

SAFEGUARDING



WELCOME

Welcome to the Autumn 2025 edition of the Safeguarding Newsletter. Thank you to all those who attended our Diocesan Safeguarding Conference back in July, it was excellent to see so many people from across the diocese commit their day to learning more about *'Supporting Vulnerable Groups in our Churches'*, to benefit from the awareness raised by the two keynote speakers, and to take this learning back to parishes to share with the wider teams and parishioners. For those who weren't able to attend, both of the keynote talks were filmed and are available via the Learning Hub. More information on this is available in the *Learning, Supervision and Support* section of this newsletter, along with information about the 2026 Diocesan Safeguarding Conference – we hope to see you there!

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CULTURE, LEADERSHIP & CAPACITY

WELCOMING LUCY ANDREWARTHA

Lucy is a qualified Social Worker and joined as Cathedral Safeguarding Officer in September 2025. Her background has been in Social Work with children and families in a variety of teams, both as a social work practitioner and team manager. Lucy has an extensive history of working with adults with disabilities and has also held roles which support with Social Work education and working with vulnerable adults.



Lucy Grimsey, Assistant Diocesan Safeguarding Advisor, has now returned to work following long-term sick leave. The Diocesan Safeguarding Team are pleased to welcome Lucy back to the team.



Dawn Todd, DBS Administrator, remains on long-term sick leave following undergoing an operation in August. Dawn remains in our thoughts and prayers. In Dawn's absence, DBS is being covered by Daiva Nettle who can be contacted on: dbs@southwell.anglican.org.



Dawn also managed the Parish Dashboard/Safeguarding Hubs system, therefore during her absence, please forward Parish Dashboard / Safeguarding Hub related queries to:

stephanie.spencer@southwell.anglican.org

A NEW NATIONAL SCAM:

A new national scam is emerging – please see below an email we received from a PSO and the subsequent advice provided by the Diocesan Safeguarding Officer:

“Another member of the congregation was nearly involved in some fraudulent activity. Someone tried to deliver 23 parcels to her which she hadn't ordered. They have looked into it and apparently this is a scam to try and claim money back from you. I just wanted the diocese to be aware that this is a new scam (to me) and wondered how many others parishes are aware of such things....it might be going around locally, so just wanted to give a heads up and warning!”

We are aware of this scam, and it is far from a local issue. The important thing is that each and every occasion is reported to Action Fraud so that the Police increase the likelihood of apprehending these criminals: [Reporting fraud and cyber crime | Action Fraud](#)

SAFEGUARDING SUNDAY - 16th November

If you haven't already, it's time to start planning what your church is doing to celebrate this years' Safeguarding Sunday on 16th November 2025. Thirty:one eight have developed some excellent resources to help you plan and deliver your Safeguarding Sunday service, including materials for children and young people to access. You can sign up here: [Safeguarding Sunday](#)

We received the feedback below from a Parish Safeguarding Officer following leading a Safeguarding Sunday service in 2024 – which if you haven't already planned a Safeguarding Sunday service, may inspire you to do so:



"As a new PSO, I viewed the approach of Safeguarding Sunday with increasing alarm: my "modus operandi" has always been to avoid speaking from the front of church like the plague. However, it rapidly became apparent that there was no escape as "Yes – it would be good if you said something about safeguarding at all three services". We marked Safeguarding Sunday on 24th Nov rather than 17th, so by this time Justin Welby had resigned. I had been impressed by the video produced by Thirtyone:eight when I first saw it, but it was even more powerful once the abuse by John Smyth had been disclosed.

So, how did we mark Safeguarding Sunday and what response have we had? *As well as the video and prayer, I reminded everyone of our contact details at St Nic's and also the contact details for the Diocese and Safe Spaces. I briefly discussed the barriers to safeguarding training (online, in English, takes time to do, etc.). It was interesting to note some of those with training outstanding were the ones smiling and nodding most vigorously at my presentation! Thirtyone:eight report several positive outcomes for churches marking Safeguarding Sunday. We haven't particularly had an increase in the number of volunteers and those completing their safeguarding training has remained a trickle rather than a flood. No-one has disclosed abuse to me for the first time, although they could of course have gone straight to Safe Spaces. However, I have felt very affirmed in my role, with lots of people expressing their gratitude for the work of the safeguarding team here at St Nic's. There was also a lot of interest in having our contact details emailed out to everyone and these now go out at the bottom of all the regular emails. So, what about next year? Will we do it again? Yes – providing Thirtyone: eight do another brilliant video"*

– PSO, St Nic's, Nottingham.

The Diocesan Safeguarding Team look forward to joining several parishes across the Diocese as they celebrate the work and raise awareness of safeguarding in their churches. We would love to see examples from across the Diocese of your Safeguarding Sunday services, please do send in your reflections, photos, videos to **stephanie.spencer@southwell.anglican.org**.

PREVENTION

PARISH DASHBOARDS UPDATE

We currently have **88.4%** of our parishes using the 'Parish Dashboards' to monitor their churches safeguarding compliance – **and an astonishing 60.3%** working at Level 3. Both figures are well above national average, so a huge thank you and well done to these parishes who are using this online tool.

We are keen to have 100% of our parishes using this online tool, therefore if you are not yet using the dashboard, or perhaps you have an account but haven't got started yet, please see the link below to a helpful video about getting started with using the Parish Dashboard: [Discover the benefits - Safeguarding Dashboards](#)

If you would like access to your Parish Dashboard, or would like support with using it, please contact Stephanie Spencer, Parish Support Officer, stephanie.spencer@southwell.anglican.org

Dashboard Status

Numbers of Dashboards

Name	Unused	Level 0	Level 1	Level 2	Level 3	Total Live	Total All
Archdeaconry of Newark	11	6	8	21	75	104	121
Archdeaconry of Nottingham	5	4	10	24	60	94	103
Total	16	10	18	45	135	198	224
	7.1%	4.5%	8.0%	20.1%	60.3%	88.4%	100%

DBS UPDATE:

New Manual ID Guidance for DBS (from 22 April 2025)

DBS has introduced refreshed manual identity-checking guidance for Basic, Standard, and Enhanced checks. The previous identity-checking rules remain usable until 1 November 2025, allowing time for organisations to adapt. Major changes include:

- *Removing a separate route for non-UK nationals — there is now a unified “3-route” process for all applicants.*
- *Eliminating the requirement that one ID document must show the current address.*
- *Adding e-Visa, Biometric Residence Permit (BRP), Asylum Registration Card (ARC) to the list of acceptable Group 1 documents.*
- *Expanding the allowed documentation in Group 2b to include e.g. HMRC self-assessment / tax demand letters, and EHIC / GHIC.*
- *Requiring that identity verification records (i.e. which documents were checked) be retained for 2 years.*

IMPORTANT POLICY UPDATES:

By agreement with the NSSG, please be aware the following documents have been removed from the Church of England website and are no longer to be used:

- **Parish Safeguarding Handbook**
- **Promoting a Safer Church (2017)**
- **Protecting all God's Children (2019)**
- **Promoting a Safe Church (2006)**

Please remove and destroy any hard copies of these policies in your churches and remove from your parish websites.

The Parish Safeguarding Handbook (along with Safer Activities and the Code of Safer Working Practice, which remain for now) is in the process of being replaced by the Parish Safeguarding Toolkit, and Promoting A Safer Church will be revised by the end of the year. Please continue to use the 'Promoting a Safer Church' poster in your churches until further instruction.

In the meantime, you can access the Church of England's Parish Resources page using the link here: [Templates and resources | The Church of England](#) or email Stephanie Spencer, Parish Support Officer, if you require further signposting: **stephanie.spencer@southwell.anglican.org**

SAFEGUARDING HUBS

We currently have **34%** of our parishes using the Safeguarding Hub which is also above national average, however we would like to see this number increase! The Safeguarding Hub is a free tool for parishes to access to oversee the Safer Recruitment and People Management for your churches. If you aren't yet using the Safeguarding Hub, more information can be found in the helpful video via the link below: **[Safeguarding Hubs - Overview - Safeguarding Hubs](#)**

If you would like to start to use the Safeguarding Hub in your parish, please obtain approval from your PCC and following this please email Stephanie Spencer who will be able to provide you with access and support: **stephanie.spencer@southwell.anglican.org**

For those of you who are already using the Safeguarding Hub – there are some upcoming changes and updates for your attention:

Currently those in parishes who edit their Safeguarding Hub are set up as 'Safeguarding Hub Administrators' and the Diocese are classed as the 'Safeguarding Hub Owner'. In the next few weeks, following instruction from Clearly Simpler, the developers of the Safeguarding Hubs, we will be sending you individual invitations to be prompted to the 'Safeguarding Hub Owner'. The reason for this is in relation to my next point:

Safeguarding Hub Service Agreement:

Clearly Simpler have developed a Safeguarding Hub Service Agreement to be adopted by the PCC of parishes who are using the Safeguarding Hub. This Service Agreement will be circulated to Hub Owners and there will be an option on the Hub to tick that yourself as the owner, and the PCC, have agreed and accepted the Service Agreement – in this case you will be able to continue using the Hub as usual. If you don't accept, your access to the Hub will be removed (following 1st December). If you do nothing, access will also be removed. **Please ensure you review this document when it is shared and select that you either accept or decline by 1st December 2025.** More information on this will be shared by email with the Hub Owners in due course.

RECOGNISING, ASSESSING & MANAGING RISK

NEW NATIONAL POLICY:

There is a new national policy that came into force on the 1st September 2025. It is important that you are aware of this as there are some significant differences in the way in which we manage safeguarding referrals but largely this is a document that affects the work of the Diocesan Safeguarding Team rather than at a parish level. The 2017 Practice Guidance: Responding to, assessing and managing safeguarding concerns or allegations against church officers is no longer in use and has been replaced by a new code 2025 Managing Safeguarding Concerns and Allegations.

The biggest difference is that this is a code which means it must be followed. The previous document worked under the premise of those reading it must have "Due Regard" to it but if there was a cogent reason for not following the practice guidance, then that could be acceptable. To remove any doubt, the notion of "Due Regard" has been scrapped and replaced with a code which all "relevant people" must comply.

‘Relevant people’ include:

- a) A clerk in Holy Orders who is authorised to officiate in accordance with the Canons;
- b) An archbishop;
- c) A diocesan, suffragan or assistant bishop;
- d) An archdeacon;
- e) A person who is licensed to exercise the office of reader or serve as a lay worker;
- f) A churchwarden;
- g) A parochial church council;
- h) The Chapter of a cathedral;
- i) The Diocesan Board of Education (DBE) for a diocese;
- j) The Diocesan Board of Finance (DBF) for a diocese;
- k) Any other diocesan body as defined by section 19 (1) of the Dioceses, Pastoral and Mission Measure 2007;
- l) A body established to carry out a mission initiative as defined by section 80 (1) of the Mission and Pastoral Measure 2011;
- m) A person who is an officer or member of staff of the Archbishops’ Council, or who provides services to the Archbishops’ Council, and whose work to any extent relates to safeguarding children and vulnerable adults; and
- n) A person who works (on any basis) in a diocese or parish, or at a cathedral or for the purposes of a mission initiative, and whose work to any extent relates to safeguarding children and vulnerable adults.

Anyone who is in the list above needs to familiarise themselves with the new code which can be found within the e-manual on the national Church of England website. There is also a link within the safeguarding pages of the Diocesan Website.

The key difference between the 2017 document and the 2025 document is that the new process sets out the “must do actions” in blue boxes that are easy to follow and are broken into 6 separate sections:

1. Triage and Referrals

2. Initial Contact and Support

3. The Role of the Safeguarding Case Management Groups

4. Situational actions

- *Members of Clergy*
- *Lay Volunteers*
- *Risk in the Church Community*
- *Posthumous Concerns*
- *Employees*
- *Failure to Follow Safeguarding Requirements*
- *Elected Members*

5. Risk Assessments

6. Outcomes and Long-term Management of Risk

There is a much clearer definition of what work is expected of the Diocesan Safeguarding teams and what work needs to be picked up as conduct issues by HR either in the diocese or held in the parishes. I will be producing a thresholds document in the next few weeks which will be circulated after approval at DSAP. This will hopefully provide clear examples of the situations where the DST will undertake the work and those cases where our role will be to support PSOs and parishes. I will also be updating the information leaflets that we had for those involved in Church Safety Plans, those involved in safeguarding assessments and investigations and a parish information leaflet advising on what information can be shared if a church officer in your parish is involved as a respondent in a safeguarding matter.

Other documents that became redundant over the summer and should be destroyed and are no longer valid are as follows:

- *2014 Protecting All God's Children*
- *2006 Promoting a Safe Church*
- *2017 Parish Safeguarding Handbook*

The Parish Handbook is being replaced with a Resource Suite for PSOs that is available through the National Church of England Website. Protecting All God's Children and Promoting a Safe Church have now been replaced by the new Managing Safeguarding Concerns and Allegations code 2025.

Learning Point re the use of initials in referrals:

When making referrals to the Diocesan Safeguarding Team, please ensure you use full names and refrain from initials. Using initials can often cause confusion and added complexity and significantly raises the risk that advice might be offered to the wrong case given the volume of work and the number of cases with identical initials. Thank you.

VICTIMS & SURVIVORS

NEW TRAUMA INFORMED CHURCH TRAINING:

Lucy Grimsey, Assistance Diocesan Safeguarding Officer, has developed a brand-new training pathway to develop learners' awareness of Trauma Informed practice. The course outcomes are outlined below:

- *Define trauma and recognise the prevalence and impact on individuals*
- *Understand the principles of trauma informed practice (safety, trust, choice, collaboration, empowerment and cultural sensitivity)*
- *Identify signs of trauma and common stress response (emotional, behavioural, physiological)*
- *Increase self-awareness of personal triggers, biases, and responses when working with trauma-affected individuals.*
- *Improve staff wellbeing by recognising vicarious trauma and implementing self-care strategies.*
- *Strengthen organisational culture by embedding trauma-informed principles into policies, procedures and leadership practices.*

We piloted this training to our Diocesan Safeguarding Advisory Panel for quality assurance and will be offering this training on a termly basis from Jubilee House. The first date is **Wednesday 12th November 10am – 1pm.**

The 2026 dates will be advertised via the Learning Hub in due course.

We are also looking to deliver the training from one parish per term, if you would like to request this training please email

safeguardingtraining@southwell.anglican.org.

Parishes who have at least **50%** of their forward-facing staff and volunteers complete this training will receive certification as a 'Trauma Informed Church' which can be displayed in your churches and on your church websites.

TRAUMA INFORMED CHURCH TRAINING

Wednesday 12th November, 10am - 1pm | *Jubilee House*

[BOOK HERE](#)



LEARNING, SUPERVISION & SUPPORT

REFLECTING ON DIOCESAN SAFEGUARDING CONFERENCE 2025:

It was wonderful to see over 100 people from across the Diocese attend this years' Safeguarding Conference, coming together to focus on *Supporting vulnerable groups in our churches*. We are particularly grateful to the two keynote speakers who provided such informative, thought-provoking presentations which were well received by those who attended. Rich Kubon from the Police Fraud Protect East Midlands Special Operations Unit provided an interesting talk, raising awareness of fraud and online scams. Amy Hollingsworth, Paediatric Occupational Therapist from Blossom Occupational Therapy inspired and challenged attendees on how we can make our churches more inclusive for children who are neurodiverse. For those who couldn't attend this years' conference, the presentations are available to access via the Diocesan Learning Hub. [Watch the videos here.](#)

We are already looking ahead to next years' Diocesan Safeguarding Conference, which will take place on Saturday 25th April 2026, 9am – 3pm. Venue is to be confirmed, more details will be shared in due course. We hope to see you there!

DOMESTIC ABUSE AWARENESS

Updated course available as e-learning and face to face delivery:

The National Safeguarding Team have recently launched a new version of the Domestic Abuse Awareness training which is available to complete now as e-learning via the Safeguarding Training Portal: [Course: Raising Awareness of Domestic Abuse \(25-26\).| Safeguarding: Training Portal](#)

This training is also available to complete as a face-to-face course, from Jubilee House, Southwell and in parishes across the Diocese (upon request). Face-to-face courses are bookable via the Diocesan Learning Hub: [Safeguarding Training - Diocese of Southwell & Nottingham Learning Hub](#)

The Diocesan DBS/Training Matrix outlines which roles are required and recommended to undertake this training ([view here](#)).

TRAIN THE TRAINER

In June 2025, we delivered our third 'Train the Trainer' training session to 7 attendees in safeguarding roles across the diocese, equipping them with the skills and confidence to deliver Basic Awareness and Foundations safeguarding training in their parishes. We are very pleased to welcome them all to our parish trainers' group and to have been out to parish to support them individually with their first deliveries.

If you are interested in becoming a parish trainer, or would like to know more about this training course, please contact:

safeguardingtraining@southwell.anglican.org

Our next 'Train the Trainer' session is taking place on

Thursday 4th December, 9am – 4pm at Jubilee House, Southwell.

