



New Wine Safeguarding Policy May 2025

To be read in conjunction with:

NW Practice Guidelines & Training Resources 2025

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Policy Statement

New Wine is a Registered Charity, with its aim being to release Spirit-filled disciples through the local Church.

Mission Statement

New Wine (NW) recognises the importance of ministry to children, young people, and adults and its responsibility to protect and safeguard the welfare of the vulnerable in our communities. NW believes that safeguarding is central to our Gospel Mission and should be integral to all aspects of our work with children, young people and adults who are entrusted to NW's care at the various events that NW puts on throughout the year.

This Policy and the accompanying Procedures apply to all activities associated with NW and include all children, young people, or adults, whether as members of the NW Staff, volunteers making part of a team, delegates including contractors connected to events run by NW. In line with the Children Act 1989 and the notes of guidance on safeguarding children, the terms 'child' or 'children' applies to all those under the age of 18.

This Policy and the accompanying Procedures apply to all adults who need protection, whether or not they have a recognised vulnerability, as defined under the Care Act 2014 and its accompanying guidance. NW acknowledges that any adult may be vulnerable from time to time or consider themselves vulnerable at a particular time. NW acknowledges that crucial to any assessment of harm is knowledge and sensitivity to racial, cultural, and gender, religious aspects, with consideration that differences exist not only between ethnic groups but also within the same ethnic group and between different neighbourhoods and social classes. While different practices must be factored in, it is also important to remember that all children and adults in need of protection have basic human rights. Differences in culture, child-rearing or care practices or religious persuasion do not justify abuse.

As part of its mission, NW is committed to:

- Valuing, listening to and respecting children, young people and adults, as well as promoting their welfare and protection.
- Safe recruitment, oversight, and training for all who encounter children, young people, and adults.
- Adopting a procedure for dealing with concerns about possible abuse.
- Encouraging, supporting, and empowering individuals, parents, and carers.
- Supporting all those affected either directly or indirectly by abuse.
- Maintaining good links and sharing relevant information with statutory agencies and other organisations.

New Wine Safeguarding Policy

NW recognises the need to provide a safe and caring environment for all, but this is especially important for the most vulnerable in our communities. NW has therefore adopted the procedures set out in this document (hereafter “The Policy”) to help all those engaging with children, young people, and adults. The Policy applies equally to children and young people who are working for, or volunteering across the wider NW network and events and situations where Team members are mixed age. All forms of abuse are associated with the misuse of power and the absence of a relationship built on mutual respect. NW accepts that abuse to others may be perpetrated by organisations as well as individuals where they fail to act in a manner that promotes the welfare and protection of others. NW also recognises the need to build constructive links with statutory and voluntary agencies involved in the protection of children and adults in order to achieve the highest standards in safeguarding.

All Team members must accept that the welfare of the child, young person or vulnerable adult is paramount, and that safeguarding is everyone’s responsibility. NW’s aim is for all those who have direct contact with children, young people, and adults in need of protection to have completed an enhanced records check in accordance with the guidelines produced by the Disclosure and Barring Service (DBS). NW is committed to ongoing safeguarding training for all children/youth workers and those who minister to adults. In addition, staff and those in the leadership community are required to be Safely Recruited. NW will review annually the operational guidelines to ensure they comply with changes to legislation and good practice guidance issued nationally.

NW also undertakes to follow the principles found within the Abuse of Trust guidance issued by the Home Office, and it is therefore unacceptable for those in a position of trust to engage in any behaviour which might allow a sexual or inappropriate relationship to develop for as long as the position of trust continues.

NW acknowledges that if any safeguarding concerns are identified, it will cooperate fully with statutory agencies, including the appropriate Local Authority Designated Officer (LADO) and the Diocese Safeguarding Officer, or those responsible for investigating all safeguarding matters. When a safeguarding concern is brought to NW’s attention, a record of the concern will be documented and retained in accordance with national guidance on safeguarding record retention.

Policy Ownership

NW recognises that where workers from other churches/organisations are joining a NW event, there is a need for clarity regarding safeguarding because churches/organisations have their own policies and procedures. It is expected that all participating people recognise that NW's Safeguarding Policy, as outlined in this document, will take precedence, and the Designated Safeguarding Lead will be available for consultation regarding any safeguarding matters.

In addition, where a person is working/volunteering within a NW network church under the umbrella of NW in its broadest e.g. the NY Discipleship Year, the safeguarding policies should agree with each other and recognise that the NW central team have a role to play in any allegation or disciplinary investigation.

This policy will be reviewed annually by the New Wine Trustees.

Signature	<i>P. Goldring</i>
Print Name	Pete Goldring
Position	Director of Operations
Date	07/05/2025

Section 1 - Safeguarding Structure

Introduction

The protection and safety of those who are vulnerable is central to our Gospel Message of serving and responding to those in need. Children and adults in need of protection are amongst the most vulnerable as they are often without a voice or powerless to act on their own. In drawing up these procedures and practice guidelines for working with children and adults, New Wine (NW) has referred to statutory guidance such as Working Together 2018, Care Act Guidance 2014, Safe from Harm and other accompanying guidance to legislation relating to safeguarding. Full references are available in Chapter 6.

Key Definitions

Child or Young Person: Anyone under the age of 18 years is legally defined as a child. Therefore, throughout these procedures, the terms child and children are used to cover all those under the age of 18 years.

Adults in need of protection: in line with the Care Act 2014, NW recognises that we should use the generic term “Adult” and not label some as vulnerable.

The adult safeguarding duties under the Care Act 2014 apply to an adult, aged 18 or over, who:

- has needs for care and support (whether the local authority is meeting any of those needs)
- is experiencing, or at risk of, abuse or neglect, and because of those care and support needs,
- is unable to protect themselves from either the risk of or the experience of abuse or neglect.

Care and support are the mixture of practical, financial, and emotional support for adults who need extra help to manage their lives and be independent - including older people, people with a disability or long-term illness, people with mental health problems, and carers. Care and support include the assessment of people's needs, the provision of services and the allocation of funds to enable a person to purchase their own care and support. It could include a care home, home care, personal assistants, day services, or the provision of aids and adaptation.

Key Personnel

The Trustee board has overall responsibility for safeguarding at New Wine; this is delegated to the Director of Operations (Pete Goldring) and the Designated Safeguarding Lead (Lucy Parker) and Jon Needham (external consultant). Together they are responsible for implementing the Safeguarding Policy and responding to concerns. All concerns can also be reported via email to safeguarding@new-wine.org.

New Wine Designated Safeguarding Lead (DSL)

The role of the DSL is to ensure the safety and well-being of children, young people, and adults in need of protection who are involved with New Wine as delegates, volunteers, or employees. This includes:

- Developing, implementing, and reviewing New Wine's safeguarding policies and procedures.
- Overseeing training and development of all New Wine employees and volunteers.
- Reviewing all disclosures relating to a child, young person, or adult.
- Ensure all matters needing referral have been reported to meet mandatory reporting requirements as they develop.
- Storing and retaining child and adult protection records following New Wine's policies and procedures.

Children's and Adult Safeguarding Leads at all New Wine national/regional events and gatherings.

The roles of the Children's and Adult Safeguarding Leads include:

- Establishing contact with the DSL, Thirtyone:eight plus other key statutory agencies and organisations as appropriate.
- Ensuring that Safeguarding Policy and procedures are followed at event.
- Maintaining accurate records relating to any safeguarding concerns that emerge at an NW event and provide the DSL with a report within two weeks of an NW event.
- Be involved in the development and delivery of appropriate safeguarding training.

Section 2 – Recruitment and Management of Workers

Safer Recruitment Process

- All employees and volunteers must complete an application form, providing details of referees.
- NW reserves the right to make any character checks it feels are necessary.
- Team whose role requires a DBS check (basic or enhanced) will be asked to complete a self-declaration form, as well as whether they have ever been subject to criminal or civil proceedings and whether they have caused harm to children or adults in their care or put them at risk. (This allows an applicant to withdraw from the recruitment process before confidential details are shared with NW.)
- Those who wish to proceed and who need a DBS check will not be allowed to take up their role until a satisfactory certificate is seen by NW. Every effort will be made to obtain a completed DBS check before an event, but for team members whose DBS check has not been completed, they will be required to work under supervision and will be clearly identified. All volunteers and staff members will be encouraged to sign up for the DBS Update Service.
- All information received concerning criminal record checks will be kept securely and destroyed in accordance with the DBS guidelines.
- A check with records held by NW may be undertaken, and a discussion held with DSL and the Children's or Adult Safeguarding Leads about a person's suitability to be on Team.
- Where previous concerns have been noted, a Confidential Alert will be completed and retained by the DSL.
- Those wanting to assist with special needs delegates must be over 18 years or closely supervised and supported and will have an enhanced DBS certificate [DBS forms part of our recruitment and selection process, but we take steps to ensure we are not *just* reliant on the results]

Disclosure and Barring Checks

The DBS provides voluntary agencies with additional information to help assess the suitability of a potential worker. The DBS in England and Wales enables organisations to check information held on the Police National Computer (PNC), local police records and, where appropriate, confidential lists held of those who have been barred from working with children and/or adults. The information supplied by the DBS is treated in the strictest of confidence and only disclosed to others within NW where it is needed to protect children or adults.

Young Team

- Young leaders (under 18s) will complete a young person's application form, and we follow safer recruitment guidelines.

- Where this is agreed upon, the young leader will be supported and their work monitored so that they are not placed in a position of undertaking any duties which they are not fully equipped to complete well.
- Team members under 18 must be the responsibility of a named adult on site
- Young Team should never be in a position to provide unsupervised care of children.
- DBS checks will not normally be required and cannot be completed for anyone under the age of 16 years.
- As a rule, the volunteers are accepted from the age of 14 years onwards.
- Consideration will be made to the work schedule of young team members with the expectation that they will work lesser 'shift patterns' to volunteers over the age of 18 years.
- There will be occasions where young team members are part of the core team/leadership of provision e.g. Boulder Gang or Luminosity. In these situations:
 - Mentorship, support and spiritual guidance should be in place.
 - Membership of core team comms such as WhatsApp are permitted with parental consent, communications are to the whole team and not 1:1.
 - Participation in Zoom/Teams calls are permitted with parental consent.

Support, Oversight & Training

NW will ensure all Team members working with children or adults are appointed, trained, supported and supervised in accordance with the principles set out in government guidelines, the DBS, and general good practice guidelines on the safe recruitment of staff.

Removal from team

The decision to remove someone from Team on the grounds of Safeguarding must be made by the Safeguarding Lead for the event. The decision will be made following a discussion with the Ministry Lead the Children's or Youth Ministry but the final decision rests with the DSL.

Where a member of the Team has been removed from Team duties due to their behaviour, they will immediately hand in their Team t-shirt and lanyard/name badge as applicable. The options available are staying on site as a delegate with fees incurred or transferring to a different team (Safeguarding dependent).

A report will be completed by the Safeguarding Lead and sent to the DSL as soon as possible – safeguarding@new-wine.org. The report will be retained by the NW Office for future reference.

Where their conduct brings into question their suitability to work with children or adults, advice can be obtained from Thirtyone:eight as a referral may need to be made to the DBS Authority to consider whether the individual should be barred. If the matter has been referred to a statutory agency, the NW DSL must be the one to make the referral.

Removal from site

The decision to remove someone from the site must be made by the New Wine Executive in conjunction with the Chief Steward & Safeguarding Lead. The following actions will be taken:

- Immediate removal from site, though this may be delayed depending on the time of day.
- no refund will be offered.
- referral to police will be considered and, if necessary, completed by a New Wine Police Liaison Officer.

Section 3 – Operational Policy

Known Offenders and those assessed as posing a risk or potential risk to others

Where a blemished DBS application is identified through the recruitment process, a risk assessment should be completed by the DSL and Ministry Lead for the relevant provision to establish the level of risk and a decision made of their suitability for Team. This will be treated as confidential information and only shared with agencies as required.

Where an application is declined on safeguarding grounds, the reasons should be explained to the applicant (and backed up in writing) by the NW DSL. NW will retain a record of any decision made for future reference in accordance with the record retention policy and the individual will be flagged on the NW database.

A delegate who is a Registered Sex Offender (RSO) who wishes to attend must meet certain criteria as outlined in New Wine's Practice Guidelines. If an RSO is identified at the event, then the DSL, Adult Safeguarding Lead, Director of Operations and Chief Steward should be notified immediately. This also applies to any delegate who is subject to an ongoing allegation or investigation.

Prayer Ministry

Praying with delegates is an important part of New Wine's ministry, but we acknowledge that this can be an area of concern if guidelines are not followed. Details on how to pray safely and appropriately can be found in our Practice Guide and Training Resources.

Because of the additional recruitment checks and training requirements for events that include children's or youth provision, or those delegates that require the 'Access' venues only volunteers who have fulfilled the additional recruitment checks will pray with these delegates. This includes the main summer festival and the other events such as worship nights or Reset events throughout the year.

Section 4 - Responding to Concerns or Allegations of Abuse

Recording Notes

The worker/volunteer should make notes within as soon as possible of the child or adult making a disclosure. The following should be recorded on the electronic system:

- Date, time, and location of when you received the disclosure
- What they say (using their words)
- When they said it
- What you said in reply
- What was happening immediately beforehand (e.g., a description of the activity)
- Whether they have told anyone else

Any additional hand-written notes, even if subsequently typed, should be kept securely and passed to the Children's or Adult Safeguarding Lead as soon as possible.

Specific Actions Checklist

Under no circumstances should any Team carry out their own investigation into an allegation or suspicion of abuse. Some information may need to be gathered so that those responsible for investigating can do their role, but this should only be gathered with the agreement of the person responsible for safeguarding at the time. Therefore, the person in receipt of safeguarding information will do the following:

- Ask questions to clarify facts only – do not ask leading questions.
- When the child or adult has finished telling you their account, reassure them that they were right to tell you and that you have taken what they said seriously. Tell them what it is that you intend to do next. Keep them informed of your actions.
- In the absence of a Children's or Adult Safeguarding Lead, or if the suspicions in any way involve the Children's or Adult Safeguarding Lead, then the report should be made to the New Wine DSL (safeguarding@new-wine.org)
- If the suspicion involves all the aforementioned, please contact New Wine's Director of Operations (Pete Goldring) or Thirtyone:eight.
- Suspicions must not be discussed with anyone other than those nominated above and the Team Leader (if appropriate).

It is, of course, the right of any individual as a citizen to make a direct referral to a child or adult protection agency or seek advice from Thirtyone:eight. If the individual with the concern feels that their concern has not been responded to appropriately, or where they have a disagreement with the Children's or Adult Safeguarding Lead as to the appropriateness of a referral, they are free to either contact the DSL or an outside agency direct.

Allegations of Sexual Abuse

In the event of allegations or suspicions of sexual abuse of a child, the Safeguarding Leads will:

- Notify the NW DSL to keep them informed.
- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protected Team direct. This will be in the locality of the event, and on their advice, we may contact the Children's Social Services where the delegate resides. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by Thirtyone:eight. If, for any reason, they are unsure whether to contact Children's Social Services/ Police. All advice given must be confirmed in writing for future reference.
- If the information suggests the perpetrator came onto the site, the Police and the DSL must be informed immediately as well as the Chief Steward, Head of National Events and Director of Operations.

If an accusation is made against a worker (volunteer or paid member of staff) who works with children, then, in addition to following the relevant procedure outlined above, the Safeguarding Leads must:

- Inform the Police and the DSL immediately to facilitate removal from the site if appropriate.
- Make a referral to the Local Authority Designated Officer (LADO), whose function is to handle all allegations against adults who work with children and young people, whether in a paid or voluntary capacity.
- For the NW DSL to make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

Allegations of Abuse

If information suggests that a child may have been the victim of physical injury, neglect, or emotional abuse, the Safeguarding Leads will:

- Contact Children's Social Services or Thirtyone:eight for advice in all cases of deliberate injury if they are concerned about a child or adult's immediate safety or if a child or adult is afraid to return home.
- **NOT** inform parents or carers unless advised to do so, having contacted Children's Social Services.
- Seek medical help if needed urgently, informing the medical team of any suspicions.
- For concerns such as poor parenting or the level of care provided, with the agreement of the parents/ guardians, support will be negotiated through their local church or service. Where a parent/ guardian refuses this approach, this may indicate a further risk of harm, and necessary steps should be taken.
- Where the parent/carer is unwilling to seek help, contact Thirtyone:eight for advice and to decide whether to refer the matter to the Local Authorities.

- Where advice is obtained from Thirtyone:eight, confirm their advice in writing, and it is important that any advice given is followed. If a decision is made not to follow the advice that has been given, then the reason for not doing so must be clearly recorded and retained for future reference and passed to the New Wine Designated Safeguarding Lead as soon as possible.

If information suggests that an adult in need of protection has been the victim of physical, sexual, organisational, financial, discriminatory or domestic abuse, neglect, self-neglect, forced marriage or modern slavery, the Safeguarding Leads will:

- Contact the Adult Social Care Team responsible under the Care Act 2014 to investigate allegations of abuse. Alternatively, Thirtyone:eight can be contacted for advice.
- If the adult is in immediate danger or has sustained serious injury, contact the Emergency Services, informing them of any suspicions.

If there are allegations of abuse against a person who works with adults with care and support needs, the Safeguarding Leads will:

- Inform the Police and the DSL immediately to facilitate removal from the site.
- Liaise with Adult Social Services to take further action
- Make a referral to the DBS following the advice of Adult Social Services.

The Care Act places the duty upon Adult Social Services to investigate situations of harm to adults with care and support needs. This may result in a range of options, including action against the person or organisation causing harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not New Wine or the sending church.

Support for those affected by abuse

Dealing with an allegation of abuse can be distressing for the survivor, the Team member dealing with the disclosure or concern, the alleged perpetrator and the families and friends of both the survivor and the alleged perpetrators. It can even raise personal issues for those not directly involved in the process.

If abuse is disclosed, NW recommends that those persons affected by a particular incident should seek the comfort and support of prayer ministry. This support will generally be from the region the perpetrator lives in. For the immediate survivors and any alleged perpetrators, NW will offer a named person to be their point of contact and support for the duration of the event. The named person should be identified in conjunction with the individual concerned as they may or may not prefer to have someone already known to them. The named person will not be told the details of the concern or allegation but will need some information to

provide appropriate support. If individuals would prefer to discuss matters outside of the NW structures, available resources can be obtained by contacting Thirtyone:eight.

Referrals and Third-Party Allegations

Where a third party alleges abuse towards a child or adult, the role of the Safeguarding Lead is to gather as much information as possible from this person. They should be advised that even where they believe the matter has already been investigated, the information they have provided will be shared with the relevant Safeguarding Leads and may result in a referral to the Police and/or Local Authority Social Care Department with their details. This is so that the Local Authority Social Care Department can contact them if necessary. Otherwise, the process is the same as direct allegations of abuse.

Section 5 - Procedures for Reporting, Recording, and Monitoring Low-Level Concerns

Purpose

The purpose of this section is to clearly outline the organisation's approach to identifying, reporting, recording, and monitoring low-level concerns in accordance with best practices. This is integral to fostering a robust safeguarding culture that prioritises the safety and well-being of all individuals involved in our activities.

Definition and Examples of Low-Level Concerns

A low-level concern is defined as any concern—no matter how small—that an individual's behaviour towards a volunteer, delegate or member of staff may be inconsistent with New Wine's culture or values and may indicate a need for additional support, training, or monitoring. These concerns do not meet the threshold for statutory intervention but are critical to address as part of our proactive safeguarding approach.

Examples of Low-Level Concerns

Examples of low-level concerns include, but are not limited to:

- Failing to act on and refer the early signs of abuse and neglect.
- Poor record keeping.
- Failing to listen to concerned individuals through the referral systems in place.
- Failing to re-assess concerns when situations do not improve.
- Not sharing information with the right people when requested from an appropriate member of staff.

- Sharing information too slowly.
- A lack of challenge to those who appear not to be taking action.
- Behaviour that is inconsistent with the Staff Culture Code, and New Wine Values, including inappropriate conduct outside of work.
- Behaviour that does not meet the harm threshold or is otherwise not serious enough to consider a referral to the Local Authority Designated Officer (LADO).

Examples of such behaviour could include, but are not limited to:

- Being overly friendly with delegates, staff, or those volunteering.
- Having favourites.
- Engaging with a delegates, staff, or those volunteering on a one-to-one basis in a secluded area or behind a closed door.
- Humiliation techniques
- 'Gaslighting' techniques

Reporting Low-Level Concerns

All referrals are taken seriously at New Wine, where we have 3 ways to report a disclosure. All reports should include as much detail as possible and be submitted via the following mechanisms:

1. QR Referral Form: Scan and use the QR Referral Form at any New Wine event. This will similarly be triaged and acted on by the Safeguarding Team.
2. Verbal Reporting: Share concerns directly with the Designated Safeguarding Lead (DSL) or Deputy DSL via telephone call.
3. Written Reporting: Send an email to safeguarding@new-wine.org that will be triaged as a 'low level concern'.

The safeguarding team will maintain a confidential, secure, and centralised register of all concerns, including low-level concerns.

The record will be reviewed regularly by the safeguarding team to identify patterns or recurring issues.

Monitoring and Oversight

1. Regular Review: The safeguarding team will meet weekly to review all recorded concerns. This ensures timely intervention and enables the identification of potential trends.

2. Escalation Procedures: If a low-level concern escalates to a more serious issue, the DSL will initiate the appropriate safeguarding procedures, including notifying statutory authorities where required.

Implementation of Procedures for Low-Level Concerns

A. Reporting Flowchart

1. Concern Identified
 - Individual notes behaviour or incident.
2. Initial Report
 - Submit concern via QR Form, verbal or written methods to the DSL.
3. DSL Assessment
 - DSL evaluates the concern and determines the appropriate response.
4. Recording
 - Concern logged in the low-level concern register.
5. Follow-Up Action
 - DSL initiates follow-up, including feedback to the reporting individual if appropriate.

By implementing these procedures and tools, the safeguarding policy ensures clarity, accountability, and alignment with the highest safeguarding standards.

Resources - Useful Addresses and Telephone Numbers

Thirtyone:eight

Helpline: 0845 120 4551

E-Mail: info@Thirtyone:eight.co.uk

Website: <http://www.thirtyoneeight.org>

NSPCC

Child Protection 24-hour Helpline: 0808 800 500

Website: www.nspcc.org.uk

National Early Years Network

Email: info@neyn.org.uk

Kids Clubs Network

Telephone: 0207 512 2112

Website: www.kidsclubs.com

ChildLine

Telephone: 0207 239 1000

Website: www.childline.org.uk

24-hour helpline for children: 0800 1111 National free bilingual helpline for children in trouble or worried. The 0800 number is specifically for children's use. They will offer advice and direct help and can act if the child requests practical help.

Childline offers an additional telephone helpline - 'The Line' - for children living away from home (in foster care or residential care), which operates as follows: Mon - Fri 3.30 p.m. to 9.30 p.m.; Sat-Sun 2.00 p.m. to 8.00 p.m. The helpline is specifically for children in care to share their feelings of separation, loss, etc. The helpline number is 0800 884444.

SafeSpaces

Telephone: 0300 303 1056

Email: safespaces@firstlight.org.uk

Website: [Home - Safe Spaces England and Wales](#)

Kidscape

Telephone: 0207 730 3300

Website: www.kidscape.org.uk

STOP IT NOW!

Telephone: 0808 1000 900

Email: office@stopitnow.org.uk

Website: www.stopitnow.org.uk

AMAZE (Association of Christian Youth & Children's Workers)

Telephone: 0116 254 4693

ACC (Association of Christian Counsellors)

Telephone: 024 7644 9694

Email: office@acc-uk.org

Website: www.acc-uk.org

Charity Commission

See the website for regional office detail

Website: www.charity-commission.gov.uk






New Wine Safeguarding Policy May 2025

Final Audit Report

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