



Catholic Organisations Safeguarding Audit 2022

The information provided on this form should relate to the period 1st January to 31st December 2022. If any relevant information about your organisation would be better reported in another way, please contact: audit@SCSSA.org.uk to discuss.

Organisation Name:

This form is being submitted by:

Name only

Role in organisation:

- | | |
|---|-------------------------------------|
| <input type="radio"/> Director/CEO | <input type="radio"/> Administrator |
| <input type="radio"/> Safeguarding Co-ordinator | <input type="radio"/> Other |

Email address for your receipt

Diocesan location of main
office

Please Select

Name of Head of Organisation

Phone Number

Email address

PVG Membership Year

latest update year

Name of Safeguarding Co-ordinator

Phone Number

Email address

PVG Membership Year

latest update year

Standard 1: Creating and maintaining safe Church environments

1.1 Which Safeguarding policy is followed by your Organisation's members when they are

involved in regulated activity?

- ☐ Own Policy
- ☐ In God's Image
- ☐ Other

1.2 Do you own/manage premises that are used for activities involving children or vulnerable adults?

- ☐ Yes ☐ No

1.3 In reference to these activities, which of these details do you include in your records?

- | | |
|---|--|
| <input type="checkbox"/> All details listed below | <input type="checkbox"/> No details recorded |
| <input type="checkbox"/> Activity / event | <input type="checkbox"/> Date & time of event(s) |
| <input type="checkbox"/> Group leader's contact details | |

1.4 Do you conduct annual Safeguarding Risk Assessments of these activities?

- ☐ Yes ☐ No

1.5a On your organisation's website or social media accounts have you displayed photographs of children ?

- ☐ Yes ☐ No

1.5b Before doing so, which of these requirements did you follow:

- | | |
|---|--|
| <input type="checkbox"/> All those listed below | <input type="checkbox"/> None of those below |
| <input type="checkbox"/> obtained parental consent | <input type="checkbox"/> avoided display of personal contact details |
| <input type="checkbox"/> prevented children from being identifiable | |

1.6 Comment on any particular challenges you face in ensuring that all the activities involving children and/or vulnerable adults are safe.

Type here...

Standard 2: Safely recruiting clergy, religious, lay employees and volunteers

2.1a How many EMPLOYEES were involved last year in regulated activities with children and/or vulnerable adults?

ex: 23

NUMBER only

2.1b Number of these EMPLOYEES with current PVGs

ex: 23

NUMBER only

2.2a Number of VOLUNTEERS involved in regulated activities with children and/or vulnerable adults

ex: 23

Number only

2.2b Number of these VOLUNTEERS with current PVGs

ex: 23

Number only

2.3 Please explain the reason for any discrepancies in relation to numbers of current PVGs entered above.

Type here...

2.4 Numbers of Volunteers or Employees who were SUSPENDED from any contact with children and/or vulnerable adults because their PVG membership had lapsed

ex: 23

NUMBER only

2.5 Comment on any particular challenges you face in ensuring safe recruitment of all employees and volunteers dealing with children and/or vulnerable adults.

Type here...

Standard 3: Responding to safeguarding concerns and allegations of abuse

3.1 NUMBER of allegations of abuse disclosed to your organisation last year

ex: 23

NUMBER only

3.2 NUMBER of these allegations of abuse reported to the statutory authorities

ex: 23

NUMBER only

3.3 NUMBER of these allegations of abuse made known to local Diocese

ex: 23

NUMBER only

3.4 Summarise the known outcomes of any allegations of abuse

Standard 4: Providing care and support for those who have experienced abuse

4.1 How many survivors of abuse are receiving some form of support from your organisation?

ex: 23

NUMBER only

4.2 On your organisation's website / social media / publicity material what information is provided for those who wish to contact you about allegations of abuse?

- | | |
|---|--|
| <input type="checkbox"/> All those listed below | <input type="checkbox"/> None of those below |
| <input type="checkbox"/> contact details for your organisation | <input type="checkbox"/> advice on how to obtain support |
| <input type="checkbox"/> contact details for sources of support | <input type="checkbox"/> Other |

4.3 Comment on any particular challenges you face when supporting those who contact you because they have experienced abuse.

Type here...

Standard 5: Managing and providing care for respondents to allegations of abuse

5.1 Was anyone associated with your organisation - ie employee, volunteer - named as a respondent in any allegation of abuse?

- ☐ YES ☐ NO

5.2 How many employees/volunteers were named as "respondents" in allegations of abuse disclosed to your organisation last year?

ex: 23

Number only

5.3 Please outline below any actions taken to manage these respondents.

Type here...

5.4 Comment on any particular challenges you face when managing and supporting respondents to allegations of abuse.

Type here...

Standard 6: Working together to develop a culture of care

6.1 How many times last year did your Organisation's Director and Safeguarding Co-ordinator meet to discuss Safeguarding arrangements/issues?

ex: 23

NUMBER only

6.2 Describe the frequency of communication about Safeguarding with employees / volunteers in your organisation.

☐ Regular ☐ Occasional ☐ Rare

6.3a Did your Organisation seek advice on Safeguarding issues from:

- ☐ a partner agency
- ☐ local Diocese
- ☐ Scottish Catholic Safeguarding Standards Agency
- ☐ No advice sought
- ☐ Other

6.3b If so, on what sorts of Safeguarding issues did you find it necessary to seek advice?

- | | |
|--|--|
| <input type="checkbox"/> responding to an allegation | <input type="checkbox"/> supporting a survivor |
| <input type="checkbox"/> supporting a respondent | <input type="checkbox"/> the legal process |
| <input type="checkbox"/> safeguarding training | <input type="checkbox"/> Other |

6.4 What Safeguarding materials do you make available in your organisation?

- | | |
|--|---|
| <input type="checkbox"/> All those listed below | <input type="checkbox"/> None of those below |
| <input type="checkbox"/> Safeguarding Contact poster | <input type="checkbox"/> What to Do poster |
| <input type="checkbox"/> Our Safeguarding Standards poster | <input type="checkbox"/> Our Safeguarding Culture of Care leaflet |
| <input type="checkbox"/> Safeguarding Matters newsletters | <input type="checkbox"/> In God's Image |
| <input type="checkbox"/> Other | |

6.5 Comment on any particular safeguarding challenges you face when working with others across your organisation.

Standard 7: Training and support for all responsible for safeguarding

7.1 What steps have EMPLOYEES taken to become familiar with 'In God's Image'?

- ☐ participated in the National Safeguarding Conference held on 1st October 2022
- ☐ participated in a diocesan safeguarding training session on IGI
- ☐ watched the video 'Introducing In God's Image version 2'
- ☐ read the revised text

7.2 What steps have VOLUNTEERS taken to become familiar with 'In God's Image'?

- ☐ participated in the National Safeguarding Conference held on 1st October 2022
- ☐ participated in a diocesan safeguarding training session on IGI
- ☐ watched the video 'Introducing In God's Image version 2'
- ☐ read the revised text

7.3 What plans do you have to improve familiarity with 'In God's Image'?

Type here...

7.4a Number of EMPLOYEES who have completed Safeguarding Induction Training Part 1

ex: 23

Number only

7.4b Number of EMPLOYEES who have completed Safeguarding Induction Training Part 2

ex: 23

Number only

7.4c Number of EMPLOYEES who have participated in any Safeguarding training last year

ex: 23

Number only

7.5a Number of VOLUNTEERS who have completed Safeguarding Induction Training Part 1

ex: 23

Number only

7.5b Number of VOLUNTEERS who have completed Safeguarding Induction Training Part 2

ex: 23

Number only

7.5c Number of VOLUNTEERS who have participated in any Safeguarding training last year

ex: 23

Number only

7.6 Please list the Safeguarding TRAINING NEEDS that you have identified for employees or volunteers.

Standard 8: Planning for continuous improvement in safeguarding

8.1 WHEN did your Director and/or Safeguarding Co-ordinator last communicate with your organisation's employees / volunteers on the importance of safeguarding?

Day

Month

Year

8.2 How regularly were you able to review progress with last year's plans to improve safeguarding?

☐ Monthly

☐ every 6 months

☐ annually

☐ Other

8.3 Describe the IMPACT on your safeguarding practice of any IMPROVEMENTS PLANNED last year.

Type here...

8.4 What IMPROVEMENTS ARE YOU PLANNING in the coming year?

8.5 Do you have any other further comments or suggestions in relation to improving Safeguarding practice in your organisation?

Type here...

SUBMITTING YOUR COMPLETED AUDIT

NB Your completed audit must be submitted by 17th February 2023

When you have reviewed the pages of the audit form and you are ready to submit it, click on the box **SUBMIT FORM** button below.

You should see an immediate acknowledgement of your submission. If you have provided an email address on the first page of the form, you will subsequently receive an email message providing you with an EDIT link in case you need to change your submission and a **PDF copy** of your submitted audit data. *Ticking "I consent" below indicates that you agree to receiving emails about this.*

(Please check for this in your Junk /Spam folder for these email messages.)

Please select "I consent" below to confirm that you consent to the information you provide in this form being shared with the SCSSA for the purposes of auditing Safeguarding practice in your organisation. *

☐ I consent.

