



# RCDOW Safeguarding News



SPRING – March 2021

## Foreword by Geraldine Allen

*Safeguarding Co-ordinator for the Diocese of Westminster*

Dear PSR,

As we move towards Easter and the re-opening (hopefully) of the Parishes, I wanted to draw your attention to the Safeguarding Section of the Diocesan website, which is regularly updated and a useful resource. We held the first of the PSR Refresher training last month – a good way for us to hear what is working well in the Parishes to promote a culture of safeguarding, and for us to thank some very long standing PSR's for their work over the years.

This newsletter is focused on raising awareness of our need to listen to and respond to vulnerable adults, to ensure we give equal importance to their concerns.

Wishing you all the very best.

**Geraldine Allen**

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While out for a walk in my parish the other day, I passed along a street filled with cherry trees in full blossom. It was almost as spectacular as the famous 'Sakura' festival in Japan at this time of year! Suddenly, almost overnight, Spring has sprung in Islington! It is the season of new life, and it is no coincidence that Easter should be right in the middle of it. Christ's triumph over death – his rising to new life – is what gives us, as Christians, the hope for better things to come. Goodness knows, we all need to have that reassurance after the year the human family has endured. Thank God, there does seem to be light at the end of this dark tunnel. The Safeguarding Team have been kept remarkably busy during this year of lockdowns which have obviously given people time to reflect on events in their lives and decide to speak about them. You may well have been involved in your parishes with assisting such people. Thank you for doing this, and for all you do daily to be attentive to the needs of the young and the vulnerable. I pray that you have a blessed, life-filled Easter!

Mgr Séamus O'Boyle – Episcopal Vicar for Safeguarding

## 4 AREAS of PSR's WORK



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](mailto: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.



4 AREAS OF PSRs  
WORK.docx

# RESPONDING TO CONCERNS:

## Information Sheet - Abuse of Adults

What constitutes abuse and neglect in adults? This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour which could give rise to a safeguarding concern. The view of what constitutes abuse or neglect should not be limited, as they can take many forms and the circumstances of the individual case should always be considered. Exploitation, in particular, is a common theme in the following list of the types of abuse and neglect.

### **Physical abuse including:**

Assault • hitting • slapping • pushing • misuse of medication • restraint • inappropriate physical sanctions.

### **Sexual abuse including:**

Rape • indecent exposure • sexual harassment • inappropriate looking or touching • sexual teasing or innuendo • sexual photography • subjection to pornography or witnessing sexual acts • indecent exposure • sexual assault • sexual acts to which the adult has not consented or was pressured into consenting.

### **Psychological abuse including:**

Emotional abuse • threats of harm or abandonment • deprivation of contact, humiliation • blaming • controlling • intimidation • coercion • harassment • verbal abuse • cyber bullying • isolation • unreasonable and unjustified withdrawal of services or supportive networks.

### **Financial or material abuse including:**

Theft • fraud • internet scamming • coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions • the misuse or misappropriation of property, possessions or benefits.

### **Neglect and acts of omission including:**

Ignoring medical • emotional or physical care needs • failure to provide access to appropriate health, care and support or educational services • the withholding of the necessities of life, such as medication, adequate nutrition and heating

### **Self-neglect:**

This covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. It should be noted that self-neglect may not prompt a section 42 enquiry. An assessment should be made on a case by case basis. A decision on whether a response is required under safeguarding will depend on the adult's ability to protect themselves by controlling their own behaviour. There may come a point when they are no longer able to do this, without external support. Repeated instances of poor care may be an indication of more serious problems and of what is described as organisational abuse. In order to see these patterns, it is important that information is recorded and appropriately shared. **Patterns of abuse vary and include:**

Serial abuse, in which the perpetrator seeks out and 'grooms' individuals. Sexual abuse sometimes falls into this pattern as do some forms of financial abuse • long-term abuse, in the context of an ongoing family relationship such as domestic violence between spouses or generations or persistent psychological abuse • opportunistic abuse, such as theft occurring because money or jewellery has been left lying around.

### **Domestic violence/abuse including:**

Psychological • physical • sexual • financial • emotional abuse • so called 'honour' based violence.

The cross-government definition of domestic violence and abuse is: any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. **The abuse can encompass, but is not limited to:**

Psychological • sexual • financial • emotional A new offence of coercive and controlling behaviour in intimate and familial relationships was introduced into the Serious Crime Act 2015. The offence will impose a maximum 5 years' imprisonment, a fine or both. Page 4 of 5 December 2016 To be reviewed December 2019 The offence closes a gap in the law around patterns of coercive and controlling behaviour during a relationship between intimate partners, former partners who still live together, or family members, sending a clear message that it is wrong to violate the trust of those closest to you, providing better protection to victims experiencing continuous abuse and allowing for earlier identification, intervention and prevention. The offence criminalising coercive or controlling behaviour was commenced on 29 December 2015. Read the accompanying statutory guidance for further information.

**To read about other forms of adults' abuse including 'Modern Slavery', 'Organisational Abuse', and more on 'Financial Abuse' please click on the link here below for the full CSAS document:**

<https://www.csas.uk.net/wp-content/uploads/2018/05/Information-sheet-Abuse-and-neglect-in-adults.pdf>

## **SAFE RECRUITMENT:**

### **DBS Matters**

#### **Submitting Applications via Email**

Please use the email address below to submit all documents for a DBS application (diocesan forms and ID documents (where applicable)):

[dbssubmissions@safeguardrcdow.org.uk](mailto:dbssubmissions@safeguardrcdow.org.uk)

**N.B. This address is for application submissions only.** If you have any general queries, then please contact Jackie or Johanna on their normal email addresses.

#### **Safer Recruitment Forms – Storage and Retention**

The Safer recruitment forms for roles that require a DBS must be sent to the Safeguarding Office. Parishes can keep a copy of the Volunteer Registration form and references for their records if needed, these must be kept in accordance with the [CSAS Information Security Policy](#).

The Confirmation of ID form and Safeguarding Self Declaration forms cannot be kept at the parish. All records of these forms must be destroyed as soon as the DBS application has been submitted.

If anyone needs to discuss this further, please contact Jackie Krobo ([jackiekrobo@rcdow.org.uk](mailto:jackiekrobo@rcdow.org.uk))

#### **Word Forms**

Word versions of the New Volunteer Pack and the Re-check pack can be downloaded from the PSR resource area, <https://safeguardrcdow.org.uk/safer-recruitment/saferrecruitmentforms/>

## CREATING A SAFE ENVIRONMENT:

### **Capacity and Consent – Adults**

The legal framework relevant to adults is the Mental Capacity Act 2005/2007 - see [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/497253/Mental-capacity-act-code-of-practice.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/497253/Mental-capacity-act-code-of-practice.pdf)

The Mental Capacity Act 2005 applies to adults and children who are 16 years and over. Mental capacity is present if a person can understand information given to them, retain the information given to them long enough to make a decision, can weigh up the advantages and disadvantages in order to make a decision, and can communicate their decision (this could be by talking, using sign language or even simple muscle movements such as blinking an eye or squeezing a hand).

Lack of capacity may not be a permanent condition and individuals might lack mental capacity for periods of time due to:

- a stroke or brain injury;
- a mental health problem;
- dementia;
- a learning disability;
- confusion, drowsiness or unconsciousness because of an illness, or the treatment of an illness;
- substance misuse.

Therefore, assessments of capacity should be decision-specific.

Although this list is not exclusive, there are certain key areas of risk when working with and for those with diminished capacity, including possible:

- misuse of power and control;
- risk aversion & paternalism;
- assumption of incapacity instead of assumption of capacity;
- abuse – including Financial, Domestic Abuse or Violence, Institutional, Sexual, Emotional, Discriminatory Abuse, Self-Neglect and Neglect.

Practice should be underpinned by the following five key principles:

- there should be a basic assumption that a person has capacity to make the decision;
- you must take all practicable steps to assist the person to make the decision before treating them as being unable to make a decision;
- unwise decisions do not mean a person lacks capacity to make decisions;
- any act or decision made under the Mental Capacity Act for or on behalf of a person who lacks capacity must be done or made in their best interests;
- before any action or decision is taken consideration must be given to whether the purpose for which it is needed can be as effectively achieved in a way that is least restrictive of the person's rights and freedom of action.

### **Responding to Concerns**

- If you have any concerns about an individual who may lack capacity, please report to the Safeguarding Representative who can inform the local authority in which the individual resides and the Safeguarding Coordinator.

# Frequently asked questions

## Questions:

**Q:** The CSAS website is quite extensive and I find it difficult to find the documents or templates that I need quickly.

**Q:** Several queries still come through regarding how to provide parish activities remotely and safely.

**Q:** When are the 2 EduCare refresher modules due?

**Q:** I am volunteering as a PSR for the first time in the diocese. Can I do ID verification online?

**Q:** What should be done when a PSR needs to step down from the role?

**For any additional clarification please write to:**

## Answers:

**A:** The landing page of the CSAS website has a "Search" tool. Every time you are looking for a document or template please use this as it is very easy to use and it will pop up what you are looking forward quite easily and quickly. Should the word typed not get you what you are looking for you may wish to modify your search slightly and shorten the word search. This works very well and we recommend that you try it at the first suitable occasion. <https://www.csas.uk.net/>

**A:** CSAS have recently informed us that their current guidance on videoconferencing has been updated. Version 2 which is a more detailed guidance can now be found on the CSAS website at <https://www.csas.uk.net/safeguarding-resources/> - please scroll down to the bottom of the page where a consent form for videoconferencing can also be found.

**A:** All PSRs who have taken or are soon going to be invited for a refresher training session will be sent a link from Warren, our safeguarding support person. The link comes directly from EduCare and you should kindly check your spam folder in case the EduCare email with link ends up there. The 2 modules have to be completed before the end of 2021 but the sooner the better indeed. The modules are: Child Protection refresher (2020) and Safeguarding Adults refresher (2020). Please ensure that you complete these as soon as possible so that we can update your file accordingly.

**A:** No, the first time that a candidate applies for a volunteering role in the diocese, ID verification must be performed in person with original valid ID documents. Meeting in person must be performed only if the personal situation of the candidates and the ID verifier allow this to happen in safety and always according to government's guidance re precautionary measures about Covid-19. Currently, only re-checks of existing volunteers can be conducted via video call but these are temporary and extraordinary measures that DBS is allowing due to the challenging and unusual situation.

**A:** Please, inform your parish priest and the central safeguarding team as soon as possible and also kindly let us know if you have any availability to cover until full replacement has been completed (this may take up to 2/3 months). **This is very important** because together we aim at having a PSR's cover in all parishes at all times to ensure that our communities are looked after in safeguarding matters. Thank you.

[ariannasommariva@rcdow.org.uk](mailto:ariannasommariva@rcdow.org.uk)

## ADVANCING A CULTURE OF SAFEGUARDING: E-Learning and other sources

### EduCare

Starting with this edition we would like introduce to you some short EduCare clips that you can watch by clicking the link here below. The first clip is about “DUTY OF CARE”. We hope that you will find these useful.



<https://www.youtube.com/watch?v=vdnwla4FLYI&t=5s>

We sent out links and instructions to all long standing PSRs who participated to the refresher training on 25<sup>th</sup> February to start and complete the 2 refreshers modules (2020 ones). These modules must be completed before the end of 2021 however the sooner you complete them the better please, so we can update your file accordingly. To access the courses see here below:

1. Go to [www.myeducare.com](http://www.myeducare.com);
2. Click on the link 'Forgotten your username or password';
3. Where it says 'Search by e-mail address' please enter the e-mail address in the search field and click 'Search';
4. A reset e-mail will be sent back to that address. This can take 5-10 minutes to come through. Through that e-mail, please follow the instructions and set the password to something memorable. The training can then be accessed.

If you need further help please do not hesitate to contact Arianna by writing to [ariannasommariva@rcdow.org.uk](mailto:ariannasommariva@rcdow.org.uk)

# SUPPORT TO SURVIVORS OF ABUSE

**The Safeguarding team continue to emphasise the need for us to respond sensitively and respectfully to individuals who are disclosing their experiences to us.**

## **From the Bishop's Conference of England and Wales**

### ***In conversation through hurting, healing and hope***

'Listening with Love' is a seven-session resource inviting people to reflect on the impact of abuse on individuals and the Church. The material is designed for use in small groups, with a leader and participants.

The survivors who generously offered their time to produce this resource, identified the themes and decided that, in conversations, the voice of the survivor could be heard. Therefore, using scripture and recorded conversations each session reflects upon the impact of abuse and the journey through hurting, healing and hope.

**Session One asks the question "Will anyone Listen?" and takes as its inspiration Matthew 25:37-40.**

#### **Leader's Guide**

If you are leading a small group for this session, please download the guide:

[Leader's Guide](#)

#### **Presentation**

Before starting the session, we recommend you download this PowerPoint presentation. If you don't have PowerPoint there are free solutions that will open PowerPoint presentations such as [LibreOffice](#) or [OpenOffice](#). Alternatively, use the PDF Booklet and Audio instead.

[Session ONE – Presentation](#)

*Trouble downloading? Try right clicking the link and choosing either 'Open Link in New Tab' or 'Save Link As' to download.*

**Booklet and Separate Audio** This conversation is embedded in the presentation but you may wish to use the PDF booklet and audio separately.

This PDF booklet contains material for all seven sessions. You can look at the material for week one and reflect on the scripture reading and listen to the conversation.

[Listening with Love – BOOKLET](#)

[Session ONE – Audio](#)

<https://www.cbcew.org.uk/home/events/listening-with-love/session-one-listening-with-love/>

## SAFEGAURDING NEWS

### 1. Implementation of the Ian Elliot and IICSA recommendations:

The project team lead by Carol Lawrence are making significant progress in transforming the recommendations into detailed working arrangements. Changes include the establishing of a new National Catholic Standards Agency, the Safeguarding Commission becoming a sub- group of the Trustees Board, Religious Orders setting up their new Safeguarding arrangements and a new National Tribunal to deal with matters under Canon law.

The implementation groups' regular newsletter can be found on the Diocesan website.

### 2. National Survivors Day of Prayer: 4<sup>th</sup> May

This is a day when we think about and pray for all those impacted directly by abuse – for the victims themselves at the heart of our prayer, their families, friends, and communities. This year the resources for our national day will be prepared by the **Let's Be Honest** group (will be uploaded on the safeguarding page of RCDOW website as soon as available).

### 3. New Legislation – Extending 'position of trust' law in faith based and sports sectors

The government is extending the law on positions of trust in relation to sexual offences so that adults who lead activities in sports and serve in religious settings are prevented from engaging in sexual relationships with 16 or 17-year-olds, over who they hold a position of trust. This is a significant and long awaited development for these sectors. For further detail please read [https://www.farrer.co.uk/news-and-insights/closing-the-loophole-extending-position-of-trust-law-in-the-faith-based-and-sports-sectors/?utm\\_source=vuture&utm\\_medium=email&utm\\_campaign=closing%20the%20loophole%3a%20extending%20the%20position%20of%20trust%20law%20in%20the%20faith-based%20and%20sports%20sectors-30%20march%202021](https://www.farrer.co.uk/news-and-insights/closing-the-loophole-extending-position-of-trust-law-in-the-faith-based-and-sports-sectors/?utm_source=vuture&utm_medium=email&utm_campaign=closing%20the%20loophole%3a%20extending%20the%20position%20of%20trust%20law%20in%20the%20faith-based%20and%20sports%20sectors-30%20march%202021)

### 4. PSR Refresher Training

This year we have set up 4 evening Refresher training sessions. You can book onto one of these when you will receive an email from Arianna. We also have an expectation that PSRs update their online Educare training every 3 years, taking the refresher modules.

### 5. Team news:

The Safeguarding Team welcome the temporary addition of 2 new member's of staff – Warren Brown who is permanently based in the Agency for Evangelisation is working with the team for 4 days a week to provide administrative support in closing of cases, archiving of records and migrating data onto the new database. Monawara Bakht has been employed as a caseworker to undertake the review of the cases to ensure that all necessary actions have been taken before closing them down.

### 6. Improving through feedback

We are always looking to improve the Service that we offer. The recent PSR refresher training provided us with some really useful ideas and we will continue to integrate these into our work.

We are also seeking the views of some survivors with whom we have recently engaged; we await their views about the service they received.

# VATICAN NEWS

## Pope: "Charity, love and fraternity are the way forward"

Charity, love and fraternity are the way forward. This was said by the Pope in conversation with journalists on the flight from Baghdad back to Rome, after the historic four-day trip to Iraq. Francis recounted his impressions of his meeting with Al Sistani, his emotion before the destroyed churches in Mosul and told of his promise to Patriarch Bechara Rai to undertake a trip to Lebanon.

At the beginning of the meeting at high altitude, the Pontiff greeted Monsignor Dieunonné Datonou, the new coordinator of papal travels, whom he called "the new sheriff". Then he addressed the journalists as follows: "First of all, thank you for your work, your company, and your tiredness. Today is Women's Day, congratulations to women! In the meeting with the wife of the President of Iraq they were talking about why there is no men's day. I said: because we men are always celebrating! The President's wife talked to me about women, she said beautiful things today, about the strength that women have in carrying forward life, history, family, so many things. And thirdly: yesterday was the birthday of the Cope journalist: best wishes, we must celebrate, we'll see how, here we can."

To read the full article please click on the link here below

<https://www.vaticannews.va/en/pope/news/2021-03/pope-francis-inflight-presser-iraq-journalists0.html>



# CONTACT DETAILS the essential

## **The Central Safeguarding Team:**

### **Episcopal Vicar for Safeguarding:**

Name: Rev Monsignor Séamus O'Boyle  
Email: [seamusoboyle@rcdow.org.uk](mailto:seamusoboyle@rcdow.org.uk)  
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### **Safeguarding Coordinator:**

Name: Geraldine Allen  
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### **Safeguarding Officer:**

Name: Natalie Creswick  
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### **Safeguarding Officer:**

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### **Safeguarding Officer:**

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### **Safeguarding Officer (Review):**

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### **PA to Safeguarding Coordinator and Team and SG Commission Admin:**

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### **DBS Administrator:**

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### **Safeguarding Support Officer:**

Name: Arianna Sommariva  
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### **Safeguarding Support:**

Name: Warren Brown  
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Phone: 07936935707

### **Other Contacts:**

#### **Catholic Safeguarding Advisory Service (CSAS)**

Email: [admin@csas.uk.net](mailto:admin@csas.uk.net)  
Phone: 020 7901 1920

Website: [www.csas.uk.net](http://www.csas.uk.net)

#### **National Catholic Safeguarding Commission (NCSC)**

Website: [www.catholicsafeguarding.org.uk](http://www.catholicsafeguarding.org.uk)

## *EASTER and SPRING WISHES*

### *Best wishes for a peaceful Easter*

*Fr SEAMUS, GERALDINE, NATALIE, REBECCA, SARAH, JACKIE, JOHANNA,  
GABRIELE, WARREN, MONAWARA, ARIANNA*



**PLEASE NOTE:** The office will be closed from Thursday 1<sup>st</sup> April and will reopen on Tuesday 6<sup>th</sup> April at 9.00am.

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.