

# **Churches' Ministerial Counselling Service**

## **Safeguarding Policy**

### **Safeguarding principles**

The Churches Ministerial Counselling Service ("the Service" or "CMCS") exists to provide confidential support to ministers and adults in their immediate household, through short term professional counselling.

Everyone has different levels of vulnerability at different stages of their lives. We acknowledge that at their time of usage of this service and for the purpose of this policy, ministers and their families will/could be considered as adults at risk. This is the terminology we will use throughout this policy.

Safeguarding is the action that is taken to prevent abuse and harm to adults at risk. As a means of promoting a safer culture, the Service will:

- promote the welfare of adults at risk
- value, listen to and respect adults who may be vulnerable
- encourage best practice for working with adults, respecting and setting appropriate boundaries
- work to prevent abuse from occurring
- seek to protect and respond well to those that have been abused
- share safeguarding guidance and practices in all our publicity

We will also take care to identify where a person may pose a risk to others, and offer support to them whilst taking steps to mitigate such risks.

### **Legislation framework**

We will adhere to the legislation guidance and recognised good practice relevant to data protection, complaints and grievance procedures.

### **Purpose and aim of the policy**

The purpose of this policy is to set out the main principles to protect adults at risk who receive the services of CMCS and for those who provide a service, with the principles that guide our approach to safeguarding.

### **Equality statement**

We are firmly committed to the prevention of any anti-discriminatory practices. This includes types of harassment or insults because of someone's race, gender or gender identity, age, disability, sexual orientation or religion.

### **Scope of policy**

This policy covers ministers and their families who use this Service.

This policy applies to all counsellors, area coordinators, administration and members of the CMCS Steering Group that have contact with adults at risk in the course of their work with the Service.

All accredited counsellors working with the Service will be registered with the appropriate professional governing body and adhere to their safeguarding and professional principles.

We recognise that all adults at risk regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identify have the right to equal protection from all types of harm or abuse

We will ensure that:-

- we carefully select and train those with responsibilities for providing a service,
- record and store information professionally and securely
- use our safeguarding procedures to share concerns and relevant information with agencies who need to know
- provide the appropriate advice and information if abuse or a safeguarding issue is recorded
- those affected by abuse find appropriate informed help and safety
- if abuse or a safeguarding concern is raised, make the necessary report to the designated safeguarding officer and appropriate governing body if applicable to take the matter forward.

We are committed to reviewing our policy and good practice annually.

*Adopted by the Steering Group, 11 June 2018*