

Responding Well – District Safeguarding Flowchart

- This procedure is for all churches in the Lincolnshire Methodist District from **September 1st 2026**;
- This procedure relates to concerns about children and adults, their families and/or church officers and Ministers;
- It also should be used by Pastoral Visitors, Local preachers, Local Church Pastors and all paid lay roles;

Concern (even if a just niggle) about...

"Doing nothing is not an option"

Help and Support

Those in a role may have a concern. It is more about the general well-being of someone rather than abuse:

EARLY HELP IS BEST EVEN IF THINGS ARE UNCLEAR.

- Gather information – you may be able to resolve things quickly;
- Record on District Safeguarding Responding Well form;
- If more help or advice needed:

PASS TO: Church/Circuit Safeguarding Officer or Minister/Deacon, Pastoral Co-ordinator if not a Minister

- Talk it through;
- Ensure there are no current risks;
- Consider the best ways of helping or responding if necessary;
- Use local contacts and/or local services

PASS TO: Superintendent or Minister

Offer help as appropriate. Often necessary because a Pastoral visit by the Minister or Super may help to gather information and get an up to date picture

Regional Officer for Safeguarding (ROS)

07758 239286

To be contacted if appropriate for extra help, knowledge of available resources or assistance in contacting

Harm or Risk - people's safety

Concern suggests someone has been harmed, is likely to be harmed or it feels they are not safe in some way.

EARLY RESPONSES ARE BEST EVEN IF THE CONCERNS REMAIN UNCLEAR OR UNCERTAIN.

- Gather information if possible – **Do Not Investigate!!!**
- Pass on immediately to any of those listed in the next box;
- Ensure no-one is left unsafe;
- If urgent and serious contact emergency services, i.e. social care /police.

PASS BY PHONE TO: Church or Circuit Safeguarding Officer, PV co-ordinator if not a Minister, Minister/Deacon or Superintendent or straight to ROS if no-one can be contacted:

These people **MUST** listen to the concerns and ensure action is taken or advice is sought. As full a picture should be obtained but don't delay in responding if matters are urgent. Check individuals and others are safe.

Record the concerns on the Responding Well District Safeguarding Form as soon as possible **BUT** taking action is more important than filling in the form.

PASS BY PHONE TO: ROS

07758 239286

- When advice is needed
- Must be contacted for any allegations of abuse
- And/or when external agencies need to become involved

Anyone in a role – no matter what that role is.

Concerns about the behaviour, attitude, conduct of someone in a role of any kind:

PASS BY PHONE AND immediately to Minister or Superintendent

(If Minister/ Deacon or Superintendent is source of concern inform District Chair who will contact ROS)

Minister, Superintendent or District Chair MUST

Consider the nature of the concern. If it is of a safeguarding nature, discuss with ROS without delay.

PASS BY PHONE TO:

ROS

07758 239286

Must be informed as per National and Local policy

Advice will be given about next steps, what to record and ROS or Chair will be the necessary link with Connexional Safeguarding Team