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|  | Consideration Point | Activity required/position | Completion date | Status |
|  | How well is the lone policy working? | We will audit the impact of the policy by   * Ensuring all staff who need to be aware of the policy and adhere to it are familiar with it using team briefing sessions, supervision and further training if required * Asking for feedback from those whom the policy relates to * Review the policy’s impact * Refresh the policy is required | March 2021 |  |
|  | Has the Cathedral environment been systematically risk assessed? | This has been completed and the assessment will be reviewed by the COO with support from the CSA on a 6 monthly basis | Ongoing |  |
|  | How can the Cathedral make sure that the training on dealing with difficult people is delivered to those who would benefit from it? | We are in the process of commissioning this training and its delivery schedule | December 2020 |  |
|  | What should the Cathedral do to make sure that the safeguarding policies of organisations that rent space are compatible with those of the Cathedral? | We routinely ask all services using Cathedral premises, or organisations visiting the Cathedral, to confirm if they are adhering to their own safeguarding policies, and if so, for a copy of it, or to confirm they are adhering to our safeguarding policies. We are also reviewing our hire agreements and discussing with visiting organisations to ensure that information about persons who may pose a risk is shared so we can ensure mirror safeguarding arrangements are in place prior to the visit | Ongoing |  |
|  | What can the Cathedral do to be sure that all activities that involve children are adequately risk-assessed and safely organised? | We have ensured that all activities involving children have been risk assessed either by the CSA or reviewed by the CSA once completed. We have scheduled a review of all risk assessments on a 6 monthly basis | Ongoing |  |
|  | How can the Cathedral clarify the management of the choristers when they are not singing and the expectations of the lower voices and chaperones towards the choristers? | We are developing handbooks for all members of the choir with input from the choir members and choir members/parents. We have also clarified boundaries of chaperones and management structures for the Lay Clerks | August 31st 2020 |  |
|  | How can teachers and choristers be better safeguarded during individual lessons? | A risk assessment has been developed and this is being subjected to a period of consultation. | March 31st 2020 |  |
|  | How satisfied is the Cathedral that the current level of social activity within the choir and music department, which also involves parents, is conducive to developing a robust and transparent culture of safeguarding? | This currently being considered by the CSMG and choir members/parents. | August 31st 2020 |  |
|  | How can safeguarding practice in the bell tower be brought up to the level of the best? | This is currently being considered with the Tower Captain, COO and CSA | August 31st 2020 |  |
|  | How might the Cathedral promote the formal reporting of safeguarding incidents in order to be confident that a culture of collective care and vigilance is becoming embedded across the Cathedral? | This is routinely discussed in team briefings and safeguarding is now a standing item on all team/Cathedral meeting agendas. We have developed a process to ensure that the number of incidents, and reporters, are tracked on a quarterly basis. The CSA also reviews the incidents on a monthly basis to ensure that potential safeguarding concerns that may have been missed during triage can be appropriately and proportionately addressed. Where the CSA provides IAG, these incidents are recorded on the electronic recording system so repeat can be reviewed by the CSA, escalated to the COO and appropriate action taken. | Ongoing |  |
|  | How might the Cathedral work with the CSA and the Diocese to optimise the quality and relevance of the various levels of safeguarding training and assess its impact? | The current CSA is the Asst DSA and so this is routinely discussed on a frequent basis with the DSA and Diocese Safeguarding Trainer. The DSMG is developing also considering how it can quality assure the training and assess its impact | TBC by DSMG |  |
|  | And how can training be tracked more effectively? | The Cathedral has a tracking system in place so that refresh training required is flagged on training records and progressed administratively | Completed |  |
|  | How might the development and delivery of a strategic plan for safeguarding training be used to help the Cathedral promote its approach to safeguarding and achieve its aim of embedding an enduring culture of safeguarding in all parts of Cathedral? | This is being considered by DSMG | TBC by DSMG |  |
|  | How can the Cathedral be sure that Safer Recruitment is followed across all relevant recruiting activity? | We are undertaking a review of HR files and are developing processes to ensure that Safer Recruitment to support groups and Cathedral activity is simplified and followed | December 2020 |  |
|  | How might the Cathedral make its safeguarding policies and procedures more accessible to those who wish to access them? | Our safeguarding policies and procedures are published on our website. | Completed |  |
|  | How might the management and supervision arrangements for the CSA be clarified to ensure that the professional needs of the CSA are met and the Dean receives appropriate reports from the CSA on the health of safeguarding across the Cathedral? | We are currently undertaking recruitment and this be considered further once appointments have been made. Our intention is to link this to the review of the existing memo of understanding that the Cathedral has agreed with the Diocese with support from DSMG | December 2020 |  |
|  | What are the Cathedral’s ambitions in terms of Quality Assurance and measuring the impact of change and how could it develop its Quality Assurance system? | This is currently being considered by Chapter and CSMG | TBC |  |
|  | How can the website be adapted so that the Whistleblowing Policy can be searched for? | We are developing a Whistle Blowing policy for wider use than staff. Once completed, this will be accessible on our website | March 31st 2021 |  |
|  | Should CSMG be chaired independently? | We are currently undertaking recruitment and this be considered further once appointments have been made. Meanwhile, we are developing a role description for this role | TBC |  |
|  | Would a wider membership of CSMG support the building of a safeguarding culture? | This has been considered by CSMG and the membership is now reflective and proportionate to a smaller Cathedral’s operating structures | Completed |  |
|  | What changes do the Dean and Chapter need to make in order to ensure that there is clear strategic leadership of the different elements of safeguarding – i.e. operational (safer recruitment, training, DBS), promoting the safety of children, vulnerable adults and overseeing pastoral care, and the management of sexual offenders – supported by strong operational leadership and processes? | This is currently being considered by the Dean, Chapter and CSMG. Once the changes have been agreed we will reflect this in our internal safeguarding action plan and ensure we reflect the update in this document with expected dates for completion. | TBC |  |
|  | What additional actions do the Dean and Chapter need to take in order to promote further the embedding of a safeguarding culture across the entire Cathedral community? | This is currently being considered by the Dean, Chapter and CSMG. Once the actions have been agreed we will reflect this in our internal safeguarding action plan and ensure we reflect the update in this document with expected dates for completion. | TBC |  |