



## Form 9 Guidance on dealing with non-compliance with the Safeguarding Policy

### Process-

In some rare instances, there is resistance to complying with, or refusal to comply with, safeguarding policy and/or procedures. These may be identified through the parish audit or through the visits to parishes made by the Diocese Safeguarding Coordinator. A staged process will be adopted in addressing identified issues, as outlined below.

**Stage 1:** Diocesan Safeguarding Coordinator has the primary role in identifying where difficulties arise and in offering support in addressing them. Where an issue is identified, the Diocesan Safeguarding Coordinator will determine whether training / support is needed to address the issue, ensure that this is provided and agree on a time frame for action. Experience has shown that difficulties are usually successfully dealt with at this stage.

**Stage 2:** If the issue is not resolved, the Bishop's delegated authority becomes actively involved. A follow-up visit is arranged by the Diocesan Safeguarding Coordinator and the Bishop's delegated authority. The aim is both to support the Diocesan Safeguarding Coordinator and to emphasise the serious nature of the issue. Ways of addressing the issue are discussed, a plan of action agreed and implemented.

**Stage 3:** If this intervention is not successful, then the matter will be referred to the Bishop or the Bishop's delegated authority for advice on how to proceed.

At all stages, the intention is to gain acceptance of, and compliance with, policy and procedures.

Church workers (paid and unpaid) who do not sign [Form 2 Declaration](#) and the [Form 18 Handbook Declaration](#) render themselves ineligible to engage in child-related work within the Diocese of Bunbury.