

Parish Safeguarding Officers

Parish Safeguarding Officers support their parish priest's leadership of Safeguarding by assisting the promotion, administration and monitoring of Safeguarding procedures and activities. Please introduce yourself to your Parish Safeguarding Officer/s or speak to your parish priest if you are interested in this role. Prior experience is an advantage but not necessary.

Parish Safeguarding Officers are required to:

- * Support and advise on Safeguarding issues and maintain Safeguarding as a visible priority
- * Engage with all members of the parish to ensure information is available and understood
- * Complete Safeguarding Induction, Form 2 Handbook & Code of Conduct Declaration and hold current Working With Children Check
- * Maintain church worker Declaration and WWCC records
- * Receive and respond to concerns and report these to the parish priest, Diocesan Safeguarding Coordinator and/or other authorities as required
- * Assist with proactive measures to acknowledge and involve children and adults of the parish
- * Meet statutory requirements of Safeguarding

Parish Safeguarding Officers should be:

- * A regular member of the parish who can be approached if a person wishes to report a concern or make a disclosure
- * Committed to safeguarding children and adults from all cultural backgrounds and abilities
- * Knowledgeable and confident to enact diocesan and civil safeguarding policies and procedures
- * Able to participate in Safeguarding induction and ongoing training and information sessions.
- * A holder of a current *Working With Children Check*



Enquiries can be directed to your Parish Priest, Parish Safeguarding Officer or the Diocesan Safeguarding Coordinator:

[Aidan Mitchell](#)

T: 0408 018 682 / (08) 9192 1060

E: Safeguarding@broomediocese.org

A: 13 Barker St / PO Box 76 Broome WA 6725

www.broomediocese.org/safeguarding



Diocese of Broome Safeguarding

***Providing safety, love and hope for all
people of the Diocese of Broome***



Diocese of Broome Safeguarding is based on the belief that children, young people and adults of the Church have a right to physical and psychological safety. Every member of our church community has a role to play in achieving these aims and is invited to contribute to Safeguarding activities.

Release 24/07/2020

Background

Over recent years there has been increasing recognition of the existence of child abuse and adult misconduct in institutional and organisational settings. Greater attention is now being paid to how Church entities ensure *all people* with whom they are in contact are kept safe from physical, sexual and psychological harm.

Safeguarding is led by parish priests and assisted by Parish Safeguarding Officers under the direction of the Diocesan Safeguarding Coordinator. It is supported by the Archdiocese of Perth Safeguarding Office and based on the *10 National Catholic Safeguarding Standards*:

1. Committed leadership, governance and culture
2. Children and adults are safe, informed and participate
3. Partnering with families, carers and communities
4. Equity is promoted and diversity is respected
5. Robust human resource management
6. Effective complaints management
7. Ongoing education and training
8. Safe physical and online environments
9. Continuous improvement
10. Policies and procedures support the safety of children and adults

(<https://www.cpsltd.org.au/safe-church/national-catholic-safeguarding-standards/>)

Safeguarding has its origins in the Towards Healing principles and guidelines (2010), Recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse (2017) and is reflected in the Diocese of Broome's Mission Statement with specific regard to justice and reconciliation. Diocese of Broome Safeguarding procedures apply equally to situations of child or adult misconduct or abuse.

Commitment Statement

The Diocese of Broome is committed to providing safe and secure environments for its children and adults and its leaders, employees and volunteers. Safeguarding strategies are guided by the National Catholic Safeguarding Standards, are subject to independent audit and feedback is welcome for continual improvement.

Aim of Safeguarding

To collectively safeguard the welfare of children and adults of the Diocese of Broome through a best-practice framework of policies, procedures and proactive initiatives.

Everyone Has a Responsibility in Safeguarding

Acknowledging that effective Safeguarding measures are a collective responsibility of parish and community members, all people are invited to actively contribute to the aim of Safeguarding. Suggestions for improvement, engaging others in Safeguarding awareness and taking up practical Safeguarding roles are welcome.

Suggested responsibilities include:

Parents: Talk to your children about safe behaviours; Maintain supervision of your children; Listen to them

Children: Include other children in activities; Have a buddy and be a buddy; Know your 'Trusted Adults'

Teenagers: Assist smaller children in activities; Be a listening friend; If you see something, say something

Visitors: Introduce yourself to the Parish Safeguarding Officer; Be familiar with Safeguarding procedures

Church Volunteers: Observe Safeguarding procedures in all roles; Be confident to report a child or adult-related concern if necessary.

Adults: Know who your children are with; Be aware of adult-to-adult misconduct; Report misconduct involving a child or adult as per the Reporting Procedure opposite.



Reporting Procedure

If a child or adult is in immediate danger, call:
Police - 000 or Child Protection and Family Support (24hrs): 9193 8400 (West Kimberley)
9168 0333 (East Kimberley)

Diocese of Broome Safeguarding Reporting
Reports of concerns or complaints, either current or historical, can be made by a child or adult and will be dealt with in a supportive and sensitive manner.

Reports can be made to the Parish Safeguarding Officer and/or Parish Priest or directly to the Diocesan Safeguarding Coordinator via contact details on this flyer.

Importantly:

- 1) **Reports can be made in any format** - in person, verbal, written, phone, email or post.
- 2) **Absolute confidentiality cannot be guaranteed** as reports may be further directed to relevant authorities.

A written record of the complaint will be made using the following Diocesan report forms:
Form 3 - Child Concern Referral, or
Form 17 - Safeguarding Incident Report Form
<http://broomedioocese.org/safeguarding/>

A copy of the form including actions taken will be given to the complainant. If concerns remain, complainants may contact the Diocesan Safeguarding Coordinator (if not already notified) or the Archdiocese of Perth Safeguarding Office:

Archdiocese of Perth - Director of Safeguarding:
tel: (08) 9221 7762
email: safeguarding@perthcatholic.org.au