

Parish Safeguarding Officer Induction Programme

1. Upon appointment and formal ratification of the appointment by the PCC of the new PSO the PCC Secretary or Incumbent/Priest-in-Charge will notify the DSA of the name and contact details of the new PSO. Upon receipt of this information the DSA will offer to meet up with the new PSO and the Incumbent/Priest-in-Charge. If this is a Team Vicar the invitation will be extended to the Team Rector too. This meeting to take place if possible within a month of the appointment being ratified.

If the parish is in a vacancy the meeting will take place with the Rural Dean and churchwardens instead of the Incumbent/Priest-in-Charge.

2. All new PSOs and their Incumbent/Priest-in-Charge will receive a copy of "Introduction to the Role of the PSO" and "PCC and Churchwardens Guide to Safeguarding" from the DSA.
3. At the meeting the new PSO will be offered the name and contact details (Phone and email) of an experienced PSO ie more than two years in post to be a 'buddy'/mentor.
4. Incumbents/Priests-in-Charge with a new PSO will be given a small piece of liturgy (10 minutes) that they can insert into a Sunday or other service to commission their new PSO. This to be sent by the DSA when notification is received of the ratification of appointment by the PCC.
5. All new PSOs to be invited to attend an induction session run by the DSA. There will be three a year. The DSA will be assisted by an experienced PSO and a member of the clergy from the Diocesan Safeguarding Management Group.
6. The Incumbent will conduct a review of the appointment after six months and again after a year to ensure that the PSO understands the role, is confident in it and is being sufficiently supported by the PCC.

Owner:	<i>Safeguarding</i>
Date of approval:	15 January 2020
Approved by:	DSMG
Date of last review:	
Due for review:	January 2021