

PAROCHIAL CHURCH COUNCIL OF ST PAUL'S BANBURY

WHISTLEBLOWING POLICY AND PROCEDURE

The Parochial Church Council (PCC) is committed to its role, which primarily includes *“cooperation with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.”*

However, we recognise that we are all broken people and there may be times when someone has a serious disclosure that they need to make about any aspect of church life at St Paul's. The PCC welcomes any such person to come forward and voice those concerns in confidence and without fear of reprisals.

The PCC therefore hereby adopts the Diocese of Oxford Whistleblowing Policy and Procedure [Diocese of OXFORD \(anglican.org\)](https://www.anglican.org/dioceses/oxford/whistleblowing-policy-and-procedure) in its entirety and in its most up-to-date form.

For ease of reference and for the avoidance of doubt the procedure for making a disclosure is reproduced in the Annexe with appropriate clarifications for our context at St Paul's.

It should be noted that the whole of the Diocese of Oxford Whistleblowing Policy and Procedure has not been reproduced in the Annexe and that policy should be consulted in full in the event of a disclosure.

Approved by the PCC of Banbury St Paul on 20th September 2021

ANNEXE

Where there are differences between the sections of the Diocese of Oxford Whistleblowing Policy and Procedure reproduced in this Annexe and the current policy as published by the Diocese of Oxford, the latter will take precedence.

How to raise a disclosure – Procedure

It is recognised that there are difficulties in raising a disclosure about the behaviour of a colleague. However, raising the disclosure at an early stage may protect others, prevent the problem getting worse, and prevent individuals themselves becoming implicated.

All disclosures reported will be treated in the utmost confidence. The table below describes who might be involved dependent upon the nature of the disclosures:

Individual to whom the disclosures relate	Individual to report disclosures to	Individuals at St Paul's to whom disclosures can be reported
Clergy (Curates, Children & Families Worker, Pastoral Co-ordinator, Operations Manager and Parish Secretary)	Incumbent	The Revd Dan McGowan dan@stpaulsbanbury.org.uk
Incumbents (Dan McGowan)	Area Dean	The Revd Sarah Sharp s550sharp@outlook.com
Area Deans	Archdeacon	The Ven Judy French archdeacon.dorchester@oxford.anglican.org
Archdeacons	Area Bishop	The Rt Revd Gavin Collins bishopdorchester@oxford.anglican.org
Area Bishops	Bishop of Oxford	The Rt Revd Dr Steven Croft bishop.oxford@oxford.anglican.org
Volunteers	Supervising Minister	Safeguarding concerns should be reported immediately to: Margaret Clark (Parish Safeguarding Officer) safeguarding@stpaulsbanbury.org.uk For matters relating to a volunteer in children & families ministry: Jeannette Law (Children and Families Worker) children@stpaulsbanbury.org.uk For matters relating to volunteers in pastoral care ministry: Annabelle Coombs (Pastoral Care Co-ordinator)

		<p>annabelle.coombs@btinternet.com</p> <p>For all other matters relating to volunteers: The Churchwardens churchwardens@stpaulsbanbury.org.uk</p>
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Clergy staff, lay staff and volunteers can call, write to or arrange to meet with any of the above. You may be asked to confirm any verbal disclosures in writing or to confirm a written record of a verbal report. In the case of a meeting, the individual raising the disclosure may wish to invite a supporter.

When reporting a disclosure, you should:

- identify that it is a whistleblowing disclosure;
- detail the background and history of the disclosures;
- give names, dates and places (where possible); and
- note the reasons why the individual is particularly concerned about the situation.

Following receipt of a disclosure made under this policy and dependent upon its nature, the matter may be:

- investigated internally;
- referred to the Police and / or other statutory agencies;
- independently investigated;
- referred for consideration under the Clergy Discipline Measure; or
- a combination of the above.

When the matter is investigated internally the investigation will aim to gather all relevant information including relevant documentary evidence or witness statements. The timeframe of the investigation will be dependent upon the nature of the disclosure.

Once the investigation is complete, you will be informed of the outcome in writing.