

Level 1

Introduction

The Church of England's safeguarding policy statement, *Promoting a Safer Church*, says:

"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly."

To help parishes prioritise their safeguarding work, your *Safeguarding Dashboard* can produce three levels of action plan:

- Level 1 - Safer Foundations
- Level 2 - Safer Foundations and Safer Activities
- Level 3 - Safer Foundations, Safer Activities and Safer Practices

All three levels only cover the mandatory requirements for safeguarding in the Church of England.

The PCC is invited to discuss and approve this Level 1 Action Plan.

It ought to be possible to complete most of these actions within three months. Once sufficient progress has been made, your *Safeguarding Dashboard* will then produce a Level 2 Action Plan.

Date discussed and approved by the PCC: _____

Policies and Action Plan

	Status	Notes
Safeguarding Policy Approval The PCC must approve a parish safeguarding policy which complies with Church of England requirements.	The PCC needs to adopt 'Promoting a Safer Church' as its own safeguarding policy, or else approve a policy that takes account of it.	Need to study parish Safeguarding policy & see if it needs updating
Safeguarding Policy Promotion 'Promoting a Safer Church' must be publicised and promoted, and all Church Officers must have access to it.	'Promoting a Safer Church' needs to be publicised and promoted, and all Church Officers need to be given access to it.	Discuss Promoting a Safer Church at next PCC
Safeguarding Action Plan The PCC must approve a Safeguarding Action Plan and review it at least once a year.	The PCC needs to approve a Safeguarding Action Plan.	

Safeguarding Procedures

	Status	Notes
Responding to Concerns or Allegations The PCC must approve a procedure to deal promptly with any safeguarding concern or allegation (including suspicion of abuse).	Action is required.	

Safeguarding Roles

	Status	Notes
Parish Safeguarding Officer The PCC must safely recruit a suitable person (not the incumbent or his/her partner) to the role of Parish Safeguarding Officer. The appointment is to be made in accordance with national 'safer recruitment' guidance.	A Parish Safeguarding Officer was appointed on 14/09/2025.	
Churchwardens The churchwardens must be made aware of their safeguarding responsibilities.	Action is required.	

	Status	Notes
Lead Recruiter The PCC must appoint at least one Lead Recruiter who is responsible for the administration of DBS applications. This role may be carried out by the Parish Safeguarding Officer.	Action is required.	

Training for Key Roles

	Status	Notes
Parish Safeguarding Officer The PCC must ensure that the Parish Safeguarding Officer undertakes the required safeguarding training.	The Parish Safeguarding Officer has completed the required safeguarding training.	Complete training on traffic light system
Churchwardens The PCC must ensure that all Churchwardens undertake the required safeguarding training.	Churchwardens need to complete some safeguarding training.	Advise & guide wardens to wards all 3 courses
Lead Recruiter The PCC must ensure that Lead Recruiters undertake the required safeguarding training.	Lead Recruiters have completed the required safeguarding training.	
PCC Members The PCC must ensure that all their members undertake the required safeguarding training.	PCC members need to complete some safeguarding training.	Guide PCC members towards training portal

Displayed Information

	Status	Notes
Safeguarding Policy Notice Each church building must display a notice about its safeguarding policy.	Action is required.	
Safeguarding Who's Who Each church building must display contact details for people who have safeguarding roles.	Action is required.	
Safeguarding Poster Each church building must display a 'Promoting a Safer Church' poster.	Action is required.	
Parish Website Safeguarding arrangements must be clearly visible on the front page of a parish website (if you have one).	Action is required.	

Reviews and Reports

	Status	Notes
PCC Agendas Safeguarding must be a standing agenda item at every PCC meeting.	Action is required.	
Reports to the PCC The Parish Safeguarding Officer must give regular reports to the PCC regarding safeguarding in the parish.	The PCC needs to receive a safeguarding report from the Parish Safeguarding Officer.	
Reports to the APCM At the Annual Parochial Church Meeting, the PCC must report on safeguarding in the parish.	The APCM needs to receive a safeguarding report from the PCC.	