

**Diocese of Canterbury**  
**Child Protection Management Group**  
**Parish Child Protection Coordinators**

## **1. Introduction**

The House of Bishops' child protection policy *Protecting all God's children* states that each parish should "appoint a coordinator to work with the incumbent and the PCC to implement policy and procedures". This report summaries the response of the diocese of Canterbury to this requirement.

## **2. Diocesan policy regarding Parish Child Protection Coordinators**

The diocese has endorsed the requirement that parishes should appoint a Parish Child Protection Coordinator (PCPC). The Diocesan Child Protection Guidelines *Protecting Children from harm* state:

"The Bishop **expects** every parish to appoint a Parish Child Protection Coordinator. This person will be the key link between the diocese and the parish concerning child protection matters. She/he will have an overview of all parish activities involving children and young people and will monitor the implementation of diocesan guidance."

The Guidelines provide a job description, a copy of which can be found at:  
<http://www.canterbury.anglican.org/childprotection/annexec.htm> for ease of reference.

## **3. Database of PCPCs**

A database of PCPCs is maintained at Diocesan House. This records the name and contact details of the PCPC for each parish, together with information about the training they have received. Parishes are asked to advise Anne Iles, or one of her team at Diocesan House, of any change of PCPC, or of any change in the PCPC's contact details.

## **4. Support for PCPCs**

The diocese has a range of mechanisms in place to assist, develop and support PCPCs in their work.

### **4.1 Induction process**

The Diocesan Child Protection Advisers (hereafter abbreviated to "Advisers") send to each PCPC on appointment a welcome letter and information pack. The pack contains, inter alia, a copy of the Guidelines and of the Practice Guidance Notes drawn up by the Advisers.

This is followed up by a call from one of the Advisers, encouraging them to contact the Advisers as necessary and assuring them of support.

PCPCs are also offered a link with an experienced PCPC who can act as a mentor in the initial months of their appointment.

#### **4.2 Newsletter**

The Advisers issue to PCPCs and parishes a quarterly Newsletter, which provides a means of bringing to their attention matters such as training events, practice developments and new items posted on the website.

#### **4.3 Child Protection Website**

The Diocesan Guidelines are supplemented by a child protection section on the diocesan website ([www.canterbury.anglican.org/childprotection](http://www.canterbury.anglican.org/childprotection)). While this is accessible to all, it is of particular value to PCPCs. It contains a range of information, including a link to the House of Bishops' child protection policy, the Diocesan Guidelines, Practice Guidance Notes and Frequently Asked Questions. The website provides a simple mechanism for issuing additional information and guidance as the need arises. Diocesan House can provide hard copies of items to any PCPC who does not have access to the internet.

#### **4.4 Annual Conference**

Each year the Advisers arrange a conference for PCPCs. This provides them with an opportunity to meet one another and to discuss a topic of central importance to their role.

#### **4.5 Training**

In line with the Child Protection Management Group's training strategy, basic training is provided for PCPCs. This enables PCPCs to understand child protection matters and to learn what action to take if there is concern about a child protection issue. It also provides an introduction to national and diocesan policy, procedures and practice guidance and to the management of child protection issues in the parish.

In addition, the Advisers keep under review any additional training PCPCs may need in order to be able to fulfil their role effectively. Training needs form part of the Advisers' discussions with newly appointed PCPCs.

#### **4.6 Support from the Advisers**

The Advisers recognise that a key part of their work is to advise, assist and support PCPCs, particularly when they are dealing with a challenging incident in their parish. PCPCs are actively encouraged to seek help from the Advisers.

### **5. Parish Child Protection Coordinators and Parish Disclosure Officers**

Parish Disclosure Officers (PDOs) have a role which is quite distinct from that of PCPCs and more focussed. PDOs are appointed by the Parochial Church Council to liaise with Diocesan House regarding the administrative aspects of the process of obtaining Disclosures from the Criminal Records Bureau. Though the roles are distinct, many parishes in fact appoint the same person to both posts.

### **6. Future developments**

PCPCs are volunteers who have very different levels of knowledge and experience of child protection matters. The Advisers keep under review the various arrangements which have been put in place to assist, develop and support these volunteers so that they can offer an effective service to their parishes and find satisfaction in their work.

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