Community Watchmen Ministries (CWM)

Safeguarding Policy 2026-2027

Revision Date: September 2026 **Review Date: September 2027**

Contents

Contents 2

Details of your Organisation: 3

CWM Statement: Our Commitment to Safeguarding 4

Safeguarding Procedures: 8

Appendix A: Terminology 15

Appendix B: Statutory Definitions of Abuse: Children 16

Appendix C: Signs and Symptoms of Abuse: Children 20

Appendix D: Statutory definitions of abuse: Adult 25

Appendix E: Signs of possible abuse: Adult 28

Appendix F: Responding to Safeguarding Concerns: Children 32

Appendix G: Responding to Safeguarding Concerns: Adult 33

Appendix H: Incident Form: Children 34

Appendix J: Incident Form: Adult 36

Appendix K: Supporting Policy & Guidance 38

Details of your Organisation:

Name: Community Watchmen Ministries (CWM)

Email address: cwmprayer@me.com

Website: www.cwmprayer.com

Charity Number: 1101322

Insurance Company: AXA Insurance – Employers Liability & Public/Products Liability

Renewal Date: 18/11/27

The Local Safeguarding Partners:

Safeguarding Children Board (or equivalent) for protecting children and the Safeguarding Adult Board (or equivalent) for protecting adults - Need to be identify local contact details in the area, town, city or county where the person who is reporting the alleged abuse resides, specifically their place of residence and/or the place where the abuse took place which might be where CWM is ministering at that time.

CWM Statement: Our Commitment to Safeguarding

As the Leadership, we recognise the need to provide a safe and caring environment for children, young people and adults. While CWM does not specifically work with children it recognises that CWM is committed to protecting the welfare of children as they participate in CWM's services and/or activities. All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse. Adults who participate in CWM's services and/or activities should be enabled to live fulfilling and autonomous lives. The care and protection of children, young people and adults involved in CWM is the responsibility of the whole ministry. As a Leadership, we endeavour to create a safe environment for all.

We will review this statement and our policy and procedures annually.

The following statement was agreed by the Leadership team:

- We recognise that we all have a responsibility to help prevent the abuse and neglect of children and adults and to report any such abuse or neglect that we discover or suspect.
- We are committed to the safeguarding of children and adults and ensuring their well-being. We recognise that children and adults can be the victims of physical, sexual and emotional abuse, as well as financial and discriminatory abuse and other forms of harm such as exploitation and neglect.
- We endorse and adopt the policy, procedures and guidance set out in this safeguarding policy in accordance with governments' national legislation, statutory guidance and local safeguarding procedures.

Working with Safeguarding Authorities

- We recognise the role that the statutory safeguarding authorities (Social Services and the Police) have in investigating all suspicions and allegations or discovery of child abuse and the abuse of adults and will cooperate fully with all agencies to protect those at risk of harm or abuse:

- Children's Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there is a concern about a child.
- Adult Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse when concerned about the welfare of an adult.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- We will follow the requirements for UK legislation in relation to safeguarding children and adults and good practice recommendations.
- We will act in accordance with national and local safeguarding guidance such as laid out in Working Together to Safeguard Children 2023 and acknowledge that "safeguarding children is everyone's responsibility" and that "everyone who comes into contact with children and families has a role to play". We also recognise the six main principles of safeguarding in according to the Care Act: empowerment, prevention, protection, proportionality, partnerships and accountability.
- We will liaise with the local statutory safeguarding partnerships such as the Local Safeguarding Children Board (LSCB), Safeguarding Adult Board (SAB) or any other local safeguarding mechanisms.
- We are committed to building constructive links with statutory and voluntary agencies involved in safeguarding and sharing relevant information.

Promoting a Healthy Ministry Culture

- We respect the rights of children as described in the UN Convention on the Rights of the Child. We value and respect children and want to hear their voices.
- We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to "all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status".
- We understand the importance of creating a welcoming and inclusive, safe and healthy environment and are committed to ensuring that we meet the requirements of the Equality Act 2010, implementing all other relevant legislation as part of safeguarding.

- We recognise the personal dignity and rights of adults and will ensure all our policies and procedures and practice guidance reflect this.
- The Leadership has appointed a Safeguarding Coordinator and a Deputy Safeguarding Coordinator as points of reference, to act on all allegations or suspicions of abuse in reporting to the statutory safeguarding authorities. In our commitment to openness, should anyone have a concern that our Safeguarding Coordinator(s) have not dealt appropriately with a safeguarding concern we would encourage that person to make a direct referral to Social Services or the Police. Wherever possible, we encourage these roles to be fulfilled by individuals who are not the Leadership team (Best Practice). Couples or those in close familial relationships must not fulfil both the Safeguarding Coordinator and Deputy Safeguarding roles, except in extreme circumstances, to protect against issues relating to bias and conflict of interest.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery.

Commitment to those Serving Adults

- We commit to providing safeguarding awareness and training opportunities for all our volunteers and will regularly review the training needs. We will also support and monitor to all those who undertake work with children or adults, and those in positions of trust.
- We commit to providing Induction Training for all volunteers.
- We take seriously our responsibility for ensuring that everyone is safe in our care and that their dignity and rights are maintained.

Safeguarding Policy

- It is the expectation that all those working with children and with adults have access to the safeguarding policy and will have read it and agreed to fully adhere to the policy, procedures and practice guidelines, as a condition of continuing in their volunteer role.
- The safeguarding policy should be available in any venue where this ministry activity takes place.

In providing this detailed statement about safeguarding children and adults within our ministry or activity, including through social media and other electronic communication means, we hope to demonstrate our commitment to ensuring the safety of all. We endeavour to provide a healthy and safe culture where the welfare of the child, young person and adult is paramount.

Whilst recognising that the very nature of safeguarding means that we must respond to allegations both sensitively and confidentially, this does not mean secretively. We strive to be open, transparent and accountable. This means seeking advice and liaising with Social Services, Police and other agencies as necessary.

Signed by or on behalf of the Leadership Team:

Signature: 

Name: Susan J Sinclair

Designation: Director of CWM

Date of Signing: 12/9/26.

Safeguarding Procedures:

Safeguarding Awareness

Child abuse or abuse against an adult can be a difficult and complex issue to understand. A person may abuse or neglect by inflicting harm or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often, the abuser is known or is in a trusted relationship with the child or adult. Research shows that abuse can be perpetrated by males and females, by adults and by children, as well as those in positions of trust and authority. Sadly, people in such positions have misused their power and authority in faith ministries to abuse.

'Position of trust' is a legal term that refers to certain roles and settings where an adult has regular and direct contact with children. In 2022, changes to the law in England, Wales and Northern Ireland were made, extending the definition of 'positions of trust' to include faith group leaders. This refers to faith leaders in any capacity, including volunteers. It is against the law for someone in a position of trust to engage in sexual activity with a child in their care, even if that child is over the age of consent (16 or over).

The four main categories of child abuse are physical, emotional, sexual abuse and neglect. It is important to note that a child may be suffering from more than one form of abuse. Safeguarding professionals must assess if they need to intervene in order to protect a child and this is based on whether it is felt a child is suffering from, or likely to suffer from, significant harm. There are other forms of abuse (such as child sexual exploitation) which come under these four main headings when instigating a child protection plan.

The Domestic Abuse Act 2023 recognises the impact on a child who sees, hears, or experiences the effects of domestic abuse and treats them as victims of domestic abuse where they are related to or under parental responsibility of either the abuser or the abused. It is also recognised that young people can experience abuse in their relationships.

Adults need protection from physical, sexual, psychological (which includes emotional abuse) and neglect (including self-neglect) as well as financial, institutional, discriminatory abuse, modern slavery, trafficking and domestic violence.

Detailed definitions, signs, and symptoms of abuse, are included in the appendices.

Safeguarding Coordinators:

The Leadership have appointed a Safeguarding Coordinator and Deputy Safeguarding Coordinator(s) to respond to any safeguarding concern or suspicion of abuse. The Leadership fully supports them in their role of acting in the best interest of the child or adult and reporting to the statutory authorities all allegations or suspicions of abuse.

Responding to allegations or suspicions of abuse:

All safeguarding concerns should be immediately reported to the **Safeguarding Coordinator** or **Deputy Safeguarding Coordinator**. No one in receipt of a disclosure of abuse, or suspicion of abuse should investigate the matter.

They are to act as our Safeguarding Coordinator on behalf of CWM in dealing with any allegation or suspicion of abuse or neglect, including referring the matter on to the statutory authorities.

As a Leadership we have nominated:

Safeguarding Coordinator (Children & Adults):

Name: Rosemary Burden

Email: cwmprayer@me.com

In the absence of the **Safeguarding Coordinator** or is the subject of the allegation then the report should be made to:

Deputy Safeguarding Coordinator (Children & Adults):

Name: [redacted]

Email: cwmprayer@me.com

In the absence of the **Safeguarding Coordinator** or **Deputy Safeguarding Coordinator,** seek advice from a member of the Leadership Team, who will then follow the Safeguarding Procedure.

Where someone has passed information to the **Safeguarding Coordinator** or **Deputy Safeguarding Coordinator** and believe this has not been responded to appropriately, then they should make a direct referral to Social Services or the Police. As a Leadership team, we make this statement to demonstrate our commitment to Safeguarding children and adults.

Role of the Safeguarding Coordinator:

The **Safeguarding Coordinator** or **Deputy Safeguarding Coordinator** will collate and clarify the precise details of the allegation or suspicion of abuse and where abuse is suspected will pass this information onto the statutory authorities who have a legal duty to investigate.

Immediate Danger

Where concerned that a crime may have been committed or concerned about the immediate danger of a child or an adult then contact should be made to the Police dialling 999, or through making contact with the Police Child Protection Team.

1. Where the concern is about a Child, the Safeguarding Coordinator will contact:

Safeguarding Children Social Care Team – Need to be identify local contact details in the area, town, city or county where the person who is reporting the alleged abuse resides, specifically their place of residence and/or the place where the abuse took place which might be where CWM is ministering at that time.

2. Where the concern is about an Adult, the Safeguarding Coordinator will contact:

Safeguarding Adult Social Care Team – Need to be identify local contact details in the area, town, city or county where the person who is reporting the alleged abuse resides, specifically their place of residence and/or the place where the abuse took place which might be where CWM is ministering at that time.

3. Out of Hours - Where the concern is about both Children and Adults, the Safeguarding Coordinator will contact:

Emergency Safeguarding Duty Team - Need to be identify local contact details in the area, town, city or county where the person who is reporting the alleged abuse resides, specifically their place of residence and/or the place where the abuse took place which might be where CWM is ministering at that time.

Code of Conduct

As a Leadership team, we are committed to supporting all volunteers and ensuring they receive support and supervision. As part of their induction all volunteers will be issued with a Code of Conduct with respect to both their colleagues and those, we come in contact through the CWM ministry - children, young people and adults. All volunteers will agree to follow this Code of Conduct (Appendix K). It is important there is a culture of dignity and respect towards those in our care. This can be achieved by volunteers:

- Understanding our safeguarding policy and good working practice
- Listening to children, young people, and adults
- Respecting boundaries and the privacy of those being cared for
- Knowing how to deal with issues of discipline in line with our Code of Conduct & Disciplinary Policy (Appendix K)

Training

As a Leadership team, we commit to ensuring all volunteers will be provided with an appropriate Induction, Safeguarding training on a regular basis and given the opportunity to develop their skills so that they feel supported and valued in the work they undertake (Appendix K).

Confidentiality

Every effort should be made to ensure that confidentiality is preserved; this needs to be balanced with the need to protect a person who has been or is at risk of abuse. All those working with adults must be clear that it is not possible to keep information about suspected/actual abuse or criminal activity, confidential. To protect the adult at risk of harm or others at potential risk means that this will need to be reported to the **Safeguarding Coordinator.**

Self-determination and independence

Adults have a right to self-determination and independence. No one should be making decisions for anyone except in particular circumstances, where, for example, the mental capacity of the individual is impaired, where a crime is being committed, or where children may be harmed because of adults' inaction then the matter will need to be reported to the **Safeguarding Coordinator**. Sometimes an adult can put themselves in situations that others would judge to be inappropriate or abusive in the exercising of their own choice and autonomy. In such circumstances, when unsure of what actions to take, the **Safeguarding Coordinator** should seek advice from the Adult Social Services.

Responsibilities of Community Watchmen Ministries:

- Adopt and implement a safeguarding policy and related procedures and practice guidelines.
- Ensure that all those who are in a position of authority or trust have been provided with support, continuing education and supervision in undertaking their role.
- All CWM activity involving children outside of normal activities are agree and approved in advanced by Senior Leadership.
- Ensure a robust volunteer Code of Conduct is in place (Appendix K).
- Careful selection, training and supervision of volunteers.
- An enhanced volunteer Disciplinary Policy is in place. (Appendix K)
- All volunteer workers need to have undertaken Safeguarding Training on recruitment and at least once every two years thereafter, they should have been given a copy of CWM's Safeguarding Policy.
- Appoint a Safeguarding Coordinator and a Deputy Safeguarding Coordinator.
- Discuss safeguarding as an agenda item at leadership meetings.

The Safeguarding Coordinator should:

- Report all allegations, suspicions, or discovery of abuse to the statutory safeguarding authorities concerned with child protection and adult protection e.g., Children's Social Services, Adult Social Services, the police.
- Inform the Leadership about any safeguarding concern.

- Contact the leadership about any safeguarding matter that requires contact with CWM's insurers and/or may require reporting to the charity commission. This would include any allegations against volunteers, or injury to a person while under the care of the ministry or in any premises or any action or inaction that could cause reputational damage to the charity.
- Contact the statutory authorities where an allegation or suspicion of abuse involves a voluntary worker.
    - Where the worker is engaged in 'regulated activity', the Local Authority Designated Officer (LADO) [or similar person across UK] will need to be contacted.
    - Where a worker with children or adults is removed from regulated activity because of risk of harm, resigns or retires prior to dismissal, or is dismissed then a referral to the DBS (or Access NI, Disclosure Scotland) must be made for barring consideration. This also includes where a worker/volunteer has left their position because of actions outside of their role, which indicate they may not be suitable to work with vulnerable groups.
- Follow the guidance issued above, and additionally, report directly to the Charity Commission or equivalent charity regulator, where dealing with a safeguarding issue deemed to be a serious incident.