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Diocese of Bristol

Safeguarding Referrals and Accessing Advice

Please use the following contacts when seeking advice and guidance in relation to safeguarding issues.

**To report a concern that a person who is or has been a Church of England Minister (Ordained or Lay), parish or diocesan employee or volunteer has harmed a child or vulnerable adult or may pose a risk to those groups:**

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999.

These concerns must also be reported to the Diocesan Safeguarding Team without delay (within 24 hours).

Diocesan Safeguarding Officer working hours Mon – Thurs 9am to 5pm, contact on 0117 9060100/ 07543 504977

Safeguarding Caseworkers: available Mon - Fri 9am to 4pm, contact on 0117 9060100.

If the Safeguarding Caseworkers or DSO are unavailable ask for the Deputy Diocesan Secretary.

If unavailable, including out of hours, contact Thirtyone:Eight Helpline on 0303 003 1111 for advice.

Please note that the Diocese of Bristol has an agreement with Thirtyone:Eight (Formerly the Churches Child Protection Advisory Service) for provision of support and advice via their helpline for all Anglican churches within Bristol Diocese. If calling Thirty One: Eight please state that you are calling from within the Diocese of Bristol, this will ensure that they are able to alert the Diocesan Safeguarding Team to any relevant information.

**For advice related to a known registered or previously registered sex offender or another person who may present a risk to children or adults within church**

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999.

Where non urgent/ routine contact Diocesan Safeguarding Team: contact on 0117 906 0100.

For advice where Safeguarding Caseworker is not available, contact the Thirty One: Eight Helpline on 0303 003 11 11.

# For advice and guidance in relation to a safeguarding concern for an adult or child who is a parishioner or member of the community but the potential abuser is not in one of the groups above:

In an urgent situation including where a crime may have been committed, report to the police on 101 or if emergency response is required 999 and to the Local Authority Adult or Child safeguarding teams for your area and your Parish Safeguarding Officer.

Where non urgent/ routine advice is required contact Diocesan Safeguarding Team: contact on 0117 9060100.

For advice where Safeguarding Caseworker or DSA is not available, contact Thirtyone: Eight Service Helpline on 0303 003 11 11.

**For issues that do not involve reporting a concern:**

**For information related to Diocesan Safeguarding training provision and booking**

First see the Diocesan Website for information. If you still have a query, please contact Safeguarding Team Coordinator, Katheryn Caithness on 0117 906 0100 or [safeguarding@bristoldiocese.org](mailto:safeguarding@bristoldiocese.org)

**For information and guidance on Safer Recruitment and Disclosure and Barring Service (DBS)**

Please first refer to the Church of England Safer Recruitment practice guidance on the Diocesan Website or if the query is regarding DBS disclosures discuss with the Lead Recruiter for your parish.

For guidance related to types and eligibility of DBS disclosure please ask for Lead Recruiter to contact the Thirtyone:Eight DBS account managers on 0303 003 11 11.

If none of these sources resolve your query please contact Safeguarding Co-Ordinator Katheryn Caithness or DSO on 0117 9060100 or [safeguarding@bristoldiocese.org](mailto:safeguarding@bristoldiocese.org)

**For advice and guidance on Safeguarding Policy and procedures**

Please access the safeguarding pages of the diocesan website in the first instance to access relevant diocesan and national policy, guidance and procedures. If further advice is required contact the Diocesan Safeguarding Officer working hours Mon – Thurs 9am to 5pm, contact on 0117 9060100/ 07512 145236 or [safeguarding@bristoldiocese.org](mailto:safeguarding@bristoldiocese.org)

For any other issue not covered here, please seek information via the diocesan website or contact the diocesan support services office on 0117 906 0100 Monday- Friday 9am to 5pm and a member of staff will aim to connect you with the relevant person or source of information.

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