



# Southwell Minster

*The Cathedral and Parish Church  
of the Blessed Virgin Mary*

Mrs Vicky Thorpe

Safeguarding Coordinator



Contact via Minster Centre Tel: 01636 817285

If not open via Vergers' Vestry Tel: 01636 817290

email: [safeguarding@southwellminster.org.uk](mailto:safeguarding@southwellminster.org.uk)

## What to do if . . .

You have concerns about possible abuse (including allegations):

1. In an emergency, respond immediately
2. Consult the person to whom you are responsible i.e. leader of your group
3. Decide together whether to seek advice or to make an immediate referral
4. Keep a record of what happened, your concerns and your actions
5. Tell your safeguarding coordinator
6. Only tell others who need to know

Any suspicion or disclosure of abuse should in the first instance be reported to the Named Person (Safeguarding Coordinator Mrs Vicky Thorpe email: [safeguarding@southwellminster.org.uk](mailto:safeguarding@southwellminster.org.uk) or via Minster Centre or Vestry) If not available contact either the Canon in Residence or Chief Officer . Where appropriate, the named person will seek advice from the Diocesan Safeguarding Team.

## Things to remember . . .

- ❖ Treat everyone with respect, setting a positive example for others
- ❖ Respect personal space and privacy
- ❖ Ensure another adult is present or within sight or hearing of any activity
- ❖ Ensure any actions cannot be misinterpreted by someone else
- ❖ Challenge unacceptable behaviour
- ❖ Do not put anyone, including yourself in a vulnerable or compromising situation
- ❖ Do not have inappropriate physical or verbal contact with others
- ❖ You must not keep allegations or suspected abuse secret

We are working with the Diocese on Safeguarding policy and practice.

The Safeguarding Team is based at: Jubilee House 28 Westgate, Southwell NG25 0JH

Diocesan Safeguarding Advisor is Julian Hodgson

They can be contacted Tel: 01636 817200 Jubilee House email: [safeguarding@southwell.anglican.org](mailto:safeguarding@southwell.anglican.org)

## A child, young person or adult wishes to disclose they have been abused:

1. Listen, keep listening. Do not question or investigate
2. Do not promise confidentiality; tell them we need to share this
3. Assure them they are not to blame
4. Tell them what you are going to do and that they will be told what happens
5. Make careful notes of what is said, record dates, times, events and when you are told
6. Report it to the person to whom you are responsible and your vicar or safeguarding coordinator
7. Only tell those who need to know

### Other contact numbers & resources:

- ❖ County Children's & Adult Social Care: 0300 500 8080/ out of hours 0300 456 4546
- ❖ City Social Care:- Children: 0115 876 4800/0115 876 5600 Adult: 0115 476 1000 (out of hours 0300 131 0300)
- ❖ Children and Families Direct: 0115 876 4800
- ❖ Police: Emergency 999 Non-emergency 101

### Further Support:

- ❖ NSPCC – For adults concerned about a child 0808 800 5000
- ❖ Childline – For children and young people on 0800 1111
- ❖ Action on Elder Abuse helpline 0808 808 8141
- ❖ 24-hour National Domestic Violence Helpline 0808 2000 247
- ❖ NAPAC – Offer support and advice to adult survivors of childhood abuse 0808 801 0331
- ❖ Stop It Now – preventing child sex abuse 0808 1000 900
- ❖ Cruse – bereavement helpline 0808 808 1677

### DBS for the Diocese:

- ❖ Gill Wahlers [gill.wahlers@southwell.anglican.org](mailto:gill.wahlers@southwell.anglican.org)

- ❖ *Safeguarding information can also be found on the Diocese of Southwell and Nottingham website.*

### Useful resources :

[www.nspcc.org.uk](http://www.nspcc.org.uk)  
[www.stopitnow.org.uk](http://www.stopitnow.org.uk)  
[www.womensaid.org.uk](http://www.womensaid.org.uk)  
[www.restoredrelationships.org](http://www.restoredrelationships.org)  
[www.ceop.police.uk](http://www.ceop.police.uk)  
[www.elderabuse.org.uk](http://www.elderabuse.org.uk)  
[www.scie.org.uk](http://www.scie.org.uk)  
[www.ageuk.org.uk](http://www.ageuk.org.uk)  
[www.barnardos.org.uk](http://www.barnardos.org.uk)  
[www.spiritualabuse.com](http://www.spiritualabuse.com)  
[www.modernslavery.co.uk](http://www.modernslavery.co.uk)

