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## Checklist for Parish Self-Audit

Name of Parish	<input type="text"/>	Year of Completion	<input type="text"/>
Persons Completing	<input type="text"/>		

### 1. Developing a culture of safety

Parish Safeguarding Representatives in place	If yes give number
Safeguarding information poster displayed in churches	
Safeguarding children policy adopted and advertised	
Code of behaviour in place and signed by staff and volunteers	
Does each group have appropriate number of volunteers to supervise activities?	If yes, give details
Were required recruitment procedures followed for volunteers and staff?	
Are all facilities in use up to health and safety standards?	
Have issues arisen relating to any of the following: inappropriate behaviour, photographs, internet, trips?	If yes, give details
Are all records: consent, recruitment, incident reports etc., up to date?	
Have participants and parents been made aware of parish policies relating to child protection, good behaviour, complaints procedure?	
Were altar servers given training during the year?	
Was guidance on supervision of altar servers followed?	

Do non-parish groups using parish facilities have suitable insurance and safeguarding policies?	
Have any visiting clergy provided an indication that they are in good standing?	

## 2. Responding to concerns

Have all staff and volunteers had an opportunity to familiarise themselves with the safeguarding policy and procedures?	
Have all staff and volunteers been made aware of the procedure for reporting allegations or disclosures of abuse?	
Have all staff and volunteers signed their agreement to observe procedures?	
Have any staff/volunteers reported any allegations or disclosures of abuse?	If yes, give details
Has the disciplinary procedure been invoked?	If yes, give details

## 3 Implementing Diocesan Safeguarding policy

Has Keeping Safe training been completed by Parish Safeguarding Representatives? (+ year of training)	
Has Keeping Safe training been completed by priests of parish? (+ year of training)	
Have information sessions on safeguarding children policy and procedures been attended by relevant staff and volunteers?	If yes, give details
Is information available for children on sources of support?	

Signed	<input type="text"/>	(Parish Priest)
Date	<input type="text"/>	