

Introduction to Parish Safeguarding Dashboards

Accepting your Invitation, Registering and an
Introduction to the Dashboard

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THE CHURCH
OF ENGLAND

DIOCESE OF DURHAM

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 | 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

Little Wallbottle Safeguarding - Level 1

Safeguarding Roles

The PCC must appoint people to key safeguarding roles.

- Parish Safeguarding Officer**
A Parish Safeguarding Officer was appointed on 21/02/2021.
- Churchwardens**
The churchwardens need to be made aware of their safeguarding responsibilities.
- DBS Administrator**
At least one DBS Administrator needs to be appointed.



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

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>

The screenshot shows a web browser window with the URL `parishdashboards.org.uk/auth/login`. The page features a dark blue header with the text "Parish Dashboards" and a sidebar on the left with a "Sign in" button. The main content area has three colored circles (green, yellow, red) and a "Please sign in" section with input fields for "Email address" and "Password", a "Sign in" button, and a "Forgotten your password?" link. The Windows taskbar at the bottom shows the time as 12:50 on 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?

When did the PCC last approve concerns?

 Date

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

- 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



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

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