan Training Strategy.

6. When the Diocesan Support Team member has finished going through all the questions, they will go back through them and see where the answers have been NO and identify the actions that need to be taken to change those answers to YES and put these actions into an action plan for the Parish.

   The Diocesan Support Team member will then go through the action plan with the Panel and ask them to identify who is best in place to ensure the individual items on the action plan are achieved and agree a timeframe for them to be completed by. Some actions can be undertaken in a short time frame (e.g. putting up notices), some will require a longer time frame (e.g. agreeing policies, having select vestries adopt them and circulate to workers), whilst some will be ongoing items which cannot be given a definitive time frame (e.g. ensuring that all steps in recruitment process are undertaken).

   Following the audit, the completed audit form ***(3.1B Template 1)*** is emailed to all members of the Panel so they have a copy for their records. Audit forms will also be emailed to the Bishop / Bishop's secretary / Diocesan Office / Diocesan Secretary at agreed times during the year to ensure that the diocesan records are complete. If anything is raised by Panel members at the audit that needs to be dealt with by the RCB Safeguarding Team, it is advisable to contact them as soon as possible following the audit.

3.1B TEMPLATE 1: SAMPLE TRIENNIAL AUDIT

Date:	Year:
Diocese of:	Parish of:

INCUMBENT/PRIEST IN CHARGE DETAILS

Name:	
Address:	
	Postcode:
Tel Home:	Mobile:
Email:	
Attended Clergy / Panel Training?	Yes: No:
Approximate Date and Venue:	

DETAILS OF ALL PANEL MEMBERS

Name:	Name:
Address:	Address:
Tel Home:	Tel Home:
Tel Office:	Tel Office:
Mobile:	Mobile:
Email:	Email:
Attended Panel training Yes: No:	Attended Panel training Yes: No:
Approximate Date and Venue:	Approximate Date and Venue:

Name:	Name:
Address:	Address:
Tel Home:	Tel Home:
Tel Office:	Tel Office:
Mobile:	Mobile:
Email:	Email:
Attended Panel training Yes: No:	Attended Panel training Yes: No:
Approximate Date and Venue:	Approximate Date and Venue:

How often do the Panel meet?

Do Panel members other than the Incumbent visit children's / youth activities? Yes: No:

PRESENT AT EVALUATION (BLOCK CAPITALS PLEASE)

PARISH PANEL	DIOCESAN SUPPORT TEAM
1	
2	
3	
4	

A. RAISING AWARENESS OF SAFEGUARDING IN THE PARISH

1. Did the Select Vestry provide the annual diocesan declaration that Safeguarding procedures are in place? Yes: ☐ No: ☐

2. If not, please provide reasons:

3. Are notices displayed in church premises giving names and contact details for safeguarding issues? Yes: ☐ No: ☐

4. Is the Child Safeguarding Statement displayed on all Parish premises? Yes: ☐ No: ☐

(ROI Only)

5. How is the Parish being informed about the implementation of the Child Safeguarding Policy? *(please tick)*

Parish magazine ☐ How often? _____

Sermon/talks ☐ How often? _____

Parish website ☐ How often? _____

Facebook page ☐ How often? _____

Other ☐ What? _____

How often? _____

6. How are children being made aware of relevant safeguarding contacts?

B. NEW APPOINTMENTS

1. In new appointments in the Parish, since the last triennial audit:

(a) was there a job/role description?	Yes:		No:	
(b) were application forms used?	Yes:		No:	
(c) were applicants interviewed?	Yes:		No:	
(d) were references requested for each applicant?	Yes:		No:	
(e) was at least one reference checked by follow-up telephone calls?	Yes:		No:	
(f) was each preferred candidate who was eligible subject to a Garda Vetting check/AccessNI before taking up duty and no information returned to render his/her appointment unsuitable?	Yes:		No:	
(g) Did the successful applicants receive safeguarding training?	Yes:		No:	
(h) if yes, by whom?				
(i) Has each member of church personnel been given an induction in the Child Safeguarding Policy?	Yes:		No:	
(j) Did each member of church personnel sign a Declaration of Acceptance ***(1.5A Template 1)***?	Yes:		No:	

2. Have the Panel encountered any difficulty in the recruitment process? Yes: No:

If yes, please outline:

C. RECORD KEEPING

1. Is a filing system of records of staff and volunteers (including records of the recruitment process) with children in place?	Yes:	No:
2. Are membership registration forms sought for all children attending parish organisations?	Yes:	No:
3. Are attendance registers kept which list all children and staff/ volunteers attending parish organisations?	Yes:	No:
4. Are all records listed above and accident and incident books/ documents securely stored?	Yes:	No:
5. Can Panel members access the records?	Yes:	No:
6. Have the Vestry confirmed acceptance of the Child Safeguarding Policy and associated guidance?	Yes:	No:

NB All such records must be kept in line with GDPR.

D. GENERAL WELFARE/SAFETY

1. Is there a health and safety statement in place for the premises used by the children? Yes: No:

Was a health and safety risk assessment (including periodic inspections) undertaken recently? Yes: No:

Who undertook this and when?

2. Has a local safeguarding risk assessment of each activity with children been carried out? Yes: No:

3. Is there an evacuation procedure? Yes: No:

Are assembly point(s) marked? Yes: No:

Are there notices to make people aware of the procedure? Yes: No:

4. Has each organisation held a fire drill in the last year? Yes: No:

5. Is there a properly stocked first aid kit on the premises? Yes: No:

If yes, who has responsibility for maintaining it?

6. Is there a system in place to report accidents to the Select Vestry? Yes: No:

7. Is safeguarding a standing item on the Select Vestry agenda so the Parish Panel can raise any matters? Yes: No:

E. INSURANCE

1. Who is the parish insurer? Please note this should be the name of the insurance company and not the name of the broker.

2. Has your Parish received confirmation that the parish insurance has been extended to provide cover relating to child protection issues? Yes: No:

3. If the answer to question 2 above is no, how will the Parish be covered if a case is taken against it?

F. GROUPS WHO USE CHURCH PROPERTY (GUIDANCE 1.7A)

1. Has an agreement/procedure been put in place for any group/organisation who use church property and works/ engages with children in line with ***Guidance 1.7A***? Yes: No: N/A:

2. Please list organisations and relevant paperwork in place and date of last review:

G. TRAINING REQUIREMENTS

Staff/volunteers currently working in Parish	Date training completed	Date refresher training completed
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

1. Are there any Parish Panel members who require training? Yes: No:

2. Are there any staff/volunteers who require training? Yes: No:

If yes, please indicate approximate numbers

3. Do Panel members receive/access online the Safeguarding newsletter? Yes: No:

4. Is there an annual review of staff and volunteers to assess ongoing training needs? Yes: No:

5. Is there an annual training opportunity offered to all staff/volunteers? Yes: No:

H. SPECIFIC SUGGESTIONS FROM THE PARISH

In the event that further clarification is required, please give clearly the name, address and telephone number of a contact Panel member. Use a separate sheet of paper if required.

ACTION PLAN FOR:

Parish Name:

Diocese of:

Date:

	Action Required	By Whom	When
A. Raising awareness of Safeguarding in the parish			
B. New Appointments			
C. Record Keeping			
D. General Welfare / Safety			
E. Insurance			
F. Groups Who Use Church Property			
G. Training Requirements			
H. Specific Suggestions from Parish			

ACTION BY THE DIOCESE, SUPPORT TEAM OR THE RCB SAFEGUARIDNG TEAM

Identify any action required by the board or by the visiting Diocesan Support Team

ACTION REQUIRED	
By the RCB Safeguarding Team	By the Diocesan Support Team

VISITING REPORT COMPLETED BY (BLOCK CAPITALS)

Signature:

Date:

Incumbent's Signature:

Date:

Please photocopy or complete in writing a signed second copy of this evaluation form and file it with your parish records.

A copy of the completed form will be sent by the diocesan team to the diocesan secretary and filed as part of a diocesan record.

Organisation – Children's	No. of staff/volunteers	Approx. No. of members
Sunday School		
Youth Club		
Youth Fellowship		
Badminton Club		
Creche		
Girls' Friendly Society		
Junior Choir		
Homework Club		
Parent & Toddler Club		
Other		

3.1C GUIDANCE ON NON-COMPLIANCE

Following an audit and triennial review if a parish or diocesan body is not complying with the child safeguarding process, the first step should be to offer support and help to assist them in overcoming any issues they may have. If after an initial offer of support the parish or diocesan body is still not complying further support should be put in place alongside a formal letter of concern.

If after these first initial stages, there is still no action being taken to address non-compliance, the Bishop or Diocesan Council will engage with those responsible for safeguarding locally to address the issue. This may also involve other bodies such as the RCB, insurers or relevant Charity regulators. If the non-compliance is a breach of a law, advice may also be sought from the relevant statutory authorities.

This approach is summarised below:

1. **Stage one of non-compliance –** The Diocesan Support Team or Compliance Officer will offer advice, guidance and support given to enable move towards full compliance.
2. **Stage two of non-compliance –** The Diocesan Support Team or Compliance Officer will offer additional advice and support along with a letter of concern highlighting the aspects of non-compliance.
3. **Stage three of non-compliance –** The relevant people responsible for safeguarding compliance at the local level will be engag with the Bishop and/or Diocesan Council, to set out the nature of non compliance and implications for ongoing lack of compliance, this may include a report to the RCB, the insurers and the relevant charities oversight body in the jurisdiction.

3.1D GUIDANCE ON SAFEGUARDING HANDOVER

The Constitution sets out that implementation of child safeguarding is the responsibility of the Bishop and Diocesan Council. However it is important that those involved in safeguarding at every level (parish and diocesan) must ensure continuity as far as possible.

It is therefore essential that the Bishop, and Incumbents upon coming into office, familiarise themselves with their Child Safeguarding Policy and procedures, the child safeguarding structure, personnel, and relevant records.

Where possible, incoming Bishops, Incumbents, Diocesan Support Team members, Diocesan Panel members, and Parish Panel members should meet with their outgoing equivalent in person to share all relevant issues and familiarise themselves with the processes that are in place relevant to their role. This may include the following:

Bishops:

- Should receive a briefing from the Diocesan Child Safeguarding Panel on all cases against church personnel relevant to their Diocese, which includes the status of reporting to the statutory authorities, management plans and responses to complainants and respondents.
- Should receive a briefing from the Diocesan Support Team on the current safeguarding plan and any issues around non-compliance.

Incumbents:

- Should receive a briefing from the Parish Panel relating to:
  - Current activity with children and steps taken to mitigate risk
  - Any procedures in place to manage Persons of Concern
  - All allegations shared with them by the Diocesan Safeguarding Panel.

3.2A GUIDANCE ON DEVELOPING A SAFEGUARDING PLAN

Alongside the action plan from triennial audits the Diocesan Support Team must develop a child safeguarding plan to assess the effectiveness of the steps it is taking to keep children safe.

The purpose of this internal child safeguarding plan is to set out **what, how, who and in what time frame** key elements of child safeguarding practices and procedures are going to be met. A child safeguarding plan should include the following:

- **Specific objectives linked to each of the safeguarding standards.** It is important that specific objectives are set in line with the child safeguarding standards and any previous annual audit recommendations. These objectives can be broken down into set actions.
- **Resources.** The achievement of this child safeguarding plan is fully dependent on the availability of sufficient resources. In order to successfully implement the plan it is important to set specific and realistic objectives linked to identified allocated resources.
- **Implementation.** The Diocesan Support Team should identify clear time frames for implementation, which should take account of the completion of the local annual returns and triennial audits.
- **Review and evaluation.** It is important that this plan sets clear dates for review of each specific objective outlined in the plan. These review dates should be achieved on an annual basis, and reviews should take account of the outcomes of the annual returns.

CHILD SAFEGUARDING POLICY

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