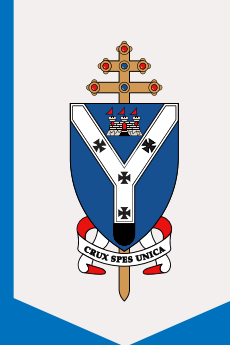
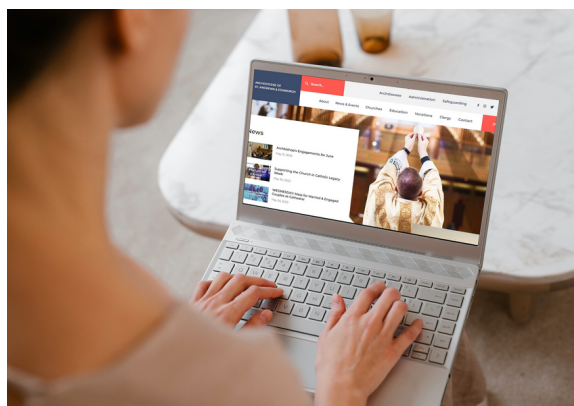


# ANNUAL AUDIT 2022



ARCHDIOCESE  
OF ST ANDREWS  
& EDINBURGH

Safeguarding | Special newsletter, June 2023



## 100% feedback for our audit

Thanks to all parishes and organisations for submitting their annual audit returns for 2022.

We achieved a 100 per cent return from every parish and organisation. This newsletter summarises key points. I hope you find it helpful.

**Scott Mackenzie**

Diocesan Safeguarding Adviser

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## In numbers

83

Number of  
parish sites that  
made a return.

78

Per cent of  
parishes that have  
activities involving  
children or  
vulnerable adults.

## Planning ahead



Now that the audit is complete, parishes are asked to make up a **safeguarding plan**. This should be based on the priorities you identified in your audit. Think about:

- What needs done.
- Who will be involved.
- How it will be done.
- When it will be done by.
- How you will know that it has worked.

## Did you know...

Most regulated work in our Archdiocese centres around **The Society of St Vincent de Paul, The Legion of Mary, altar server chaperones, Children's Liturgy and Eucharistic Ministers** visiting the housebound.



As we recover from COVID, some parishes have engaged in a 'refresh' programme to welcome groups back and remind group leaders of safeguarding protocols. If you have groups restarting you may wish to consider this.



# Valuing close collaboration

A common theme emerging from the audit returns was the value of close collaboration between the parish priest and the parish safeguarding coordinator. This close liaison helps to ensure that a safeguarding culture of care is strong. Many parishes already have regular meetings between the parish priest and the safeguarding coordinator to discuss safeguarding matters. **We strongly encourage all parishes to follow this model and ensure that there is ongoing communication; and regular meetings throughout the year.**



## POSTERS

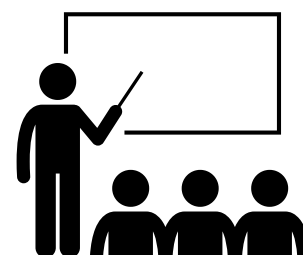
Some respondents reported that the mandatory posters were not always displayed in parishes. Please ensure that the safeguarding posters are displayed.

Posters can be found on the Safeguarding section of the Archdiocesan website under 'resources'.

## A place at your Pastoral Council



Many parish pastoral councils have a standing item on their agenda for safeguarding. Some also invite the PSC(s) to meetings. If you don't already do this, why not consider it as a way to make safeguarding integral to parish life?



## TRAINING

The audit showed a high level of support for a mix of face-to-face and online safeguarding training.

This will therefore be continued. There was also a desire for the two safeguarding training courses to be merged into one - this has now happened.

## Livestreaming in churches

Although parishes are no longer restricted by COVID regulations, many continue to livestream Masses and ceremonies. Parishes should adhere to the law and good practice when livestreaming events. Guidance can be found on the communications section of the Archdiocesan website under 'Resources'.



The archdiocesan website contains lots of useful information. Visit [www.archedinburgh.org](http://www.archedinburgh.org)

# Ensuring you have a parish safeguarding coordinator



Some parishes do not have a current parish safeguarding coordinator. We ask parish priests to try and fill these vacancies as soon as possible. Parish priests are in the best position to know the people in their parishes and identify the best potential candidates. The Parish Safeguarding Coordinator fulfils a vital role in safeguarding within the parish and

so hopefully and vacant slots can be filled. It was noted from the audit that some parishes have more than one PSC. This is recommended as it helps to spread the workload, provide support for PSCs and ensure there is cover for holidays, absences, etc. Some parishes also have 'buddy arrangements' with nearby parishes or clusters.



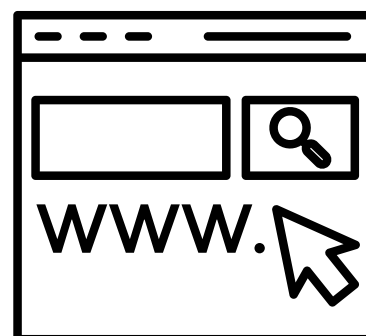
**Parish priests are in the best position to know the people in their parishes and identify the best potential candidates.**

## Risk assessments are key priority

Not surprisingly, safeguarding risk assessments were identified as a key priority area for parishes. A pilot scheme is currently underway to devise an online safeguarding risk assessment tool. More details on this to follow when the resource becomes available.

## Getting to grips with data held by parishes

The audit highlighted a big variance in the types of data being held in parishes, ranging from none at all, through to high levels of detailed data. We plan to issue further guidance to parish priests and Parish Safeguarding Coordinators about this.



## Parish website

If you have a parish website, consider having a dedicated safeguarding section. Several parishes do this and report that it is well received. It can provide links to resources, remind people of protocols, and publicise news and events.

Consider putting together a handover plan that can be used in the event of a priest or parish safeguarding coordinator leaving or being absent.

