



## Safeguarding Policy for the Protection of Young People and Vulnerable Adults

### Background and Scope

The Company of Servers organises events for members and non-members. The Company's focus is on encouraging and training altar servers.

The Company's activities are defined as those organised by the officers in the name of the Company such as local chapter events and the national festival. Serving which takes place outside these events are not covered by this policy.

### Safeguarding

Safeguarding relates to the protection of the health, well-being and human rights of individuals, to allow people, especially children, young people and vulnerable adults, to live free from abuse, harm and neglect.

All members should have safeguarding in mind and treat others with respect. Of particular relevance to the Company is that safeguarding relates to vulnerable adults as well as children.

For Company events one of the local or national officers will be present and responsible for safeguarding. If not, the Chair will appoint someone suitable to fulfil this role.

Any children attending our events must be accompanied by a responsible adult.

Any individual attending an event who is subject to restrictions should provide details to the Secretary, who will liaise with the relevant Diocesan Safeguarding Team.

### Training

At least one officer in each chapter and one member of the Central Committee will receive suitable training on safeguarding matters; this will be refreshed as appropriate. The local chapter and Central Committee will retain evidence of this training. The current level of training regarded as suitable is C0 & C1.

Suitable training can be obtained from the local Diocese. Alternatively, there are on-line courses available such as that accessible through The Church of England's National Safeguarding Training Portal.

### Raising Concerns

Any concerns at the local chapter level should be addressed to the safeguarding officer for that chapter. The Secretary General is the Central Committee's safeguarding officer and

any concerns at national events or not dealt with at a local level should be raised with him. In his absence, or if the concerns relate to the Secretary General, the matter should be raised with any of the Central Committee.

If the young or vulnerable person is still in danger then the police should be notified immediately by dialling 999

This policy complements those of dioceses and individual parishes.

### Handling Allegations or Incidents

In the event of an allegation or incident, the safeguarding officer or other responsible officer will refer the matter as soon as possible to the relevant Diocesan safeguarding team.

In the handling of safeguarding issues, those involved must ensure any information is kept confidential in line with the handling of sensitive data under data protection legislation.

### Contacts

Local chapter contacts can be found [here](#).

The Central Committee Safeguarding Officer can be contacted [here](#).

### Revision and approval

The policy will be kept under continuous review to ensure its relevance and compliance with the law.

Any amendments to this policy require the approval of the Central Committee before being adopted.

Last Updated: July 2022

Approved at a Central Committee meeting held on 16 July 2022