



Safe & Sound - No. 15 - July 2008

New Safeguarding Co-ordinator

A very warm welcome to Ms Suzanne Mitchell as she takes up the post of full-time Safeguarding Co-ordinator for the Diocese of Leeds, with effect from 1 August.

Suzanne is a registered social worker with more than 20 years experience of working within social care services. She joins the Safeguarding team after working with children and adults at Bradford Social Services, and earlier for the School and Community Team at Catholic Care in the Diocese.

She tells me that she is very much looking forward to starting her new role, and is especially keen to meet the parish reps and clergy, and to get to know them all.

We send grateful thanks to Fr John Kelly for all his work as Co-ordinator over the last two years and wish him a speedy recovery! And grateful thanks also to Lisa Markham, for stepping into the breach and doing a great job since January. She will continue to offer support for a while – thank you!

Those forms.....

The various forms that we use in support of the CRB Disclosures were all reworked last year and now carry the date **January 2008**.

Old forms are now no longer valid – so please use only forms dated **January 2008**. And **please also check that you are using the corrected versions of:**

ID Verification Form – front page – 'if one Group 1 doc is produced, then two others are needed from **either Group 1 or Group 2**.'

Confidential Declaration Forms A and B – no return address – one has now been added.

Confidential Declaration Form B – there was no room to indicate the parish and Deanery, but now there is.

If you spot any more errors, do please let me know, as gently as possible!

Admin leave

I shall shortly be taking an extended holiday for three weeks beginning Sunday 6 September – back here on Monday 29 September.

By that time Suzanne should be settled in and able to respond to your calls on **0113 2618 059** – but please continue to use the existing number (which is in my office) for all admin enquiries and for non-urgent matters for the time being.

New names.....

As from 1 July COPCA has now become **CSAS** – **Catholic Safeguarding Advisory Service**.

As from 1 August Suzanne Mitchell takes over from Fr John Kelly as the Diocesan Safeguarding Co-ordinator – see top left.

I will amend the forms to reflect these changes when I can, but forms showing the old names will be accepted indefinitely. That includes the official CRB application forms, although the CRB already show our new name on the completed Disclosures sent both to the volunteers and to us here in the office.

Outdated CDFs

Many parishes have volunteers who signed a CDF some time ago – up to five years, in some cases. Could reps please hurry those volunteers along or, if they are no longer active, tell me so that I can remove them from the database. I have sent out lists where appropriate.

How to check the progress of a CRB application....

If you know (a) the number of the CRB Disclosure form which an applicant used and (b) their date of birth, you (or the applicant) can track the progress of their application through the CRB System. The website at <http://www.crb.gov.uk/tracking> has a link below the photograph on the right. Click that, and the next screen invites you to enter the form number and date of birth, and then gives you the result.

If you didn't make a note of the form number, we can easily supply it; and if you don't have access to the internet we can do the checking for you – please just ask.

Independent Safeguarding Authority (ISA) - Newsletters

CSAS has now produced four bi-monthly newsletters on ISA themes. Their purpose is to keep us all informed about the new Authority and to explain its practical implications for all those working within the church.

Issue 1 in December described how the Authority has been developed from the Safeguarding Vulnerable Groups Act (2006), how it will integrate existing lists of those deemed unsuitable for working with children and vulnerable adults into one single list, and how anybody wishing to work with these groups must be registered with the Authority.

Issue 2 in February looked at the concept of 'barring', and gave details of the three 'barring routes'.

Issue 3 in April stressed the need for the Church to collate the names of all those involved in working with children and vulnerable adults, and listed the penalties the Church faces for not ensuring that all employees and volunteers are registered with the ISA. It also outlined the programme of road shows - we had one here in Leeds in June. The new date for the ISA start is now **12 October 2009**.

Issue 4 in June dealt with Frequently Asked Questions - about costs, timing, access, etc, and explained why **all those involved in the Church will have to have a new Disclosure before they can be registered with the ISA**. However, these new Disclosures will be phased over five years, will begin with those who were checked first in 2002, and simply replace the original CSAS plan of a new check every three years.

I must stress that these notes are just an indication of what the ISA Newsletters contain; CSAS have asked us not to dilute their message, to make all reps and clergy aware of what they say, and to make them available to anybody who wants them. All four issues (two pages each) can be downloaded from the Documents page of the CSAS website at <http://www.copca.org.uk>. If you want me to send you copies, just let me know; and there will be copies of all four (and the next issue) at the training session in October (see below). The ISA website is at www.isa.gov.uk.

Training Session – October 2008

We are hoping to have a 'short and sweet' training session on a Saturday in October, lasting just two and a half hours. Led by the new Co-ordinator Suzanne Mitchell, it will introduce the long-awaited CSAS Parish Pack, provide an update on the ISA, and offer the opportunity to ask questions and share experiences – and the emphasis will be very much on the practical side of the parish rep's role. The session will then be repeated in the afternoon. We hope that a half-day session such as this will allow many more reps to join us, and perhaps combine it with time in Leeds city centre. More details to follow as soon as they are available.

Many thanks to all reps for their continued support of the cause – and I know that a number of you still face opposition from the volunteers. Keep smiling!

Stephen Hanslip, 22 July 2008

Contact:

☎ 0113 2618 046

✉ safeguarding@dioceseofleeds.org.uk

📍 Safeguarding Office, Hinsley Hall, 62 Headingley Lane, Leeds, LS6 2BX