



## RELIGIOUS Safeguarding Self-Evaluation 2023

All entries should relate to the period 1st January 2023 to 31st December 2023. Your completed Self-Evaluation form must be submitted by 24th May 2024.

**N.B.** The numbering of each question corresponds with the paragraph numbering used within 'In God's Image'. This is intended to provide you with a reference point to the relevant safeguarding standard that you are evaluating.

**Name of your Religious Congregation or Community**

select one

**Enter your community's name if not listed above.**

**This form is being submitted by:**

**Role in Congregation / Community:**

- ☐ Major Religious Superior for Scotland
- ☐ Safeguarding Link Coordinator (SLC)



**Email address for your receipt**

This will be used to send you a copy of your submission.

**Contact Phone number**

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**Name of Safeguarding Link Coordinator (SLC)**

**Address of Safeguarding Link Coordinator (SLC)**

**Phone Number**

**Email address**

example@example.com

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**Name of Major Religious Superior for Scotland**

**Address of Major Religious Superior for Scotland**

**Phone Number**

**Email Address**

example@example.com

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## PRELIMINARY QUESTIONS

Your answers to these preliminary questions will determine which further questions you are required to answer.

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**A. Do you administer a parish on behalf of a diocese? (If so, you are required to complete a PARISH Self-Evaluation questionnaire which will be provided by your diocese.)**

☐ YES

☐ NO

**B. Do any members of your congregation/community provide any non-parish ministry?**

☐ YES

☐ NO

**C. Are you completing this form on behalf of a small religious community (1 or 2 members) who are ALL retired from ministry?**

☐ YES

☐ NO

**D. Locations where retired / inactive members reside in Scotland**

	Centre Name/Location	Diocese	Number resident
1	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
2	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
3	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
4	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>

## **Standard 1: Creating and maintaining safe Church environments**

**1.1a Details of Community houses where your active members reside in Scotland.**

	Diocese	Centre Name/Location	Type	Number resident
1	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
2	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
3	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
4	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
5	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
6	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
7	<input type="text" value="▼"/>	<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>

8

**1.1b Details of any Care Homes run in Scotland by your congregation/community.**

	Name of Care Home
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>

**1.1c Have any of your premises been used for activities involving children or vulnerable adults?**☐ Yes☐ No**1.1d How many external groups used your premises to work with children or vulnerable adults?**

number only

**1.1e With regard to the above groups, which of these details do you include in your records?**☐ All these details☐ No details recorded☐ Group name☐ Date & time of event(s)☐ Group leader's contact details☐ Date of most recent Safeguarding Risk Assessment**1.2a Does each group have a separate Safeguarding Risk Assessment for its activities?**☐ Yes☐ No**1.2b Do you retain a copy of those Safeguarding Risk Assessments?**☐ Yes☐ No**1.2c Have you received any training in completing Safeguarding Risk Assessments?**☐ Yes☐ No**1.4a Do you provide internet access to the public in your premises?**

☐ Yes

☐ No

**1.4b Do you have adequate security measures applied to your internet network?**

☐ Yes

☐ No

**1.4c Do you livestream (transmit via video over the internet) any services from your own premises?**

☐ Yes

☐ No

**1.4d When doing so, what measures do you adopt to ensure privacy?**

☐ No measures

☐ Notice displayed to advise of livestreaming

☐ Camera set to avoid identifying congregation

☐ Consent obtained from all who agree to be seen (eg., Readers)

☐ Other

**1.4e Does your congregation/community have a website or social media accounts?**

☐ Yes

☐ No

**1.4f On your website or social media accounts have you displayed photographs of children or vulnerable adults?**

☐ Yes

☐ No

**1.4g Before displaying photographs, which of these requirements did you follow?**

☐ no measures

☐ obtained consent

☐ avoided display of personal contact details

☐ prevented anyone from being identifiable as a result of any information posted

## **Standard 2: Safely recruiting clergy, religious, lay employees and volunteers**

**2.1a Number of your congregation /community MEMBERS who reside in Scotland?**

ex: 23

number only

**2.1b Number of these in active ministry?**

ex: 23

number only

**2.1c Number of these fully retired?**

ex: 23

number only

**2.1d Number of members who are involved in working with children and/or vulnerable adults?**

ex: 23

**2.1e Number of these members with current PVG (i.e. issued within last five years)?**

ex: 23

**2.1f How many EMPLOYEES were involved in working with children and/or vulnerable adults?**

ex: 23

**2.1g Number of these EMPLOYEES with current PVG (i.e. issued within last five years)?**

ex: 23

**2.1h How many VOLUNTEERS were involved in working with children and/or vulnerable adults?**

ex: 23

**2.1i Number of these VOLUNTEERS with current PVG (i.e. issued within last five years)?**

ex: 23

**2.3a Number of VISITING CLERGY or RELIGIOUS who supplied ministry in your congregation/communities in the past year?**

ex: 23

**2.3b Does the congregation/community retain a record of the details of VISITING CLERGY and RELIGIOUS who supplied ministry in parishes?**

☐ Yes

☐ No

**2.3c Does the congregation/community retain a record of the training delivered to these VISITING CLERGY and RELIGIOUS?**

☐ Yes

☐ No

**2.3d What details do you record in relation to VISITING CLERGY and RELIGIOUS?**

☐ All details below

☐ Visit dates

☐ Ministry provided

☐ PVG status

### **Standard 3: Responding to safeguarding concerns and allegations of abuse**

**Safeguarding CONCERNS - Please refer to the guidance contained within paragraphs 3.2.2 and 3.2.4 of In God's Image.**

**3.2a Did the congregation/community receive any reports of a Safeguarding CONCERN (not meeting Allegation threshold) as defined in paragraph 3.2.2 of In God's Image?**

☐ Yes

☐ No

**3.2b Number of SAFEGUARDING CONCERNS received (1st January 2023 - 31st December 2023).**

ex: 23

**3.2c Does the congregation/community retain a record of the Safeguarding CONCERNS received?**

☐ Yes

☐ No

**3.2d Does the congregation/community retain a record of the action taken to the Safeguarding CONCERNS received?**

☐ Yes

☐ No

**3.2e How confident is the diocese that the Safeguarding CONCERNS received fall within the definition described in paragraph 3.2.2 of In God's Image?**

- ☐ Very confident
- ☐ Confident
- ☐ Unsure
- ☐ Not confident

**3.2f Did you experience any difficulties in receiving and/or referring these reports of a SAFEGUARDING CONCERN?**

- ☐ Yes ☐ No

**3.2g Please comment on any issues relating to the management of SAFEGUARDING CONCERNS.**

**Please enter below the numbers of ALLEGATIONS reported to the Diocese and how these were referred. (Please refer to the guidance contained within paragraph 3.2.3 of In God's Image.)**

**3.2.1a Did the congregation/community receive any ALLEGATIONS during the reporting period (1st January 2023 to 31st December 2023)?**

- ☐ Yes ☐ No

**3.2.1b Number of ALLEGATIONS of abuse received in the reporting period.**

ex: 23

Please ensure that, for each allegation received, an Allegation Recording Form has been completed and sent to the Scottish Catholic Safeguarding Standards Agency (SCSSA). Forms are available from: [audit@scssa.org.uk](mailto:audit@scssa.org.uk)

**3.2.1c Number of ALLEGATIONS relating to children**

e.g., 23

**3.2.1d Number of Child ALLEGATIONS referred to Police**

e.g., 23

**3.2.1e Number of ALLEGATIONS relating to vulnerable adults**

**3.2.1f Number of vulnerable adults ALLEGATIONS referred to police**



e.g., 23

e.g., 23

Please provide details below on how the above ALLEGATIONS were reported.

3.3a Number of ALLEGATIONS reported directly by victims/survivors

e.g., 23

3.3b Number of ALLEGATIONS reported by friends/family of victims/survivors

e.g., 23

3.3c Number of ALLEGATIONS reported by advocate of victims/survivors

e.g., 23

3.3d Number of ALLEGATIONS reported by solicitors acting for victims/survivors

e.g., 23

3.4a Does the congregation/community retain a written record of the referrals made to the statutory authorities?

☐ Yes

☐ No

3.4b Did you experience any difficulties in receiving and/or referring these ALLEGATIONS?

☐ Yes

☐ No

3.4c Please comment on any concerns relating to the management of ALLEGATIONS of abuse.

#### Standard 4: Providing care and support for those who have experienced abuse

4.1a Were any victims/survivors made known to the congregation/community during the reporting period?

☐ Yes

☐ No

**4.1b How many victims/survivors of abuse have contacted you or members of your community to seek some form of support?**

ex: 23

number

**4.1c How many of these disclosures were...**

	Number
emergencies requiring immediate intervention	<input type="text"/>
allegations of non-recent abuse	<input type="text"/>
allegations of ongoing abuse	<input type="text"/>
disclosed by survivors	<input type="text"/>
reported by others	<input type="text"/>

**4.2a In how many of these disclosures were the following actions taken by the congregation/community?**

	Number
SLC met with survivor	<input type="text"/>
Survivors were accompanied to meeting	<input type="text"/>
Survivors were advised that congregation will report to Police	<input type="text"/>
Key points covered in meeting were agreed with survivor	<input type="text"/>
Member of religious met with survivor	<input type="text"/>

**4.2b What support is made available by the congregation/community to victims/survivors of abuse?**

- ☐ Signposted to relevant counselling/support services
- ☐ Referral to Raphael Counselling service
- ☐ Referral to other counselling/support service with agreement of victim/survivor
- ☐ Direct support to victim/survivor from DSA
- ☐ Referral to a service that provides spiritual/psychological healing (e.g. Grief to Grace)

**4.2c In how many cases did a survivor accept the offer of meeting with the Safeguarding Link Coordinator (SLC)?**

e.g., 23

**4.2d What other forms of support were provided by your Congregation?**

- |                                    |                                    |
|------------------------------------|------------------------------------|
| <input type="checkbox"/> Spiritual | <input type="checkbox"/> Emotional |
| <input type="checkbox"/> Practical | <input type="checkbox"/> Financial |

**4.2e Please comment below on any particular challenges arising from providing care and support to survivors.**

Type here...

**Standard 5: Managing and providing care for respondents to allegations of abuse**

**5.1a Was anyone associated with your congregation/community - i.e. member, employee, volunteer - named as a RESPONDENT in any allegation of abuse?**

- ☐ Yes ☐ No

**5.1b How many members of your congregation/community were named as "respondents" in any allegations of abuse that you received?**

ex: 23

Number

**5.1c How many of these respondents were suspended from ministry?**

ex: 23

Number

**5.1d How many EMPLOYEES were named as respondents in any allegations of abuse that you received?**

ex: 23

Number

**5.1e How many of these EMPLOYEES were suspended from their duties?**

ex: 23

Number

**5.1f How many VOLUNTEERS were named as "respondents" in any allegations of abuse that you received?**

ex: 23

Number

**5.1g How many of these VOLUNTEERS were suspended from their duties?**

ex: 23

Number

**5.2a Does the congregation/community have any active Welfare Monitoring Plans in place to manage a respondent?**

☐ Yes

☐ No

**5.2b How many active Welfare Monitoring Plans do you have in place?**

ex: 23

**5.3a How many people in your congregation/community were active in the role of Support Person during the reporting period?**

e.g., 23

**5.3b Can you identify someone in your congregation/community who, with training, could undertake the role of Support Person to manage and monitor the welfare of respondents?**

☐ Yes

☐ No

**5.3c Would you wish this person to participate in training for this role?**

☐ Yes

☐ No

**5.3d Please comment on any particular challenges that you faced when managing those who were respondents to allegations of abuse.**

## Standard 6: Working Together to develop a culture of care

**6.1a Was completing this self-evaluation questionnaire discussed within your congregation/community?**

- ☐ Yes ☐ No

**6.1b Who was involved in the discussion?**

- ☐ Safeguarding Link Coordinator  
☐ Major Religious Superior or Congregation or Community Leader for Scotland  
☐ Representative from local diocese  
☐ Other volunteers

**6.1c If no discussion took place, please explain below.**

**6.4a How many members of your congregation/community in Scotland have specific Safeguarding roles?**

ex: 23

number

**6.4b Describe the frequency of communication about Safeguarding between your Safeguarding Link Coordinator for Safeguarding and the Major Religious Superior or Congregation or Community Leader for Scotland.**

- ☐ Regular ☐ Occasional ☐ Rare

**6.4c Does your congregation/community have an identified point of contact with your local diocese?**

- ☐ Yes ☐ No

**6.4d How often do you meet with your local diocese to discuss Safeguarding matters?**

- ☐ Regularly ☐ Occasionally ☐ Never

**6.4e Please identify your main sources of advice on Safeguarding matters**

- ☐ Scottish Catholic Safeguarding Standards Agency
- ☐ Local Diocese
- ☐ Our own Congregation
- ☐ RLSS in England and Wales
- ☐ Conference of Religious in Scotland

☐

**6.4f What Safeguarding materials do you make available in your community?**

- |  |   |
|--|---|
| <input type="checkbox"/> Safeguarding Contact poster       | <input type="checkbox"/> What to Do poster                        |
| <input type="checkbox"/> Our Safeguarding Standards poster | <input type="checkbox"/> Our Safeguarding Culture of Care leaflet |
| <input type="checkbox"/> Safeguarding Matters newsletters  | <input type="checkbox"/> In God's Image                           |

☐

**6.4g Is your congregation/community a member of the Conference of Religious in Scotland?**

- ☐ Yes ☐ No

**Standard 7: Training and support for all responsible for safeguarding**

**7.1a Did any congregation/community members participate in mandatory Safeguarding Induction training?**

- ☐ Yes ☐ No

**7.1b Which Safeguarding Induction training was offered to your congregation?**

- ☐ Safeguarding Induction Part 1
- ☐ Safeguarding Induction Part 2
- ☐ New Safeguarding Induction package
- ☐ Other: please outline below

**7.1c Please provide detail on any other induction training provided**

**7.1d Did your congregation/community undertake any activity to improve familiarity with 'In God's Image'?**

☐ Yes

☐ No

**7.1e Please outline activities undertaken.**

Type here...

**7.2a How many of the members of your congregation/community have completed Safeguarding Induction Training PART 1?**

ex: 23

**7.2b How many of the members of your congregation/community have completed Safeguarding Induction Training PART 2?**

ex: 23

**7.2c In the past year how many members of your congregation/community participated in Safeguarding training provided by another Religious Congregation or Community?**

ex: 23

**7.2d In the past year how many members of your congregation/community participated in Safeguarding training provided by a Diocese?**

ex: 23

**7.2e If any member of your congregation/community participated in Safeguarding training provided by another organisation, please name these training providers here.**

**7.2f Has any of your congregation/community received any training in Trauma Informed Practice?**

☐ Yes

☐ No

**7.2g Please provide details of this training.**

7.2h Did your congregation/community participate in the 2023 Religious Safeguarding Day at Carfin?

☐ Yes

☐ No

7.3a From the following list of suggested Safeguarding training subjects, please rate the level of importance to the parish in helping discharge its Safeguarding responsibilities.

	High	Medium	Low
Safeguarding Risk Assessment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trauma Informed Response to disclosures of abuse	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Management of high risk offenders (Safe Worship)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Refresher of safe recruitment procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online bite sized IGI modules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Religious Safeguarding Day	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7.3b Please list below any new Safeguarding TRAINING NEEDS that you have identified.

## Standard 8: Planning for continuous improvement in safeguarding

8.1 In the past year did the congregation/community leader in Scotland communicate with your community on some aspect of Safeguarding?

☐ Yes

☐ No

8.2 How regularly were you able to review progress with last year's plans to improve safeguarding?

☐ 2/3 times

☐ Once

☐ Never

☐ Other



**8.3 Describe the IMPACT on your safeguarding practice of any IMPROVEMENTS PLANNED last year.**

Type here...

**8.4 Do you have any other comments /reflections / suggestions in relation to Safeguarding?**

Type here...

**8.5 What IMPROVEMENTS are you planning?**

Type here...

### **SUBMITTING YOUR COMPLETED QUESTIONNAIRE**

**NB Your completed questionnaire must be submitted by 24th May 2024**

You should review the pages of the self-evaluation questionnaire to ensure that you are satisfied with all the entries. When you are ready to submit your completed form, click on the **SUBMIT FORM** button below.

An immediate acknowledgement of your submission should appear on screen.

Within a few minutes an email message will be sent to the email address you have provided. This message will provide an **EDIT** link (in case you need to change your

submission) and a **PDF** of your submitted questionnaire. Ticking "I consent" below indicates that you agree to receiving emails about this.

**(NB You may need to check your JUNK or SPAM folder for email messages.)**

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Please select "I consent" below to confirm that you consent to the information you provide in this form being shared with the SCSSA and the CRSSC ( Conference of Religious in Scotland Safeguarding Commission). \*

☐ I consent

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