

Stantonbury Ecumenical Partnership

Safeguarding concerns procedure

Where a member of the Partnership or a visitor raises a concern

1. Concern raised with a member (recognise, respond, report, record).
2. If there is an emergency, i.e. someone is at immediate risk of harm, the member should report to the Milton Keynes Social Care Services and/or the Police without delay.
3. In any event, member reports this to Partnership Safeguarding Officer (for concerns), or to their local congregation Safeguarding Officer if the PSO is not available.¹
4. If the matter is a safeguarding concern, the PSO (or local officer if necessary) reports to Diocesan Safeguarding Adviser for Buckingham (see Safer Church notices) **within 24 hours**. If the concern is judged not to be a safeguarding matter, appropriate sign-posting may be provided to the person who reported the concern; advice may still be needed from the Diocesan Adviser.
5. PSO waits for the Diocesan Adviser to advise on the process to follow from this point, including who in the Partnership needs to be informed, for example, any ministers and Trustees. Otherwise, no information is to be shared beyond the people already involved in the process above.
6. The PSO should note in their next regular report to Trustees and the SEP Council that a safeguarding concern has been raised and reported. No other information should be provided unless advised to do so by the Diocese.
7. The PSO should follow-up progress in the Diocese Safeguarding Team to ensure appropriate action is taken.

Where a concern has been raised directly by a member with the Diocesan Safeguarding Team.

In these cases, the PSO will be advised of the concern by the Diocese and steps 5 to 7 are followed.

More information on the Church of England Guidance and Code of Practice is available here:

¹ If neither the Partnership Safeguarding Officer nor the local congregation safeguarding officer is accessible, the member should report to their Lead Minister and ask them to contact the Diocesan Adviser within 24 hours.

<https://www.churchofengland.org/safeguarding/safeguarding-e-manual/reporting-safeguarding-concerns-and-allegations/section-1-what-do-receipt-safeguarding-concern-or-allegation>

and

<https://www.churchofengland.org/safeguarding/safeguarding-e-manual/managing-safeguarding-concerns-and-allegations/managing-safeguarding-concerns-and-allegations-download>

January 2026