

SAFERChurch

Pastoral Care: Policy and Procedure

Parish of Passenham with Deanshanger with Old Stratford and Puxley

This Policy and Procedure was adopted
at a Parochial Church Council meeting held on 30th March 2023

Signed

*Every member of the Pastoral Support Team
will agree to abide by this policy.*

It will be reviewed annually, accepted and written in the minutes of the PCC.

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1. Safeguarding Children and Adults Policy reference
2. Accountability, Scene setting, confidentiality, administration and boundaries

Introduction

Mission Statement of the Pastoral Visiting Team 2023

Our Mission is to help anyone in our Churches and in our local communities by 'listening, responding, praying and providing caring support' according to the example of Jesus as in John 10 vs 10b – 11 and within the principles and practices of Holy Trinity Safeguarding Policy.

March 2023

The pastoral visiting policy is a short document designed to inform and keep all parties safe. Two sections from the Holy Trinity Church Deanshanger Safeguarding Policy will be included here, followed by a short paragraph on accountability, scene setting, confidentiality, administration and boundary management.

The Holy Trinity Church, Deanshanger, Safeguarding Policy must be upheld by all pastoral visitors, with special reference to sections 6 & 12 of the Safeguarding Policy as detailed below:

Safer Recruitment

- All church workers with children and adults will complete and sign an application form and confidential declaration.
- Written references and identification will be required and will be carefully checked.
- A criminal disclosure will be required in relation to all eligible roles
- All church workers with children and adults will be interviewed in relation to a role/job description or person specification.
- After appointment support and training will be offered.

Visiting adults who may be vulnerable, in their homes (including residential homes)

Church workers will always complete an assessment of risk before visiting someone in their own home. They will always carry a mobile phone on a home visit, and ensure that someone knows where they are and when they are expected to return. They will always call by appointment and carry identification. Where our workers need to refer the person to another agency we will talk this through with the vulnerable adult, seeking his/her permission before passing on personal information. Our workers will always endeavour to be clear about what behaviour from the vulnerable adults is acceptable and what is not.

In addition to the Holy Trinity Church Deanshanger Safeguarding Policy, pastoral visitors will visit in pairs on the first visit to a person(s) who is unknown to the pastoral team or church.

A full copy of the Holy Trinity Deanshanger Safeguarding Policy can be found at:
<https://www.htdchurch.org>

Accountability

The Pastoral visitors will be responsible for their own actions, accountable to the incumbent and act in accordance with the example given by Jesus as reflected in the Holy Trinity Church, Deanshangers mission statement.

Scene setting

On the first visit the pastoral visitor(s) will gain an understanding of the hopes and expectations of the person they are visiting. It must be made clear to the visited person(s) the nature of confidentiality that the pastoral visitor operates within, as well as the boundaries, administration, and how they can complain if they are unhappy in any way with the service that the pastoral team offers. The pastoral visitors need to be realistic in the visits that they offer enabling them to honour their promises to the people that they visit.

Confidentiality

Pastoral visitors will inform the people that they visit that we cannot promise confidentiality if we are made aware of the risk of abuse, or witness abuse to the people that are being visited, or to the pastoral visitors themselves.

With permission from the people being visited we will share key information as required within the pastoral visiting team. The information shared will enable other team members to support in prayer and to visit if required. The information shared will be a 'need to know' basis only, always discreet and respectful.

Administration

A list of the people who are being visited will be kept by the pastoral team, an up-to-date copy will be shared with the incumbent.

This list will have minimum details of the persons preferred contact details, if appropriate, key details of the visit will be bullet pointed. If the pastoral visitor encounters a distressing situation, eg a need to call emergency services, the pastoral visitor should write a short, un opinionated, factual account of the incident. The incident must be shared with the incumbent or church leader in their absence. All records must be kept responsibly, the pastoral visitors taking responsibility for their own notes safe keeping.

Boundaries

The pastoral visitors will be aware of their own limitations and with the person being visited permission, seek advice. The pastoral visitors will need to know how to seek advice.

As previously stated, the visitor will need to be realistic in the time that can be offered and keep themselves safe. If after the first visit, all parties are comfortable and in agreement, subsequent visits can be undertaken alone and always in keeping with the ***Visiting adults who may be vulnerable, in their homes (including residential homes)*** section of the Safeguarding Policy as detailed above.