



RCDOW Safeguarding News



WINTER – December 2019

Foreword by Geraldine Allen

Safeguarding Co-ordinator for the Diocese of Westminster

Dear PSR,

Welcome to our Winter edition.

The SG Team has welcomed new staff: Johanna Ashley joined mid-2019 to support Jackie and Rebecca Williams and Sarah Robinson are our new SG officers. They started in December. Their additions are a valuable increase in our capacity to respond to disclosures of abuse, request for support and DBS processing.

The IICSA inquiry has enabled us to critically reflect on our practice and learn lessons about improving our response to survivors. This remains at the core of our safeguarding work.

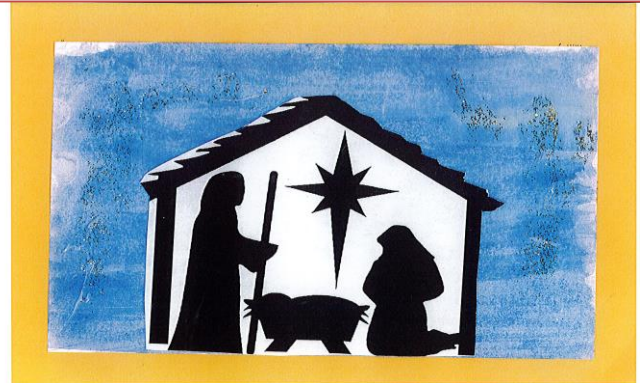
Wishing you all the very best.

Geraldine Allen

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IN THIS EDITION



As Christmas approaches we bring you another newsletter packed with useful information to support you in the role as PSRs (Parish Safeguarding Reps) across the many parishes and ethnic chaplaincies of Westminster Diocese.

Advice related to children and young people can be found in the EduCare and Safeguarding sections which provide us with an additional perspective in the interpretation of negative influences in young people's lives and how these affect them in order to help them better.

Since we approach the end of the year, you can find in the Safeguarding and PSRs' pages a summary of the main projects and events that have started in 2019 and will continue throughout 2020.

Pope Francis dedicates a video message to all young people who are entitled to safe and joyful present and future.

Your generous support is an essential contribution that ensures the wellbeing and safety of all our communities; it represents a renovated Christmas gift to be enjoyed during the course of the approaching New Year.

THANK YOU and

MERRY CHRISTMAS!

4 AREAS of PSR's WORK

THE 4 AREAS OF A PSR's WORK

This year we outlined 4 areas of a PSR's work in a new paper emailed to you all with the aim to offer a more structured approach and some additional clear guidance and support about the tasks that a PSR should carry out at their parishes. These are:

- **RESPONDING TO CONCERNS**

PSRs are the first point of contact for the parish community should they wish to disclose a safeguarding concern hence the PSR is responsible to check their dedicated SG email address on a regular basis and at least once a week. Should PSRs become aware of any concern they have to pass this on to the central safeguarding team within the first 24/48 hours of learning about the concern. This is a vital area of work in order to assure an appropriate response to anyone in need of support. The email address can also be set up on the PSR's mobile phone as long as this is secured with safety access codes at all times to enhance third parties' data protection.

- **SAFE RECRUITMENT**

The process of securely recruiting anyone who wish to work/volunteer in the parishes with groups of vulnerable like children and/or adults at risk. This process includes the initial processing of DBS applications including ID verification, interviews, and reference requests for example.

- **CREATING A SAFE ENVIRONMENT**

An incredibly important part of a PSR's work to be carried out with the collaboration of parish priests, activity group leaders, parish admins and any volunteer in contact with vulnerable groups. It is about knowing and implementing both safeguarding policies and procedures whenever a parish activity especially for children and/or adults at risk takes place. CSAS (Catholic Safeguarding Advisory Services) is the web site to visit and the guidance "Creating a safer environment" should be a central piece of this work with which every person working/volunteering at the parish should be familiar with. This includes use of social media, photographing and videoing, off-site trips, bullying and more.

<https://www.csas.uk.net/procedures-manual/#cat-4> Please click on the link to be directed on the page where to find the above mentioned guidance (Procedures Manual – Chapter 4, Creating a safer environment).

- **ADVANCING A "CULTURE OF SAFEGUARDING"**

This part of the work aims at educating the parish communities with a basic understanding of what safeguarding means and does to keep everybody safe from harm and abuse. PSRs should encourage the community to enrol in SG EduCare online modules by contacting Mr Gabriele Sedda at gabrielesedda@rcdow.org.uk to be registered and start/complete these safeguarding courses. Also safeguarding literature should be regularly distributed in the parish. This ranges from leaflets to support survivors of abuse to Alpha Cards to recognise and responding to abuse and more. A so called "safeguarding corner" in the parishes consisting of a small table to keep the literature would be ideal.

In this and all future editions of the newsletter we add in green the PSR's area of work for each page concerned with one of these 4 areas in order to easily associate them accordingly.

Also, here you can find the document originally distributed via email about the 4 areas of work which contains all the useful links to practically support you in the implementation of the 4 areas of work.

The central safeguarding team remains always available for any additional assistance you may require at any time.



4 AREAS OF PSRs
WORK.docx

ADVANCING A “CULTURE OF SAFEGUARDING”: E-Learning

EduCare News

REFRAME THE BLAME

EDUCATION CHARITIES & COMMUNITY GROUPS 23rd October 2019

We're working on a campaign to raise awareness of why children and young people may behave in a certain way and how understanding exploitation is key to better safeguarding.

What does 'Reframe the blame' mean? When children and young people are involved in criminal activity, such as dealing drugs, or carrying weapons, it is important to look beyond blame and consider how exploitation could be a contributing factor. Reframing the blame will ask **why** these challenges are happening and **what** is at play in a young person's life to influence this. When reframing the blame, practitioners will shift the focus away from implying that a young person has given full **consent** or has a **choice**.

Vulnerabilities and risk factors Reframing the blame means educators and professionals will understand that there are vulnerabilities and risk factors in a young person's life that can lead to issues such as criminal exploitation and consequent displays of serious youth violence. These include, but are not limited to, a lack of a safe home environment, adverse childhood experiences, exclusion from mainstream education, economic vulnerability, learning difficulties, mental health issues and close proximity to gang or serious organised crime group-affected areas and county lines. Whilst all young people are 'vulnerable' to exploitation, reframing the blame will mean practitioners will understand that an individual affected by one or more of these vulnerabilities is particularly at risk of being targeted for exploitation and groomed, and so cannot consent to serious behaviours.

The importance of language The campaign urges professionals and others to consider the **language** used when referring to young people and the behaviours they display. For example, the language used to describe young people and the groups or 'gangs' they 'associate' with will need to be carefully re-considered. Language that implies the child or young person is to blame and does not recognise the exploitation that is potentially at play, should not be used. As well as avoiding victim-blaming language, practitioners should also challenge any normalization of violence amongst young people and the glamorisation of violence. The support on offer should not place the **responsibility** of these behaviours with the young person.

Understanding exploitation leads to improved safeguarding Schools have a part to play in reframing the blame and informing a more effective safeguarding response. Schools have a wealth of insight and knowledge that can be shared with other professionals, as well as raising awareness of local safeguarding issues among both parents and children. Crucially, reframing the blame means practitioners understand that victims may have been criminally exploited **even if the activity appears consensual**. EduCare, and the Reframe the Blame campaign, make it clear that **no child can consent to their own exploitation**.

SAFE RECRUITMENT: DBS Matters

References

References should be requested at the parish by the activity group leader or PSR. The references must be checked at the parish access the applicant's suitability before sending all the Safer Recruitment forms to the Safeguarding Office. Please include the role description when sending out a reference request; role descriptions and guidance on how to create one, can be found at <https://safeguardrcdow.org.uk/safer-recruitment/roledescriptions/>.

ID verification – Birth and Marriage Certificates

Please note that only birth and marriage certificates issued in the UK, Isle of Man and Channel Islands can be used as one of the three Route 1 ID documents.

Foreign equivalents (including Ireland), can only be used as proof of name change, so must only be accepted in addition to the three documents that show the applicants current name, date of birth and current address.

Clergy DBS Re-checks

A quick reminder that Clergy are not volunteers, therefore the Volunteer Registration form and References are not needed for their applications.

Applicant Address History

A reminder that DBS will withdraw any applications if there are any errors in the 5-year address history. As a result, please ensure that you double check that the applicant has entered all addresses fully during the ID verification process, this is particularly important when the applicant lives in a flat – the flat number can be added manually if it doesn't appear after the postcode search.

DBS Frequently asked questions:

Q: Where can I find all DBS forms to start new or re-check existing applications?

A: DBS forms – Volunteer's registration form (formerly known as DBS1), DBS3a or b, DBS4 and DBS17 can be found on RCDOW website <https://rcdow.org.uk/diocese/safer-recruitment-and-dbs-1/> including the flowchart to start safe recruitment process.

DBS policies, procedures and forms can also be found on the CSAS website at <https://www.csas.uk.net/safeguarding-resources/>

Also please use the dedicated resource centre for PSRs (log in details and access provided by Jackie Krobo after PSR's appointment) where you can find all DBS information including the forms and more. If you still have not accessed the PSRs' resource centre please do retrieve Jackie's email sent after your official appointment and follow instructions or get in contact with her at jackiekrobo@rcdow.org.uk

RESPONDING TO CONCERNS: SAFEGUARDING

SOME USEFUL INFORMATION FOR YOUNG PEOPLE DURING THE CHRISTMAS SEASON

(from the “safeguardingschools” website)

YoungMinds Wellbeing Advent Calendar

The lead up to Christmas is a fun and exciting time, but for some pupils it can be a very difficult time, and leave them feeling anxious, lonely or stressed. Young Minds has created a Wellbeing Advent Calendar, to help young people take 5 minutes a day throughout December to provide an opportunity for pupils to learn activities and exercises that will help them look after their mental health.

You can download the advent calendar here: <https://youngminds.org.uk/media/3393/wellbeing-advent-calendar-2019.pdf>

Getting Help in the Holidays Cards (Young Minds)

These small cards have helpline numbers for Young Minds Crisis helpline, ChildLine and the police, so that pupils can get help if they're struggling with their mental health during the holidays.

Download the Young Minds crisis cards here: <https://youngminds.org.uk/media/3391/crisis-cards-sheet.pdf>

#DITTO - FREE ONLINE SAFETY MAGAZINE (Alan Mackenzie)

Alan Mackenzie's last downloadable esafety magazine for schools, organisations and parents to keep you up to date with risks, issues, advice and guidance related to keeping children safe online, with a view to enjoying and learning about technology.

Contents in the November 2019 includes Deepfakes, A.I. Influencers, Project Evolve, GoBubble and the IWF's #NoSuchThing campaign to end the use of the phrase 'child pornography'. It's child sexual abuse imagery and videos. 'Child pornography' implies consent, yet children cannot be complicit in their own abuse.

Download # DITTO here: <https://www.esafety-adviser.com/latest-newsletter/>

Frequently asked questions

Questions:

Q: How can we appoint a new PSR?

Q: My parish priest would like to develop a new parish activity involving children aged 12-15. Where can I find guidance about good practice?

Q: How often should the PSR meet with the parish priest and activity group leaders to discuss and update about safeguarding matters in the parish/chaplaincy?

For any additional clarification please write to:

Answers:

A: Every time a PSR steps down from their role or the parish wishes to appoint an additional PSR, the parish priest should advertise the role in various ways that range from a note on the parish notice board and the newsletter to short talks to the parish community after masses on a given weekend and again on the parish website and more modern means like social media pages (if this applies) or in the old fashion way of having a chat with someone thought to be a suitable candidate. Once the candidates have been identified, the parish priest should kindly forward details to Arianna Sommariva at ariannasommariva@rcdow.org.uk who will start the safe recruitment process of the candidates immediately. Arianna can also be contacted for more information regarding how the PSR's appointment process works, a role description and what this involves.

A: Guidance about good practice, risk assessment and more related to the development and implementation of existing or new activity at the parish involving children and/or young people can be found on the CSAS (Catholic Safeguarding Advisory Services) and the essential paper to download/print is under the "Procedures Manual" section, Chapter 4 – Creating a safer environment – where many of the information required are. Please see the link here <https://www.csas.uk.net/procedures-manual/#cat-4>

Every person who works/volunteer with vulnerable groups should be knowledgeable about this guide and have it handy for consultation at all times. Should you find any difficulties locating this guide please do contact Arianna for further assistance.

A: PSRs and other relevant parties who are especially involved in activities with groups of children and/or adults at risk should meet regularly to discuss and update on all safeguarding matters at the parish/chaplaincy. The frequency depends by the size of your parish and the number of activities that take place in relation to safeguarding however meeting every 6/8 weeks would be a good way to maintain a regular and open channel of communication to ensure that everyone shares important safeguarding information and updates and that everyone follows and implements appropriate SG policies and procedures at all times.

ariannasommariva@rcdow.org.uk

CREATING A SAFE ENVIRONMENT: PSR and Safeguarding

2019-2020

SAFEGUARDING PROJECTS, GOOD PRACTICES and GOOD NEWS

TRAINING

- At the end of November 2019 a sub-group of the safeguarding commission was established and met to identify and implement safeguarding training requirements for the following groups: PSRs (Parish Safeguarding Reps), Volunteers, Group Activity Leaders, Parish Priests, Parish Admins, Youth Workers, Priests of Religious Orders, RCDOW new paid employees, Bishops, Trustees. The work is actively ongoing and updates at regard will be available soon in the new year.
- A training for all volunteers has been now revised by the SG coordinator and should be ready before the end of January 2020 to be distributed to all PSRs who can in turn deliver it to all volunteers in their parishes.
- The whole team at the central safeguarding office underwent an “Active Listening Training” the second week in December 2019 to help and equip them further to assist you all, any victims of abuse and any other potential interlocutor contacting the office in safeguarding matters.
Arianna, the SG support officer completed a training last Spring 2019 to provide her with additional good practice knowledge in safe recruitment procedures. She also is going to attend a training in “Pastoral care to victims of abuse” next Spring 2020.
- A basic SG training has been developed and is being delivered to all RCDOW new employees during an induction day as part of their induction.
All RCDOW employees should have by now completed at least 2 EduCare SG online modules (Child Protection and Safeguarding Adults) as a mandatory requirement to working for the Diocese of Westminster.

STAFF

- Johanna Ashley has joined the team mid-2019 to support Jackie Krobo with DBS work and Rebecca Williams and Sarah Robinson are our two new safeguarding officers. They started in December to help with the concerns/allegations workload. Their additions are a valuable increase in our capacity to respond to disclosures of abuse and requests for support and DBS processing.

PARISHES

- **SAFEGUARDING IN OUR PARISHES PAGE:**
Every parish diocesan website has now been equipped with a new tab titled “**SAFEGUARDING IN OUR PARISHES**” (bottom left of the landing page). The page informs virtually anyone potentially from anywhere around the world with an internet access, about the safeguarding policies, procedures and structure of the diocese of Westminster and it is a very helpful tool to support anyone who wishes to learn more about the catholic church approach in safeguarding. The key people to contact in case of questions, concerns are available on this page too.
Here is an example of how the tab looks like, taken from Abbots Langley parish which is the first parish in alphabetical order in the Westminster Year Book 2020. Please click on the link to explore the page/tab.
<https://parish.rcdow.org.uk/abbotslangley/diocese/safeguarding-in-our-parishes/>

CREATING A SAFE ENVIRONMENT: PSR and Safeguarding

PSRs and SG TEAM

- PSRs' induction training has been strengthened with important information about survivors of abuse for example.
- 56 new PSRs inducted and training provided and 4 additional diocesan workers (60 individuals) in 2019.
- All newly appointed PSRs have completed all 5 EduCare modules and should complete the 2 refreshers within one year from appointment.
- 11 sessions of "Document awareness training". About 110 people attended during 2019. More to come in 2020.
- 6 PSRs deanery gatherings with a total of about 100 people participating to the gatherings (PSRs and parish priests). 4 already planned in 2020.
- 9 parish safeguarding visits with PSRs, parish priests, parish admins and activity group leaders (more visit planned in 2020).
- 1 new parish priests' induction day in October 2019.
- Revision and development of policies and implementation of "Parish Hire Agreement" when hiring parish premises to external organisations involved in regulated activities with vulnerable group (to be fully approved and completed at the beginning of 2020)
- PSRs' 4 areas of work document.
- Yearly Planner for PSRs and parishes to organise DBS applications and other activities in advance.
- Development and uploading of "Safeguarding in our parishes" page on every parish diocesan website (please do check on your parish website – bottom left column).
- PSRs' CONFERENCES planned in 2020 – 6th March in Pinner OR 7th June in Westminster Cathedral Hall. 46 people have so far registered and we hope many more will do so soon.
- Ongoing support available by the central safeguarding team in person, via email and on the phone.
- 3 Clergy SG training planned in the first 4 months of 2020.

NEWSLETTER DRAWINGS

- **THE DRAWING PROJECT:**
Our young parishioners from FARM STREET, PINNER, WATFORD, HARROW NORTH, ACTON WEST, COCKFOSTERS, STEVENAGE SHEPHALL, PALMERS GREEN, BROOK GREEN, HITCHIN, BISHOP STORTFORD and YEADING parishes have enthusiastically responded to our request and worked hard to produce many drawings depicting several scenes of the parish lives including Christmas which we are displaying for the first time in this Winter edition of the newsletter.
A huge **THANK YOU** to the children and the adults who helped realising this lovely project for their hard work and kindness from us all!

PSR CONFERENCES 2020

Dear PSR,

The Diocesan Central Safeguarding Team would like to invite you to a PSR Conferences in 2020.

You are invited to one conference day of your choice. Please see the following:

- SATURDAY 7th March 2020 at SPEC Centre in Pinner -125 Waxwell Lane, Pinner HA5 3EP- from 10.00am until 3.30pm circa.

OR

- SATURDAY 6th June 2020 at Westminster Cathedral Hall - Ambrosden Avenue, London, SW1P 1QH - from 10.00am until 3.30pm circa.

The days are an opportunity to meet together, refresh and revisit some essential safeguarding knowledge and procedures that should be applied in all parishes and chaplaincies. The conferences also represent a chance to build on PSRs' present and future relations, exchange ideas and ask the central safeguarding team any particular queries.

Last but definitely not least ... this day is a way to thank you for the work you do and celebrate your achievements in ensuring that activities in the diocesan settings are run as safely as possible.

Some refreshments and a light lunch will be offered to all participants; unfortunately, we are unable to cater for any food allergy sufferers, so we kindly ask that you provide yourself with your own arrangements according to your allergy requirements please. We do apologise for any inconvenience this may cause.

Below is a DOODLE link with the details of the two events that we have created. Kindly access it and choose only one event confirming your participation.

<https://doodle.com/poll/59b24578uu5sbi84>

The deadlines for booking the conferences are:

- Friday 24th January 2020 for Pinner choice.
- Friday 6th March 2020 for Westminster Cathedral choice.

We are very excited about this great gathering and hope to see as many of you as possible at both events.



Pope's December prayer intention: The future of the very young

Pope Francis on Thursday released a video message accompanying his prayer intention for December, which this month is "The future of the very young".

In his prayer intention for the month of December 2019, Pope Francis calls us to pray that every country decides to take necessary measures to make the future of children a priority, especially the future of children who are suffering today.

It has become the custom of Pope Francis to release a video message detailing his prayer intention for each month.

The full text of his intention is below:

Every child who is marginalized, abused, abandoned, without schooling, or without medical care, is a cry that rises up to God.

In each of them is Christ, who came to our world as a defenseless child; it is Christ who looks at us through the eyes of each of these children.

Let us prayer that every country decides to take necessary measures to make the future of children a priority, especially the future of children who are suffering today.

The Pope's [Worldwide Prayer Network of the Apostleship of Prayer](https://www.vaticannews.va/en/pope/news/2019-12/pope-francis-prayer-intention-december-2019.html) developed "The Pope Video" initiative to assist in the worldwide dissemination of monthly intentions of the Holy Father in relation to the challenges facing humanity.

**YOU CAN WATCH THE VIDEO BY CLICKING ON THE LINK
HERE BELOW**

<https://www.vaticannews.va/en/pope/news/2019-12/pope-francis-prayer-intention-december-2019.html>

CONTACT DETAILS the essentials

The Central Safeguarding Team:

Safeguarding Coordinator:

Name: Geraldine Allen
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Episcopal Vicar for Safeguarding:

Name: Rev Monsignor Séamus O'Boyle
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Phone: 020 7226 3277

Safeguarding Officer:

Name: Natalie Creswick
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Phone: 020 7798 9359

Safeguarding Officer:

Name: Sarah Robinson
Email: sarahrobinson@rcdow.org.uk
Phone: 020 7798 9186

Safeguarding Officer:

Name: Rebecca Williams
Email: rebeccawilliams@rcdow.org.uk
Phone: 020 7798 9096

PA to Safeguarding Coordinator:

Name: Gabriele Sedda
Email: gabrielesedda@rcdow.org.uk
Phone: 020 7798 9356

DBS Administrator:

Name: Jackie Krobo
Email: jackiekrobo@rcdow.org.uk
Phone: 020 7798 9352

Safeguarding Support Officer:

Name: Arianna Sommariva
Email: ariannasommariva@rcdow.org.uk
Phone: 020 7798 9358

Other Contacts:

Catholic Safeguarding Advisory Service (CSAS)

Email: admin@csas.uk.net
Phone: 020 7901 1920
Website: www.csas.uk.net

National Catholic Safeguarding Commission (NCSC)

Website: www.catholicsafeguarding.org.uk

*Have a Blessed Christmas
and a Healthy and Happy
New Year !*



Images in this newsletter kindly provided by children and young people of RCDOW parishes. THANK YOU to them all and the adults who helped in organising and delivering this lovely parish communities project.