

EMMANUEL
loughborough

**Policy for the
Safeguarding of Adults
in our Church**

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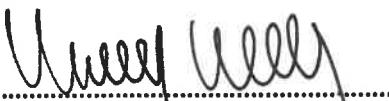
The Parish of Emmanuel Church, Loughborough

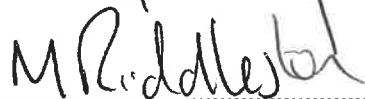
The policy was adopted at the Parochial Church Council (PCC) meeting held on 19 January 2026.

The PCC adopts the Safeguarding policy statement for children, young people and adults 'Promoting a Safer Church' and commits to the implementation of this policy. This being the case, the PCC will:

1. Recognise that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some time in our lives.
2. Commit to respectful pastoral care for all adults to whom we minister.
3. Commit to the safeguarding of people who may be vulnerable, ensuring their well-being in the life of this church.
4. Commit to promoting safe practice by those in positions of trust.
5. Commit to promoting the inclusion and empowerment of people who may be vulnerable.
6. Recognise that it is the responsibility of everybody to prevent the physical, emotional, sexual, financial and spiritual abuse of vulnerable people and to report any such abuse that we discover or suspect.
7. Undertake to exercise proper care in the appointment and selection of those who will work with people who may be vulnerable.
8. Support, resource, train and regularly review those who undertake work amongst people who may be vulnerable.
9. Adopts the Practice Guidance issued by the Church of England and the Diocese of Leicester Safeguarding Handbook.
10. Ensure that only authorised people work with people who may be vulnerable and that all work with such people is carried out within appropriate accountability structures.
11. For Serious Incidents which require immediate response reference appendix 1.

This church appoints Liz Featonby as Safeguarding Adults Officer.

Incumbent


Churchwarden


Churchwarden


Date


APPENDIX 1

PCC of Emmanuel, Loughborough (Charity Registered No 1132853)¹

Delegation by the PCC members

Readopted on 19 January 2026

DELEGATION of responsibility to report SAFEGUARDING Serious Incidents to the Charity Commission in accordance with the PCC Guidance

1. In order to facilitate the confidential and timely reporting of any safeguarding Serious Incidents to the Charity Commission, the responsibility for any decisions relating to the reporting of safeguarding Serious Incidents is delegated to Revd. Michael Broadley, Rector, Martyn Riddleston and Susannah Ashton, Church Wardens and Liz Featonby, Safeguarding Coordinator.² All references to the Trustee Group in this delegation are references to this smaller group of trustees.
2. The following responsibilities are delegated to the Safeguarding Coordinator and incumbent³
 - Responsibility for contacting the Diocesan Safeguarding Adviser (DSA), if they consider a safeguarding Serious Incident may have occurred and providing the DSA with any information required.
 - Responsibility for liaising with the DSA and reporting back to the Trustee Group on the management and reporting of the safeguarding Serious Incident by the DSA and the Diocesan Secretary (DS), including:
 - if the DSA and DS consider that the incident does NOT need to be reported to the Charity Commission, why this is the case;
 - whether the incident will be individually reported or included in the next bulk report;
 - approval of a draft report for a high-risk incident (i.e. one which will be individually reported);
 - providing the PCC's trustees with a copy of any safeguarding Serious Incident reports submitted to the Charity Commission by the Diocesan Secretary (DS) on behalf of the PCC.
3. The following responsibilities are delegated to the Diocesan Safeguarding Adviser and the Diocesan Secretary:
 - The DSA is responsible for deciding, in consultation with the DS, whether a safeguarding incident is sufficiently serious to be reported to the Charity Commission and, if so, whether it should be reported individually or included in the next bulk report.
 - The DSA is responsible for reporting back to the PCCSO on whether the incident is sufficiently serious to be reported to the Charity Commission and, if so, whether the incident is to be individually reported or included in the next bulk report. If an incident does NOT need to be reported to the Charity Commission, the DSA should provide the Safeguarding Coordinator with an explanation of this decision, so the Coordinator can report back to the Trustee Group.
 - The DSA is responsible for preparing the safeguarding Serious Incident Report. Where the report relates to a high-risk incident (i.e. one which is to be individually reported), the DSA is responsible for providing the draft report to the Safeguarding Coordinator for approval by the Trustee Group.
 - The DS is responsible for submitting safeguarding Serious Incident reports to the Charity Commission, on behalf of the PCC's trustees.
 - The DS is responsible for sending copies of any Serious Incident reports submitted to the Charity Commission to the National Safeguarding Team and the Safeguarding Coordinator.

¹ Delete if not registered with Charity Commission

² This group should be kept as small as possible and will mainly include people who would already know about the situation. The recommended roles to include are incumbent, Safeguarding Coordinator, and churchwardens.

³ These are the people named in the existing procedures for passing on information about disclosures and concerns. Where responsibilities are split between two Coordinators (ie for Children and Adults) this can be reflected in the resolution.