

 NEW NORCIA SERVICES		Policy
		Appointing Safe Guarding Officers
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10.00 Safeguarding Policy

10.03 Appointing Safe Guarding Officers

Purpose

New Norcia has appointed Safeguarding Officers within the Parish and workplace. They have been selected based on their ability to meet the selection criteria.

New Norcia Services as a business promotes the use of its facilities and services to school groups and other community groups (both Adult and children). We warmly welcome the use of our facilities. For the purpose of providing protection for children and adults at risk attending New Norcia two Safeguarding Officers have been appointed. These roles are filled by two women who are both parishioners and employees of the Company. Other employees also attend and regularly participate in safeguarding training as part of our overall strategic management plan to ensure the correct measures are in place to protect any children and adults at risk attending New Norcia.

Role of Safeguarding Officers

The role of Safeguarding Officers within New Norcia is as follows:

- Be a source of support, advice and information on all matters of safeguarding children and adults at risk in the parish and workplace
- Be the first point of contact for children, adults at risk and other members of the parish community and workforce regarding suspicions of abuse and other safeguarding matters
- Respond to all safeguarding concerns in line with the Archdiocese Safeguarding Policy & Procedure manuals, reporting these concerns to the safeguarding Project Coordinator and/or other authorities, as needed
- Keep the parish priest informed of all concerns, responses and activities relating to safeguarding children and adults at risk
- Raise the profile of safeguarding in the parish and workplace, and ensure that it remains a high priority, and report on any issues or concerns with the implementation of the safeguarding policy and procedures
- Assist with proactive measures to safeguard children and adults at risk
- Ensure that all statutory requirements are met in respect to the safeguarding of children and adults at risk