**Model Safeguarding Provision for visiting groups (Bell Ringers, choirs etc.)**

The Parochial Church Council of ……………………..……(**insert parish name**) has a Policy for Safeguarding Children, Young People and Vulnerable Adults - a copy is attached.

Your visit is conditional upon you complying with the parish safeguarding policy unless you already have an equivalent policy of your own.

The parish will nominate an individual to facilitate the visit including inducting and briefing the group leaders in relation to relevant health and safety issues.

You are required to ensure that children, young people and vulnerable adults are protected at all times, by taking all reasonable steps to prevent injury, illness, loss or damage occurring; and that you carry full liability insurance for this.

**In particular this means that:**

* Group leaders will have followed their organisation’s safer recruitment policy and completed any required safeguarding training associated with their role.
* Supervision of the visitors will be facilitated by an adult named leader, who will complete and retain a register of their attendees.
* If children are part of the visiting group, there will be at least two adult leaders and children will not be left unattended at any time.
* Visitors will not join or participate in any other activities that are being held in the same venue, unless with prior arrangement.
* If any visitor is known to have caused harm and/or has cautions or convictions relating to children and adults or has existing safeguarding arrangements, the leader will confidentially discuss this with the parish representative prior to the visit.

**Signature of Parish representative …………………….............................…..**

**Name: …………………………………………………………………………………………**

**E-mail: ………………………………………………………..Tel. No: ………………………**

**Declaration**

**I agree to abide by appropriate safeguarding procedures. I understand that our visit may be cancelled or terminated in the event of any failing to comply with these procedures.**

**Signed ………………………………………………… Role ……………………………**

**Organisation ………………………………………….. Date ……………………………………**

**Please sign two copies, one to be retained by the parish, and one by the visiting organisation.**