# **Appendix 3 – Template Interim Safeguarding Agreement**

Using the information from the Initial Case Summary, an Interim Safeguarding Agreement is drawn up if deemed appropriate based on the level of concern assessed. The purpose of an Interim Safeguarding Agreement is primarily to safeguard children, young people and/or vulnerable adults, and manage the risks identified but it should also include support for the respondent. As a minimum, an Interim Safeguarding Agreement must include the restrictions that have been put in place regarding:

* Status of public ministry/position of office
* Contact with children, young people and/or vulnerable adults
* Residency
* Monitoring requirements

This is template agreement only and should be adapted to suit the needs of individual cases, for example, this same template will be used for agreements with members of clergy and their diocesan bishop, church officers and their employer/supervisor/ the Incumbent of the parish in which they are working and can be adapted for use with a member of the church congregation known to present a safeguarding risk.

**Example Interim Safeguarding Agreement**

Agreement between: (Diocesan Bishop) and (Respondent).

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| --- | --- |
| Respondents Details: Name:DOB:Age:Role in Church i.e. ordained etc.:Address:Contact details (telephone / email): |  |

**Information and confidentiality**

The following people have been made aware of the contents of this agreement, and will act as the ‘reference group’ in supporting (Respondent) and in helping to ensure that the agreement is practiced and reviewed regularly:

*
*

These people are bound by confidentiality not to discuss the content of this agreement, details of the respondent, or of the allegation with anyone outside of this ‘reference group’.

In addition, the following people have received a copy of this agreement:

* ........................ *(Archdeacon);*
* ............ *(Management of Sex Offenders and Violent Offenders (MOSOVO) unit - Police);*
* *............................ (National Probation Service - NPS);*
* *………………… (Diocesan Safeguarding Adviser - DSA).*

The Church (parish or diocese) may contact statutory agencies (Police, NPS/CRC, Children or Adult Services) for advice or information, and will share any concerns or information concerning (Respondent) thought to be relevant.

**Safe Behaviour –** Please note these are examples of what might be included, this is not a definitive list and includes examples which might relate to the specific conditions imposed under statutory supervision processes as well as examples of what the Church may impose as expected parameters of conduct. The conditions and the wording of the conditions are individual to each case.

This written agreement sets out the parameters of the expected conduct which have been established to ensure the on-going safeguarding of children, young people and/or vulnerable adults.

The above-named person of this agreement will:

* not seek out or engage with children or young people under the age of 18 years either individually or in groups, in the Church or before or after the services, or make any contact with children or young people outside of the Church;
* avoid being alone with children, young people and/or vulnerable adults (delete as appropriate) and take responsibility for behaving appropriately and removing themselves immediately from any situations unforeseen or otherwise where this position may be compromised;
* not attend any events at Churches in parishes, including social functions, or accept invitations to homes of people with children or young people under 18 years, without the prior express permission in writing of ................;
* not accept any positions of authority or responsibility or duties of any kind in the parish, nor any work, paid or voluntary, with children or young people under 18 years;
* inform the DSA / link person if you are planning to attend another Church;
* inform the DSA / link person of any time planned or unplanned where there will be cause to stay overnight away from his/her address.

**Support offered**:

I have asked \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to act as your link person. Their role is to:

* Keep you informed of the process of the case;
* Help direct you to counselling and support;
* Record the dates and times that they have met or been in contact with you. They will report this to the DSA. Should any safeguarding concern(s) arise during the meetings you have with the link person, the link person will report the issue(s) to the DSA.

The Link Person will not:

* Act as your counsellor
* Act as your Spiritual Guide
* Manage or have access to your case file
* Act as your advocate

I, (Respondent) accept / decline (delete as appropriate) the support of the Link Person.

**Monitoring arrangements**

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| --- |
| Who monitorsFrequency of monitoring contactsConsultation with statutory agenciesInformation sharing |

**Review of Interim Plan**

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| --- |
| This agreement will be reviewed by members of the Reference Group, in consultation with the DSA and the Police, initially by .................., and then at regular intervals, at least annually. If this agreement is broken, the Church in consultation with the DSA and the Police, will make decisions about ......’s further involvement in the Church. In the event of.................... moving to another Church, the Diocese will endeavour to pass information about them and the safeguarding action which has been taken to the new diocese. This information will be shared between the DSAs of the dioceses involved.  |

**Signed and dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Respondent**

**Signed and dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Diocesan Bishop**

**Signed and dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DSA**