

# Introduction to Parish Safeguarding Dashboards

Accepting your Invitation, Registering and an Introduction to the Dashboard

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BLESSING OUR  
COMMUNITIES  
IN JESUS' NAME

# What this session will cover

- Reporting safeguarding concerns or allegations
- Why? Safeguarding context for Parishes and Diocese
- How? Parish Safeguarding Dashboard for Parishes and Diocese
- Accepting your invitation to own your Dashboard
- Registering to Use your Parish Safeguarding Dashboard
- Logging into Your Parish Safeguarding Dashboard
- Parish Safeguarding Dashboard (Home Page)
- Navigating and answering questions
- Help and support



# Reporting safeguarding concerns or allegations

- **Information about a safeguarding situation where a child or adult is in immediate danger or requires immediate medical attention, call 999;**
- If you do not think there is a risk of immediate danger, but you are concerned that a child or vulnerable adult is at risk of harm, or you want to report abuse whether it is currently happening or happened some time ago, do not hesitate to contact the Diocesan Safeguarding Adviser for advice and support.
- **Beth Miller** - Diocesan Safeguarding Adviser  
**Address:** Cuthbert House, Stonebridge, Durham DH1 3RY  
**Email:** [beth@bethmillerisw.co.uk](mailto:beth@bethmillerisw.co.uk) | [beth.miller@durham.anglican.org](mailto:beth.miller@durham.anglican.org)  
**Mobile:** 07968034075  
or contact your local police force by dialling 101 or your local children's or adult services.



# Why? Safeguarding Context for Parishes & Diocese

- Promoting a Safer Church (2017)
- IICSA Report October 2022
- Parish has key responsibilities locally in mission and safeguarding
- Diocese responsibility for oversight of mission and safeguarding

Need assurance on safeguarding compliance

- [Diocesan Safeguarding Policy](#)
- Prepare for further checks and audits
- Parish Safeguarding Dashboard to help keep administration, governance and compliance on track in Parishes

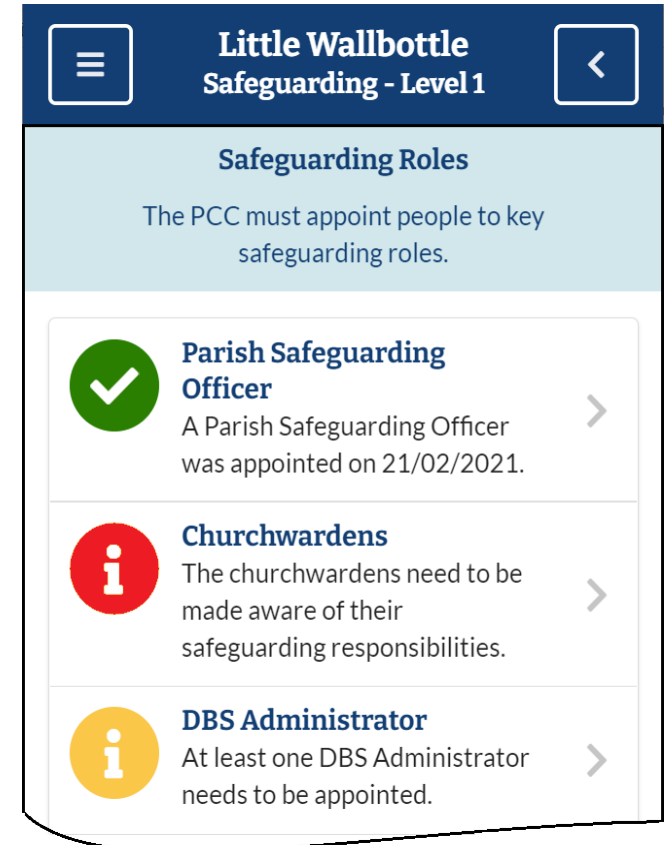


# How? Parish Safeguarding Dashboard for Parishes and Diocese

- Established and nationally recognised
- Durham pilot
- Free to parishes and owned by them

Resourced and supported by Diocese and Clearly Simpler

- Flexible access online, simple to use and support
  - “Traffic light” system produces action plans
- Progress through 3 levels
- Signposting to national advice and policy
- Reducing burden on parishes with Diocese support and Diocese oversight



# Accepting your Email Invitation

- Personal **email invitation** to **register** for your dashboard (note this expires after 14 days)
- Web based
- Access your dashboard on mobile, tablet or computer
- You will only have access to your parish dashboard
- **Owners** update dashboard
- Best practice to have 2 owners
- Owner is usually the PSO and member of clergy
- Owner can invite others to view dashboard
- **Viewers** view dashboard, but can not update it

## Dashboard invitation for – Parish Name

Inbox



**Parish Dashboards Team** <admin@mail2.parishdashboards.org.uk>  
to Parish Safeguarding Officer

Wendy Hopkins is inviting you to own the **Safeguarding Dashboard** for Parish Name

This is a personal invitation, so please don't forward it to anyone else.

Please choose one of the following options before this invitation expires...

[Accept this invitation](#)

[Decline this invitation](#)

[Decline this invitation ...and don't contact me again](#)

Kind regards,

The Parish Dashboards Team

If this invitation has expired, please ask Wendy Hopkins to send you another one.

You can contact Wendy Hopkins by replying to this email.



## Registering to Use Your Parish Safeguarding Dashboard

- You register by clicking the link in your email invitation

**Accept this invitation**

- If your invitation has expired (after 14 days) please email Wendy Hopkins to resend [Wendy.Hopkins@durham.anglican.org](mailto:Wendy.Hopkins@durham.anglican.org)

### Details required for registering

- First Name
- Surname
- Email address: this must be the same email address as your invitation was sent to
- Password: which you create yourself
- Confirmation that you have read the privacy notice

- Click **Sign Up** button



# Logging Into Your Parish Safeguarding Dashboard:

<https://www.parishdashboards.org.uk/auth/login>

Durham Demo


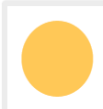

parishdashboards.org.uk/auth/login

Webmail Login | IO... Gmail Parish Returns Online Parish Returns Online Google Groups Parish Dashboards Dashboard Tools Dashboard Roll Out A Church Near You...

**Parish Dashboards**

Sign in

**Parish Dashboards**

**Please sign in**

Email address

Enter your email address...

Password

Enter your password...

Sign in

[Forgotten your password?](#)

Help  
About  
Privacy

Type here to search

66% 12:50 22/11/2022





# Parish Safeguarding Dashboard: Home Page

## Level 1 SAFER FOUNDATIONS 18 actions

### Dashboard Overview - 0% progress

Green is good - Amber for action - Red means urgent

Select any dashboard light for more information.



#### Policies and Action Plan

3 actions need to be completed



#### Safeguarding Procedures

1 action needs to be completed



#### Safeguarding Roles

3 actions need to be completed



#### Training for Key Roles

4 actions need to be completed



#### Displayed Information

4 actions need to be completed



#### Reviews and Reports

3 actions need to be completed



## Navigating and Answering Questions

- Click on arrow > to move to page



### Policies and Action Plan

3 actions need to be completed



- Click on arrow > to move to page to answer questions



### Safeguarding Policy Approval

The PCC needs to adopt 'Promoting a Safer Church' as its own safeguarding policy, or else approve a policy that takes account of it.



- Click on button to select your answer

**Which safeguarding policy has the PCC approved?**



The PCC has adopted 'Promoting a Safer Church' as its own safeguarding policy



The PCC has approved a safeguarding policy which takes account of 'Promoting a Safer Church'



## Navigating and Answering Questions

- Click on **submit button** to record your answer

Submit

Cancel

- You will be returned to the previous page and the action will be updated

Dashboard updated



### Safeguarding Policy Approval

The PCC has adopted 'Promoting a Safer Church' as its own safeguarding policy.



In this example you have a **green tick**

- Now we will answer this question. Click on the arrow **>** to move to next page.....



### Safeguarding Procedures

1 action needs to be completed



# Navigating and Answering Questions



## Responding to Concerns or Allegations

A question needs to be answered.



- Click on arrow > to move to answer page

When did the PCC last approve or review their procedure for dealing with safeguarding allegations or concerns?

 Date

Clear

When did the PCC last approve or review their procedure for dealing with safeguarding allegations or concerns?

 Date


- This action requires a **date** for a response
- Click in the **Date field** and a drop down calendar appears
- Note: the date you are using the dashboard will be boxed

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10



## Navigating and Answering Questions

- Using the arrow < scroll back to find the month and date
- Select 23 May 2022 (example date) by clicking on box
- This date will be recorded against this action

 Date


<

May 2022

>

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

When did the PCC last approve or review their procedure for dealing with safeguarding allegations or concerns?

 23/05/2022

Clear



## Navigating and Answering Questions

- **Remember to click on submit button** to record your answer

Submit

Cancel


- Some questions require you to **enter the date on which you are answering rather than a previous date when an action happened**

### Example

Are the churchwardens aware of their safeguarding responsibilities?

- ☒ Yes
- ☐ No
- ☐ We have not been able to appoint any churchwardens
- ☐ Not sure

When was the above question answered or reviewed?

 21/11/2022

Clear



## Navigating and Answering Questions

- **Always remember to click on submit button** to record your answer



- After each section (or if you get lost 😊)  
click on **Home** on the left hand side  
to get back to Home page



## Help & Support: Parish Safeguarding Resources

- Church of England Safeguarding web pages

<https://www.churchofengland.org/sites/default/files/2019-05/PromotingSaferChurchWeb.pdf>

- Safeguarding Support Officer
- Parish Safeguarding Dashboard
- Clearly Simpler

<https://www.safeguardingdashboards.org.uk/support/>

- Diocese website (and FAQs)
- Training
- Other Parish Safeguarding Officers and clergy





*Thank you for your time safeguarding  
our Diocese*

*Any questions please contact*

Safeguarding Support Officer

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DIOCESE OF DURHAM

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