Safeguarding
CommunicationPlan

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1. Introduction

Communication is an essential element of the Church's mission, which centres on the proclamation of the Gospel. The communicating of effective safeguarding measures reflects this task in two ways: promoting the inherent dignity of every person and advocating justice and fairness in serving the needs of the community.

This plan sets out the processes put in place to disseminate our safeguarding policy, practice, and guidance across the Diocese of Nottingham. This diocesan safeguarding policy drives and encourages a commitment to providing safe and welcoming church environments through best practice, openness, and a joint commitment to the safeguarding mission of the Catholic Church.

2. Target Groups

The target groups with which the Diocese needs to communicate regarding its safeguarding policy and procedures are:

- Clergy, employees, and volunteers.
- Parishioners including children, and their parents or carers, involved in Church based activities.
- Adults of risk and carers.
- Victims and survivors.
- Trustees.
- The Catholic Safeguarding Standards Agency.
- External agencies.
- Wider public.
- Media.

3. Safeguarding Messages

- What we mean by safeguarding.
- The safeguarding journey of the Catholic Church.
- The safeguarding journey of the Diocese of Nottingham.
- Information on the safeguarding policy and procedures of the Diocese of Nottingham.
- Contact details of those with safeguarding responsibilities in the parish and Diocese.
- Information on the procedures for reporting allegations, suspicions, and concerns.
- Transparency and support.
- Culture change.

4. Parishioners and Wider Community

- How to keep safe.
- What to do if you, or someone you know, is being harmed.
- Sources of advice and support.
- Role of agencies involved in safeguarding.
- How the referral process works.
- Safeguarding culture in the Catholic church.

5. Victims and Survivors

- How to access support.
- Who to contact in safeguarding.
- How to become involved in making change happen.
- Diocesan victim care strategy.

6. Church Personnel

- Good practice and how to deliver it.
- Diocesan safeguarding policy, practice, and guidance
- Safe recruitment.
- Dealing with allegations.
- Accessing support and advice.
- Availability of training and other events.
- Contact details for relevant persons/agencies.
- Safeguarding culture in the catholic church.

7. Methods

The Diocese uses, and will continue to use, the following methods of communication and will, in addition, in consultation with the Trustees Safeguarding Subcommittee, further explore/develop methods of communication. The diversity of communities and how best to reach those (for example, whose first language is not English, people with disabilities) will also be considered.

7.1 Safeguarding Website
The website is the principal means of communicating/accessing information about the Diocesan safeguarding policy, procedure, and information on safe church communities.

The following types of information may be found on the website:

- The policy documents and operational guidelines, including forms, may be downloaded from this site.
- New or revised material will be added as it becomes available, and the Diocese will be advised of this.
- Safeguarding Statement.
- Safeguarding team and contact details.
- Information of how to report a concern.
- Resources for parishes.
- Safeguarding training programme.
- Safeguarding agency and help services.
- Safer recruitment practice and guidance.
- Recruitment packs and DBS forms.
- Safeguarding newsletters and other publications.
- Parish safeguarding handbook.

7.2 Parishes

- Safeguarding area displayed on parish websites including, links to the Diocesan website, PSR and Diocesan safeguarding office contact details, details of how to report a concern, safeguarding statement.
- Designated area to display in the church and community halls, safeguarding poster, other support posters or leaflets, PSR and Diocesan office contact details and information of how to report a concern.
- Safeguarding healing day.
- Safeguarding Sunday.
- Parish priest openly speak about relative safeguarding issues during service (i.e current media interest, safeguarding in the locality, changes in the catholic church).

7.3 Safeguarding training

Through a safeguarding training programme available for all clergy, employees, trustees, and volunteers delivering safeguarding in a wider context and the context of the Catholic Church.

7.4 Newsletter

Regular newsletters will cover general information about safeguarding activity, developments in safeguarding policy and procedures, notices for inclusion in parish bulletins. They will include examples of good safeguarding practice.

The newsletter will be published on the website and distributed electronically to Parish Safeguarding Representatives, Clergy, Curia staff, and Trustees Safeguarding Subcommittee.

7.5 Printed Material

- Copies of the policy document and operational guidelines available on request in every parish.
- Poster for display in each church carrying the safeguarding policy statement and contact details for safeguarding concerns. This is also available in Polish and Italian language versions.
- Reports for example, annual report on safeguarding in the diocese, information leaflets for children and adults safeguarding.
- Parish safeguarding handbook.
- Following a complaint the decision can be made available on request, in line with GDPR.

7.6 Diocesan Safeguarding Team

- The Director of Safeguarding will prepare and publicise an annual training plan which will incorporate information on training in safeguarding for Parish Safeguarding Representatives (PSR), Clergy, employees, and volunteers.
- Regular meetings with the Bishop.
- Information sessions for priests PSR's and volunteers.
- Attendance at meetings such as, Deanery meetings, meetings with PSR's to provide updates and advice.
- Networking amongst external agencies.
- PSR networking events.
- Annual action plan.

7.7 Consultation and Feedback Meetings

- Meetings can be organised with parishes, facilitated by members of the parish church committee/councils, with the aim of hearing the views and needs of parishioners on safeguarding issues.
- Diocesan safeguarding network to enable roles within the Diocese that have a higher level of safeguarding responsibility or oversight to discuss operational issues, receive advice and to be informed of changes.
- Trustee subcommittee meetings.
- Trustee Board meetings.

7.8 Media Relations

To promote and develop a positive understanding of safeguarding activity in the Diocese among the media and general public, press releases may accompany events, such as launch of reports. As appropriate, and as determined by the Communications Director in consultation with the Bishop, other means of communication may be used to publish the policies and procedures of the Diocese of Nottingham concerning the safeguarding of children and adults at risk.

8. Responsibility and Implementing the Plan

The Trustees Safeguarding Subcommittee and Trustees Board have the responsibility of managing all aspects of policy development for the Diocese. Responsibility for the observance of this policy belongs to the Director of Safeguarding.

Senior clergy, PSR's, members of the Safeguarding Team, Communications Director, Activity Leaders, and relevant department leads, all have responsibilities in relation to communicating the safeguarding message. Within each parish the overall responsibility for implementing this plan, as in all aspects of safeguarding children and adults at risk involved in church related activities, remains with the Parish Priest.

9. Monitoring and Review of this Plan

In accordance with the requirements of the CSSA, the implementation of this communications plan will be considered by the Bishop and Trustees and reported on in the context of the safeguarding annual report. It will be reviewed also in the context of the reviews of the three-year safeguarding implementation plan.

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