

SAFEGUARDING

This document describes the safeguarding arrangements for teaching ringing at Holy Trinity Darlington other than that carried out solely by members of the Holy Trinity band. In other words, this document describes the arrangements for external teaching.

1. The external teaching of ringers will be carried out under the auspices of the Durham and Newcastle Diocesan Association of Church Bell Ringers (the D&N). The D&N management committee has given its approval and support for teaching at Holy Trinity by members of the D&N.
2. The Holy Trinity Parish Safeguarding Policy applies, which also means that the Durham Diocesan Safeguarding Policy applies. The procedures which follow are intended to be in addition to the parish policy, and are not intended to derogate from it in any way. A copy of this document will be kept in the ringing room at Holy Trinity.
3. One teacher will be nominated as safeguarding officer.
4. The teaching safeguarding officer will maintain contact with the Holy Trinity Parish Safeguarding Officer, to establish communication.
5. All teachers will be required to read both the Holy Trinity safeguarding policy and the Durham Diocesan Safeguarding Policy.
6. All teachers will undertake Basic Awareness training.
7. The safeguarding officer will be required to undertake Foundation training as a minimum.
8. All teachers will be DBS cleared either through their own church or, if necessary, through Holy Trinity.
9. The teaching safeguarding officer will inspect DBS certificates annually and record that they have been checked.
10. No person who is considered to present a risk to the safety or well being of a child or vulnerable adult will be permitted to teach.
11. In the event that a safeguarding issue arises, the Diocesan Safeguarding Officer and the Parish Safeguarding Officer will be informed. Procedures set out in the Holy Trinity and the Diocesan safeguarding policy will be followed.
12. An up to date first aid kit will be kept in the tower.
13. An information sheet will be produced and provided (either hard copy or electronically) to all those who are interested in learning to ring, setting out what they can expect and also including a copy of this document. The sheet will explain that, other than in exceptional

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circumstances, there should be no need for physical contact between teacher and trainee other than the teacher's hand to the trainee's hand and lower arm.

14. The Central Council of Church Bell Ringers parental consent form will be used for all those under 18 who wish to learn to ring.
15. Two adults (minimum) will be present whenever teaching is taking place.
16. A register will be kept of all teaching sessions, recording who is present.
17. Where the trainee is under 18, a parent/guardian will be present at the first teaching session. If the parent/guardian wishes to attend any or all subsequent teaching sessions they may of course do so. Discussions will take place with the parent/guardian regarding arrangements to ensure the safety of any who are under 18. Wherever possible an adult of each gender will be present when under 18s are being taught.
18. If the church building is otherwise unattended, it will be locked while teaching is taking place (unless the teachers are directed to do otherwise).
19. Trainees may be taken to see the bells. Under 18s will be accompanied by a parent/guardian.
20. Photographs and/or videos of a trainees may be taking for the purposes of instruction (eg to demonstrate an aspect of bell handling which needs addressing) but only with the specific consent of the trainee/parent/guardian. Photos or video will not be used for any publicity purposes or shared via social media without the written consent of the trainee/parent/guardian.
21. Provided the trainee/parent/guardian consents, contact information may be shared with the Learning the Ropes scheme run by the Association of Ringing Teachers (a national scheme split into 5 levels which enables trainee ringers and teachers to track progress).

C H Enzor

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