

Westminster Abbey Safeguarding Responsibilities

Safeguarding is a shared responsibility and most effectively undertaken when all are working within their clear roles and responsibilities. Specific safeguarding responsibilities are exercised within the Abbey Church and its ancillary buildings/grounds, including Westminster Abbey Choir School and St Margaret's Church. Specified safeguarding personnel (see below) hold particular responsibilities for the implementation of safeguarding policy and practice.

DEAN AND CHAPTER OF WESTMINSTER RESPONSIBILITIES

The Dean and Chapter hold ultimate responsibility for safeguarding policy and its implementation across Westminster Abbey, St Margaret's Church, Westminster Abbey Choir School and the Abbey's ancillary buildings and grounds. Taking account of General Synod guidance and best practice identified by the National Safeguarding Team in Church House the Dean and Chapter has:

- incorporated the principles of the House of Bishops' safeguarding children policy (Protecting All God's Children, 2010) and safeguarding adults policy (Promoting a Safe Church, 2006) into its policies and procedures
- provided a structure to manage safeguarding across the Abbey
- established a Safeguarding Reference Group (SRG) with an independent chair to coordinate the strategic development of safeguarding within the Abbey
- appointed an Abbey Safeguarding Officer to coordinate the operational management of all aspects of safeguarding and work to the national guidance above and the national Practice Guidance: Responding to Serious Safeguarding Situations and Risk Assessment for Individuals who may Pose Risk to Children or Adults
- provided a code of 'Safer Working Practice' for all in the Abbey to follow
- ensured safeguarding training and development opportunities are available to all

WESTMINSTER ABBEY CHOIR SCHOOL GOVERNING BODY RESPONSIBILITIES

The Governing Body of Westminster Abbey Choir School has responsibility for ensuring that the school's safeguarding policy is up to date, conforms to all legal requirements and is being effectively implemented. It appoints one of its number (the **Nominated Governor**) to oversee this aspect of the school's life. The Governing Body comprises the Dean and Chapter and a number of suitably qualified lay members.

ST MARGARET'S CHURCH RESPONSIBILITIES

On behalf of the Dean and Chapter, the Rector of St Margaret's Church exercises oversight of all Abbey safeguarding policy and its implementation in St Margaret's Church. The Rector is supported in this work by the lay Church Safeguarding Co-ordinator (CSC) at St Margaret's Church.

Roles in safeguarding children, young people, and vulnerable adults

Brief details of the principal safeguarding roles undertaken within Westminster Abbey are given below.

DEAN AND CHAPTER SAFEGUARDING LEAD (D&CSL)

On behalf of the Dean and Chapter, the D&CSL (Canon Steward) exercises general oversight of all safeguarding policy and its implementation across Westminster Abbey, St Margaret's Church, Westminster Abbey Choir School and the Abbey's ancillary buildings and grounds. The D&CSL works closely with the Abbey Safeguarding Officer, the Designated Safeguarding Lead at Westminster Abbey Choir School, and the Rector of St Margaret's to ensure that consistent and up-to-date standards and implementation of safeguarding policy and practice are in place at all times.

ABBEY SAFEGUARDING OFFICER (ASO)

The ASO is responsible for ensuring that Abbey safeguarding policy and procedures are up-to-date, and are being effectively implemented through the provision of specialist advice, support, training and monitoring. The ASO is responsible for the co-ordination of any concerns about a child, young person or vulnerable adult, or the behaviour of an adult working with vulnerable groups. The ASO's role is to ensure that these are reported appropriately both to the statutory agencies and to the Dean and Chapter. The ASO works closely with the Abbey Safeguarding Adviser and the D&CSL to ensure excellent communications concerning safeguarding are maintained within and beyond the Abbey.

DEPUTY ABBEY SAFEGUARDING OFFICER (DASO)

The DASO deputises for the ASO in his/her absence, fulfilling the functions outlined above.

DESIGNATED SAFEGUARDING LEAD, WESTMINSTER ABBEY CHOIR SCHOOL (DSL)

The Westminster Abbey Choir School DSL fulfils all the legal and pastoral functions of a boarding school Designated Safeguarding Lead, including ensuring that the WACS safeguarding policy is always up-to-date and is being effectively implemented. The DSL is responsible for the co-ordination of any concerns about a child, young person or vulnerable adult, or the behaviour of an adult working with vulnerable groups within the school. The DSL's role is to ensure that these are reported appropriately to the statutory agencies and Governors. The DSL works closely with the ASO and the D&CSL to ensure excellent communications concerning safeguarding are maintained within and beyond Westminster Abbey Choir School and Westminster Abbey.

DEPUTY DESIGNATED SAFEGUARDING LEAD, WESTMINSTER ABBEY CHOIR SCHOOL (DDSL)

The DDSL deputises for the DSL in his/her absence, fulfilling the functions outlined above.

ST MARGARET'S CHURCH SAFEGUARDING CO-ORDINATOR (CSC)

The St Margaret's CSC is a member of the St Margaret's congregation who attends, at least once a year, the St Margaret's Congregational Forum to discuss matters pertaining to safeguarding at St Margaret's. The CSC oversees the implementation of the Westminster Abbey Safeguarding policy, together with its associated policies,

procedures and guidelines in St Margaret's. The CSC is responsible for ensuring that all allegations or suspicions of abuse are taken seriously and are reported appropriately and without delay to the ASO, to the Rector of St Margaret's (who will inform the Dean and Chapter) and to the statutory authorities.

THE ABBEY SAFEGUARDING ADVISER (ASA)

Professional safeguarding advice is provided, as necessary, to those fulfilling the safeguarding roles listed above, by one or more named members of the London Diocesan Safeguarding team.

THE SAFEGUARDING REFERENCE GROUP (SRG)

The core role of the SRG and its independent chair is to provide objective, independent scrutiny, test and challenge of the safeguarding practice of Westminster Abbey, St Margaret's Church and the Choir School. Members of the SRG will raise awareness on safeguarding and promote the Dean and Chapter's commitment and ability to provide safe environments for children and adults at risk in all areas of the Abbey's work.

Who's who

Dean and Chapter Safeguarding Lead	The Canon Steward The Reverend Anthony Ball The Chapter Office 20 Dean's Yard London, SW1P 3PA Tel: 020 7654 4806 Email: anthony.ball@westminster-abbey.org
Abbey Safeguarding Officer	The Head of Human Resources Ms Helen Averill The Chapter Office 20 Dean's Yard London, SW1P 3PA Tel: 020 7654 4863 Email: helen.averill@westminster-abbey.org
Deputy Abbey Safeguarding Officer	The Head of Education Ms Laura Arends The Chapter Office 20 Dean's Yard London, SW1P 3PA Tel: 020 7654 4964 Email: laura.arends@westminster-abbey.org
Designated Safeguarding Lead, Westminster Abbey Choir School	The Headmaster Mr Jonathan Milton The Chapter Office 20 Dean's Yard London, SW1P 3PA Tel: 020 7654 4917 Email: jonathan.milton@westminster-abbey.org

St Margaret's Church
Safeguarding Co-ordinator

Vacant, responsibilities undertaken by
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The Abbey Safeguarding Advisor

The Diocese of London Safeguarding Advisor
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