

Pilgrims Hatch Baptist Church

Protection of Vulnerable Adults Policy Statement

This statement was adopted at the church meeting held on 6th November 2007.

It will be presented annually to a church meeting held in the month of November where progress in carrying it out will be monitored.

Rationale

As Christians we are charged to love and care for each other. This is particularly true where the most vulnerable members of our community are concerned. We believe that being part of the Christian family of the church places responsibilities on all her members, both institutional and individual, to ensure that the environment for all is safe. This includes safety for all those who are vulnerable and all who wish to share in the life of the church and who are offered support and pastoral care by the church, both formal and informal.

Definitions

We adopt the following definition of a vulnerable person as outlined in the 'Churches' Forum for Safeguarding Statement of Policy on Vulnerable Adults':

A vulnerable person is defined as one who may be at risk and in need as a result of:

- Sensory or physical disability or impairment
- A learning disability
- A physical illness
- A mental illness, chronic or otherwise including dementia or an addiction to alcohol or drugs
- A reduction in physical, mental or emotional capacity. Or, who has for any reason become unable to protect him/herself from significant harm or exploitation.

The churches in CSF are concerned that those who work in regular, face-to-face contact or who have responsibilities with vulnerable adults should be aware of the potential for misuse and abuse of power. Training in good practice and awareness of adult abuse and the proper recruitment of those who work with vulnerable adults on behalf of the church is therefore essential.

Our Policy Statement

- As members of this church, we commit ourselves to the safeguarding of vulnerable adults and ensuring their well-being in the life of this church.
- It is the responsibility of each one of us to prevent the physical, emotional, sexual and financial and spiritual abuse of vulnerable adults, and to report any abuse that we discover or suspect.
- We undertake to exercise proper care in the appointment and selection of those who will work with vulnerable adults.
- The church is committed to supporting, resourcing and training those who undertake this work.
- The church adopts the guidelines of the Baptist Union of Great Britain published in 'Safe to Belong' (2006).
- Each person who works with vulnerable adults will agree to abide by these recommendations and the guidelines established by this church.

Pilgrims Hatch Baptist church appoints _____ to represent the concerns and views of vulnerable adults at our meetings and to outside bodies.

Signed: _____

Position: _____

Date _____

Policy Statement on Equal Opportunities

This statement was agreed at the Church Meeting held on.....

As an organisation using the Criminal Records Bureau (CRB) Disclosure service to assess applicants' suitability for positions of trust, this church undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information received.

We welcome people to serve the church on the basis of the right mix of talent, skills, character, potential and call of God, including those with criminal records.

A Disclosure is requested for everyone involved in all aspects of the church's work with vulnerable adults whether as a leader or helper.

A criminal record will not necessarily be a bar to a person serving with vulnerable adults. This will depend on the nature of the position and the circumstances and background of the offences.

In order to protect the confidentiality of those with criminal records we will access Disclosures through the Churches' Agency for Safeguarding.

Suggested Equal Opportunities policy

The Baptist Union Corporation Limited

GUIDELINES

THE BAPTIST CHURCH

1 Statement of Equal Opportunities Employment Policy

The Church is committed to the promotion of equality of opportunity in all fields of its activity in accordance with this Policy Statement.

2 Definitions

2.1 'Personal Status' refers to sex, colour, race, nationality or ethnic or national origins, marital status, disability, age or religious belief.

2.2 'Discrimination' is where a person is treated less favourably than another not on the merits of the case but on grounds of 'Personal Status'

3 The Church's Policy Statement

The Church is an equal opportunities employer and will seek to ensure that:

3.1 every applicant for a job and every employee shall be given equal opportunity whatever their Personal Status except in relation to religious belief where being a Christian or complying with a requirement related to religious belief is a genuine occupational requirement having regard to the ethos of the Church and the nature of the employment or the context in which it is carried out;

3.2 persons already employed will be made aware of the provisions of this policy;

3.3 the application of any recruitment, training and promotion policies will be solely on the basis of job requirements and the individual's ability and fitness for that work;

3.4 all persons responsible for the selection, management and promotion of employees will be given information and/or training to enable them to minimise the risk of discrimination;

3.5 appropriate training will be provided to enable employees to perform their jobs effectively;

3.6 encouragement is given to all employees to take advantage of opportunities for training;

3.7 age limits for entry to training are not such as unnecessarily to exclude certain groups of employees;

3.8 recruitment, literature and advertisements will not imply that there is a preference for one group of applicants as against another unless there is a genuine occupational requirement which will be clearly stated;

3.9 the most effective ways will be employed to bring job vacancies to the attention of potentially disadvantaged groups;

3.10 applicants for posts will be given clear, accurate and sufficient information through advertisement, job descriptions and interviews, to enable them to assess their own suitability for a post;

3.11 employment policies and procedures are kept under review, in appropriate cases by formal monitoring routines, to ensure that they do not operate against the church's Policy Statement;

3.12 where it appears that the church's Policy Statement is not being observed the circumstances will be investigated to see if there are any policies or criteria which exclude or discourage employees and, if so, whether these policies and criteria are justifiable;

3.13 appropriate action is taken where necessary to redress the effects of any action, policy or criteria which are found to have unjustifiably limited the observance of the church's Policy Statement;

3.14 particular care is taken to deal with any complaints of unlawful discrimination and harassment on the grounds of sex, race or disability, religion/belief or sexual orientation;

3.15 a criminal record is not in itself a bar to being appointed to any post. Only relevant offences will be taken into account when appointing to a post where a Criminal Records Bureau check is required.

NOTE:

Churches may want to consider whether for any particular post the regulations excluding religious organisations from the normal requirements in relation to sexual orientation are to be applied.

PILGRIMS HATCH BAPTIST CHURCH

STATEMENT OF FAITH

WHY WE EXIST

Pilgrims Hatch Baptist Church exists to worship God and to help the people of Pilgrims Hatch and the surrounding area to become committed followers of Jesus Christ.

We aim to be:

- A community that worships and prays together, living in God's goodness and love.
- A family, showing God's love in the way we live together.
- People who are learning from God's Word in the Bible, and becoming more and more like Jesus Christ.
- A group of people who actively serve the local community.
- People who demonstrate the love of God and who spread the good news of Jesus Christ.

WHAT WE BELIEVE

- The Bible is the inspired word of God. It is completely reliable and is the one and only authority for Christian faith and practice.
- There is one true God who is Father, Son, and Holy Spirit. He is eternal and is the Creator and Sovereign Ruler of all things.
- All people are sinful and are guilty before God, and as a consequence face condemnation and eternal judgement if not redeemed through Christ.
- It was because of His love for us and to save us from our sin that God revealed Himself through His Son, the Lord Jesus Christ. Jesus is fully man and fully God and is co-equal with God the Father and God the Holy Spirit.
- Jesus was born of the Virgin Mary and lived a truly human life except that He did not sin. His life was perfect. At the time appointed by God He delivered Himself up to his enemies and was crucified. On the Cross He suffered punishment and death in our place as the only effective sacrifice for sin so that all who believe in Him might be forgiven and have eternal life.
- On the third day He rose bodily from the dead bearing the marks of His sacrifice and appeared to many people. He ascended to the Father and ensured the eternal salvation of all believers.
- Christ is now with His Father in heaven. He will return one day to judge the world and to establish His kingdom with a new heaven and a new earth.
- Before ascending to the Father, Jesus Christ commanded His Church to continue His work on earth by seeking to make disciples of all nations until He returns.
- Salvation is the work of the Holy Spirit in the individual through the grace of God I requiring repentance and the acceptance by faith of Jesus Christ as Lord and Saviour.
- The Holy Spirit enables God's people to live a holy life and gives spiritual gifts to Christians so that they may be equipped to do God's work.
- It is the privilege of all believers to join in fellowship with a local church both for their spiritual growth and the spreading of the gospel. It is God's will for His people that they should be so joined in fellowship.
- The Bible teaches that baptism is of believers by full immersion on profession of faith in Jesus Christ, in obedience to His command.
- The celebration of communion is a believer's remembrance of Christ's death and resurrection and is taken at His instruction.

Pilgrims Hatch Baptist Church

Volunteer Agreement

Name of worker: _____

Organisation: _____

We welcome you as: _____

You are joining a team which, together with the whole church, commits itself to the care and nurture of vulnerable adults.

On behalf of the members of this church, we undertake to support you and your work, by prayer, by our interest and by providing resources and training.

The person who will give you primary support is: _____

She/he is there to discuss any matters of concern you may have.

The responsibilities of your role are: _____

Line management: You would be responsible to: _____

You would be responsible for: _____

Once a year you will have the opportunity to talk about your work, and, if you wish to continue, we will discuss your development and training as appropriate.

Working with vulnerable adults is a responsibility, but it also brings great rewards. We hope you will enjoy your work.

Signed: _____ Minister

Signed: _____ Church Secretary

Date: _____

Declaration (to be completed by the worker)

I understand the nature of the work I am to do.

I have read the church's guidelines for safeguarding vulnerable adults. I understand that it is my duty to protect the vulnerable adults with whom I come into contact. I agree to abide by the policies and procedures agreed by the church for the protection of vulnerable adults.

Signed: _____ Date: _____

One copy of this form should be retained by the worker and one by the church. If the person is appointed to a new role, or if the job description changes a new form should be completed.

Pilgrims Hatch Baptist Church

Application Form for voluntary work with vulnerable adults

We ask all prospective workers with vulnerable adults to complete this form. If there is insufficient room to fully answer any question, please continue on a separate sheet. The information will be kept confidentially by the church, unless requested by an appropriate statutory authority.

Personal Details

Full name: _____

Other names by which known in past: _____

Address: _____

Postcode: _____

Telephone Number: _____(Daytime)_____ (Evening)

_____ (Mobile)

How long have you lived at the above address? _____ Years

If less than 3 years, please give previous addressees) with dates:

From:	To:	From:	To:
Address:		Address	
Postcode:		Postcode:	

Experience and skills

Please tell us about your Christian experience (i.e. how long have you been a Christian, which church(es) have you attended (with dates), any activities undertaken):

Please give details of previous experience of looking after or working with vulnerable adults. Please include details of any relevant qualifications or appropriate training either in a paid or voluntary capacity:

Do you suffer, or have you suffered any illness which may directly affect your work with vulnerable adults?

Yes :

No:

(Please tick)

If yes, please give details:

References

Please give the names, addresses and telephone numbers and role or relationship of two people who know you well and who would be able to give a personal reference and comment on your character and work with the church. At least one referee should be external to the church. If you have experience working with vulnerable adults, at least one referee should be a colleague with whom you have worked. If you have moved from another church in the past five years, one referee should be from your previous church. In addition, we reserve the right to take up character references from any other individuals deemed necessary.

Name:	Name:
Address:	Address:
Postcode:	Postcode:
Connection with you:	Connection with you:

Criminal Records Declaration

Because of the nature of the duties the post-holder would be expected to undertake, the successful candidate will be required to co-operate in obtaining a Standard or Enhanced Disclosure from the Criminal Records Bureau.

If considered suitable for the post, do you agree to co-operate in obtaining a Criminal Records Bureau Disclosure at the Standard or Enhanced level?*

Yes:

No:

(Please tick)

** Because of the nature of the work for which you are applying, this position is exempt from the provision of section 4(ii) of the Rehabilitation of offenders Act 1974 (Exceptions Order 1975), and you are therefore not entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the 1974 Act and in the event of appointment, any failure to disclose such convictions could result in the withdrawal of approval to work with children and 1 or young people within the church.*

Declaration

I confirm that the submitted information is correct and complete.

Signed..... Date