

**A GUIDE TO SAFEGUARING IN THE
ROMAN CATHOLIC CHURCH
IN SCOTLAND
AND
THE DIOCESE OF DUNKELD**

Safeguarding Structures in Scotland

Scottish Catholic Safeguarding Service

The Scottish Catholic Safeguarding Service was established by the Bishops' Conference of Scotland to lead the Church's strategy for developing effective Safeguarding arrangements. Its primary role is to support the Safeguarding work of Dioceses, Religious Institutes and Catholic organisations that interact with vulnerable groups.

The Scottish Catholic Safeguarding Service provides support and training to Diocesan & Religious Institute personnel to ensure that Safeguarding standards are met consistently across the country. SCSS offers support through the collation of PVG applications, the design and provision of training, the development of guidance and the facilitation of an annual Audit to check compliance with national Safeguarding standards. The National Safeguarding Co-ordinator is also expected to offer advice and counsel to Safeguarding staff in Dioceses and Religious Institutes as required by the Bishops' Conference of Scotland.

The National Safeguarding Co-ordinator is the Church's main Safeguarding liaison officer at a national level with statutory bodies, other Church Safeguarding groups and voluntary organisations.

Working with Diocesan Safeguarding Advisers, the NSC develops a range of effective Safeguarding training opportunities and materials that will meet the on-going needs of Safeguarding personnel.

Scottish Catholic Safeguarding Service

64 Aitken Street

Airdrie

ML6 6LT

National Safeguarding Coordinator: Tina Campbell

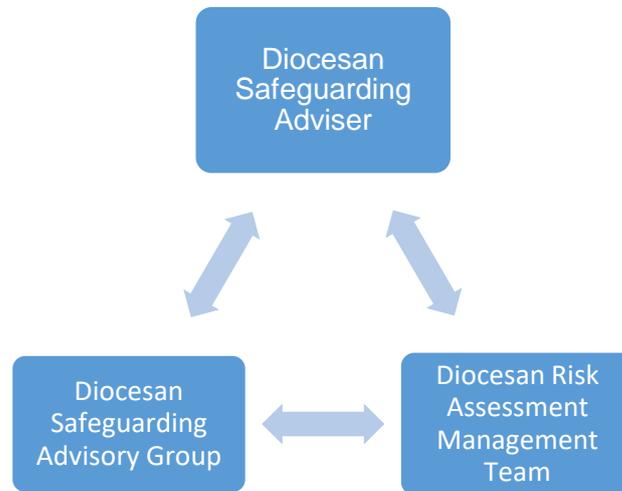
PA: Mary Stein

Administrator: Dianne Stevenson

Tel. 0141 332 7177

Website. www.scsafeguarding.org.uk

Diocese of Dunkeld Safeguarding Structure



The Diocesan Safeguarding Adviser

The Diocesan Safeguarding Adviser (DSA) have either a paid or voluntary position in each Diocese.

Their main function is to oversee all matters relating to safeguarding. This might also include chairing the Diocesan Safeguarding Team (known as the Diocesan Safeguarding Advisory Group (DSAG)). The DSA might chair the Diocesan Risk Assessment Management Team (DRAMT). A key role is to have the expertise and qualifications to advise the Bishop in relation to all safeguarding matters. The DSAs meet with the National Safeguarding Coordinator (NSC) both collectively and individually several times a year.

The Diocese of Dunkeld Safeguarding Adviser is Malcolm Veal.

Diocesan Safeguarding Advisory Group

Membership includes: Bishop, DSA and a mix of the following: Chancellor, Vicar General, Police, Social Work, Health, representatives vulnerable groups, Education, Law, Youth Ministry, Safeguarding Training, PVGs, etc.

Diocesan Risk Assessment Management Group

Membership includes clergy and representatives with expertise in the following:

Canon Law, Police, Legal, Health, Social Work.

The Conference of Religious in Scotland

The Conference of Religious in Scotland has designated Link Coordinators with a Safeguarding remit for each Religious Order/Congregation. All Link Coordinators meet annually for a one-day conference with the NSC. Some Link Coordinators are resident outside Scotland.

The CRS has its own Risk Assessment Team i.e. the Conference of Religious in Scotland Safeguarding Commission (CRSSC) which includes membership by the NSC and one of the DSAs. The CRSSC has a virtual home in the SCSS office.

The Independent Review Group

The Independent Review Group (IRG) was established by the Bishops' Conference of the Roman Catholic Church in Scotland in response to the recommendations of the McLellan Commission. Dr Andrew McLellan, a former Moderator of the Church of Scotland, was asked by the Bishops to review the current safeguarding policies, procedures and practice within the Catholic Church in Scotland.

The remit set for the IRG is as follows:

- To review the output of each of the working groups established to progress the recommendations contained in the McLellan Report and provide feedback to the BCOS
- To review the safeguarding work of the 2 archdioceses and 6 dioceses in Scotland
- To inform the BCOS of conclusions in relation to the implementation of the McLellan Report as reflected in safeguarding audits.

The IRG is chaired by Baroness Helen Liddell.

Policies

Initial Safeguarding Policies, from the late 1990s, were collated and delivered by the National Commission for Pastoral and Social Care. They focused on child protection and were driven by Scottish Government policy. DSAs were appointed in each Diocese but with significant variations across Scotland in terms of roles and functions.

Keeping Children Safe was the first national safeguarding policy from the BCOS.

Awareness and Safety in our Catholic Communities was published in 2007, as the new national policy, with an emphasis on safeguarding, not just child protection. For the first time, consideration was given to the care of vulnerable adults. This Manual was revised in 2014.

There was also a noted change in using the term safeguarding instead of child protection to ensure that all vulnerable groups came within the scope of this work.

In God's Image, the new Safeguarding Instruction was endorsed by the BCOS in March 2018 and became mandatory under canonical decree the following May. It contains 8 Standards and includes responding to allegations, support for survivors, working together in safeguarding and safe recruitment.

Annual Safeguarding Audits

Parish

Each Parish Priest with the support of the Parish Safeguarding Coordinator is asked to return an individual Parish Audit each year. This provides an update of how many volunteers are actively engaged in working with children and vulnerable groups in each parish.

It also reports on those who have completed national recruitment processes and training as well as the completion of PVG Scheme Membership (formerly Disclosure).

Diocese

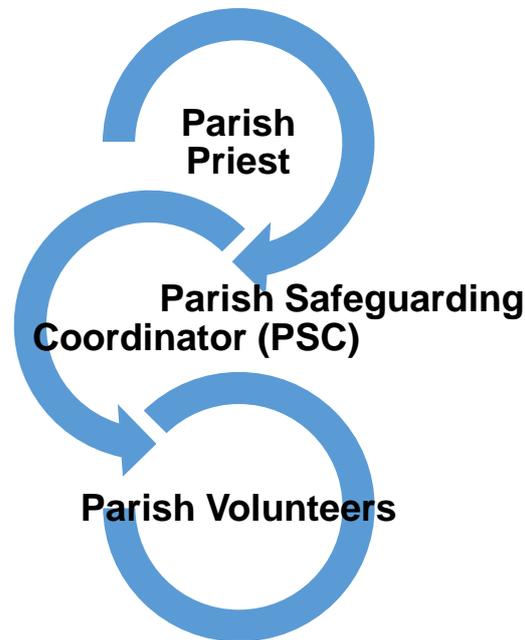
The Diocesan Safeguarding Advisor is required to complete a Diocesan Audit which reports information about the number of clergy and religious, what training etc. has taken place. It reports on the number of allegations and what the status is of cases. The allegations are anonymised and published each year on the BCOS website.

Orders

Each Religious Order/Congregation is required to complete an Audit.

Other Catholic organisations including Retreat Centres, Care Homes etc. also complete an Audit.

Operational and Governance Systems at Parish Level



Parish Safeguarding Coordinator (PSC)

All parishes must appoint a **Parish Safeguarding Coordinator (PSC)** who is able to work competently and professionally with the Parish Priest. Some parishes wisely appoint more than one PSC. The main function of the PSC is to ensure that recruitment procedures are followed and that volunteers attend training. An important activity is to assist in the annual Parish Audits. They are also a key figure in ensuring that registered sex offenders who wish to attend Mass in the parish are on a Contract which is met with full compliance. Essentially PSCs must be skilled in knowing what to do to prevent abuse or harm and also how to act if there is a disclosure of concern or current/non-recent abuse.

Volunteer Recruitment Procedures

All volunteers actively helping with activities involving children and/or vulnerable groups must complete the following:

1. **Diocesan Registration/Application Forms.**
2. **Self-Declaration** which ask for the following:

Details of all previous convictions (current legislation means that some past convictions are not considered during the application process).

Details of any health condition might prevent the person from volunteering.

Details about having had any child/ren placed in care.

3. Two referees (not the Parish Priest or a relative).

4. PVG Scheme Membership (or update).

The PVG Scheme Membership is a criminal record check for everyone who is in '*regulated work*' with children, young people and vulnerable adults. Membership is mandatory for anyone in such a role whether as a volunteer or in a paid post.

5. Safeguarding Training Induction Part 1

(attendance at Safeguarding Training Induction Part 2 to follow within 18 months)

6. Diocesan Letter of Approval.

Safeguarding Training

The Diocese of Dunkeld has a team of Trainers who work throughout the Diocese. Their main function is to deliver Safeguarding Training to volunteers within parishes.

Current Safeguarding Training Courses for Volunteers

Safeguarding Training Induction Part 1 for volunteers was launched in November 2015.

Safeguarding Training Induction Part 2 for volunteers was introduced in June 2019.

Safeguarding Training for Clergy

Each year there is a requirement for Clergy to receive Safeguarding Training. This is delivered either within Diocesan or Inter Diocesan Conferences by the NSC and others.

Annually there is a similar one-day Conference for the Conference of Religious Link Coordinators.

Deacons and Seminarians

Annual training for all Permanent Deacons in training.

Annual training for all Seminarians' either in their Seminaries or more locally in Scotland – delivered by the NSC.

Annual Training in Safeguarding and Human Formation for those who are completing the propaedeutic period in Royal Scots College Salamanca.

Continuous Professional Development for Diocesan Safeguarding Personnel

Professional training in partnership with the Centre for Child Protection at the Gregorian University, Rome is available to DSA's.

Annual Continuous Professional Development Day for all Diocesan Trainers.

Training for (new) Safeguarding Trainers is a 2 Day Course. It is known as T4T. This is for those delivering Safeguarding Training at a Diocesan level.