



CONCERN ABOUT A MINISTER'S SAFEGUARDING PRACTICE

There are two forms for raising concerns about an Accredited Minister, Recognised Local Minister, or Nationally Recognised Pastor (or for those who are training for accredited or recognised ministry.)

1. If you have a safeguarding concern about a minister, please complete *this* form and fill in the boxes below.
2. If you wish to complain about a minister's conduct, please see 'COMPLAINT ABOUT A MINISTER'S CONDUCT'

If you are not sure which form to complete, please complete either form and send it to the Ministries Team Leader who will consider your concerns in conjunction with the Baptist Union National Safeguarding Team. The address is shown at the end of this form.

INTRODUCTION

What this form can be used for

This form can be used to raise a safeguarding concern about an Accredited Minister, Recognised Local Minister, or Nationally Recognised Pastor. Some examples of safeguarding concerns to be reported via this form might be:

- Allegations or disclosures of behaviour towards children, young people or adults at risk which may have caused physical, emotional, psychological, sexual or spiritual harm.
- Allegations or disclosures about harm or abuse experienced in the past.
- Allegations or disclosures of domestic abuse, including coercive or controlling behaviour
- Failure to respond appropriately to a safeguarding concern raised by others.

Please note that these are examples and that each concern is assessed on its own merits.

Please be aware that where the concerns you have shared with us indicate that a crime may have been committed, we will encourage you to report it to the police in the first instance, or will report it to them on your behalf.

What this form should not be used for

This form is only to be used when you have safeguarding concerns about an Accredited Minister, Recognised Local Minister, or a Nationally Recognised Pastor. If you do not know whether a person is accredited or recognised in one of these ways, you may check the [published lists](#) on the BUGB website. If you have a concern about any member of a local church's staff or ministry team, or about a staff member of a Regional Association or Baptist College, and they are *not* listed as either accredited or recognised, please take your concern to that church or organisation's Designated Person for Safeguarding.

YOUR SAFEGUARDING CONCERNS

Please provide the following information:

Your name

Your address

Your telephone number(s)

Your email address

**The name of the minister about whom
you have concerns**

**The church or other role in which the
minister works, if known**

Please tick one or both boxes according to whether your concerns relate to behaviours that are directed:

- A. towards yourself and which you believe have caused you harm**
- B. towards other people where you have witnessed harm or where another person has disclosed to you that they have been harmed**

If you answered (B), please write the names of those who you believe have been harmed or put at risk of harm.

(If any of the questions below require more space to answer, please attach a continuation sheet)

Details of your concerns

Please include specific examples of behaviour you are concerned about. Please include dates, times and places wherever possible. Where this behaviour relates to others, please indicate clearly if they have given their consent for you to share the information with us. (You can still share information with us even if you do not have consent. However, if we carry out enquiries, it is helpful to know whom we can approach directly.)

Details of any other people you think we should speak to about these concerns

Please give contact details and explain why it would be helpful for us to speak to them. For example, they may be witnesses, or someone with whom you have shared your concerns, or someone who has spoken to you about their own concerns.

Details of anyone else to whom you have reported your concern

Please give details of anyone else you have spoken to about regarding these concerns, for example, your church or organisation's Designated Person for Safeguarding (DPS), or the police, or the Local Area Designated Officer (LADO).

Any additional information relevant to your concerns

Please provide any further information you think will be useful.

Taking care of yourself

We recognise that it is a brave step to report a safeguarding concern formally. If you are reporting abuse that has happened to you, then we would encourage you to seek out a trusted friend or church member who can offer you support during this process.

If you are reporting abuse that you believe has happened to others, you may also be deeply affected by what you have heard or witnessed. Once again, we would encourage you to seek out a trusted friend or church member who can offer you support during this process.

DECLARATION

By ticking each box before signing below I confirm that:

- 1. To the best of my knowledge the information I have provided is accurate.**
- 2. I am willing for the details of my concern and any supporting documentation I have submitted to be provided to the minister of concern, should it be necessary to do so.**

(Please note that as part of our safeguarding investigation process it is our normal practice to interview the minister about whom allegations have been made. During this interview, we will share with the minister the overview of the concerns and, usually, who has raised them. This is so they can give an account of their actions. At the end of the investigation process a formal report will be prepared. We will provide the minister under investigation with a copy of the report, including supporting documents which will include this form. If you are worried about your concerns being shared, please contact the BUGB National Safeguarding Team on 01235 517719.)

- 3. I understand the data will be recorded and retained on BUGB systems as outlined in the BUGB privacy notice which may be found here:**
http://www.baptist.org.uk/Articles/369731/BUGB_PRIVACY_STATEMENT.aspx.

Signed

Date



Please email this form to ministries@baptist.org.uk or print and send it to the Ministries Team Leader at the following address, marked 'Private and Confidential'

Ministries Team Leader, BUGB, Baptist House, PO Box 44, 129 Broadway, Didcot, Oxon, OX11 8RT