

# EMBA Safeguarding Procedure for Churches



The following are important:

- The church has an up to date, agreed and working **Safeguarding Policy with appropriate procedures** in place.
- The church has a named person as the **Designated Person for Safeguarding (DPS)**.
- All church workers and leaders are up to date with **BUGB Excellence in Safeguarding Training** (Levels 2 and 3 as appropriate) and have up to date **DBS checks**.

## A concern about a Minister - contact one of the Regional Team IMMEDIATELY

Mr Kenny Henry  
**EMBA Safeguarding Lead**      07498 189205      [kenny.henry@embaptists.org.uk](mailto:kenny.henry@embaptists.org.uk)

Mr Alan Davies  
**EMBA Safeguarding Adviser**      07963 675951      [alan.davies@embaptists.org.uk](mailto:alan.davies@embaptists.org.uk)

Revd Mark Clay  
**Regional Team Leader &  
EMBA Safeguarding Trustee**      07975 863772      [mark.clay@embaptists.org.uk](mailto:mark.clay@embaptists.org.uk)

Revd Dr Nick Ashton  
**Regional Minister**      07399 660047      [nick.ashton@embaptists.org.uk](mailto:nick.ashton@embaptists.org.uk)

Revd Pete Leveson  
**Regional Minister**      07950 768332      [Pete.leveson@embaptists.org.uk](mailto:Pete.leveson@embaptists.org.uk)

## A concern about the wellbeing of a child or adult - notify the church DPS

- **RECOGNISE:** Trust your gut instinct; if it feels wrong, then it probably is wrong.
- **RESPOND:** Notify the church DPS as soon as possible (ideally within 24 hours).  
*If the church does not have a DPS, please contact a member of the Regional Team (see left).*
- **RECORD:** The church DPS will give you a safeguarding incident form to complete, formally recording What? When? Where? Who?
- **REPORT:** The church DPS will know what to do next or who best to contact for advice and support.

**If you are concerned that someone is at immediate risk of serious harm, you must contact the police (from a place of personal safety), then let the church DPS know that you have done so.**