

Question to consider (QtC) asked by auditors - Action point	Audit reference	Responsibility or ownership	Date for completion
Clarify Walkie Talkie protocol	3.1.5	Cathedral Safeguarding Coordinator	COMPLETE
Disadvantaged Protocol	3.1.7	Vergers	31/12/23
Sharps kit and training	3.1.8	Vergers	31/12/23
QtC Risk assessment for lone working by Vergers	3.1.9	Dean's Verger	COMPLETE
Formal lockdown protocol	3.1.10	Cathedral Safeguarding Officer	COMPLETE
QtC Missing child/adult protocol	3.1.10	Cathedral Safeguarding Officer	COMPLETE
QtC To consider extending CCTV	3.1.14	Cathedral Safeguarding Officer	ONGOING and funding dependent
QtC Training around de-escalation and Domestic Violence	3.1.15	Cathedral Safeguarding Coordinator	30/9/23
QtC safeguarding included in Volunteers appraisal with feedback	3.1.22	Volunteer Co-ordinator	31/12/23
QtC messaging for children if lost or who turn to	3.1.23	Schools and Learning Officer	COMPLETE
QtC Safeguarding consideration should education include classroom work	3.1.21	Schools and Learning Officer	COMPLETE
QtC offer contact for 'retiring' volunteers	3.1.29	Volunteer Co-ordinator	29/7/23
QtC Additional training for all in DV, Mental Health and substance abuse	3.1.31	Cathedral Safeguarding Coordinator	29/9/23
Protocol for 'Deputies' joining back row		Director of Music	COMPLETE
Update Safeguarding training for Chorister Parents		Director of Music	COMPLETE
Varied communication between DoM & Parents	3.2.13	Director of Music	COMPLETE
QtC strengthen information sharing between School & Cathedral	3.2.14	Cathedral Safeguarding Officer	COMPLETE once SLA agreed
Protocol to Clarify expectations from Lay Vicars Choral	3.2.15	Director of Music	COMPLETE
QtC Ensure chorister parents and choristers feel confident in raising concerns without consequences	3.2.12 3.2.13	Director of Music	COMPLETE
QtC Raise confidence that anyone can report concerns safely and/or anonymously	3.2.12	Cathedral Safeguarding Officer	COMPLETE
QtC clarify expectations for those working directly and indirectly with Choristers	3.2.14 3.2.15	Canon Precentor	COMPLETE
QtC ensure Bell Ringers can recognise adult vulnerability in own team and visitors (face2face training?)	3.2.20	Canon Precentor	24/6/23
QtC plan how to ensure Ringers feel connected to Cathedral	3.2.21	Canon Precentor	COMPLETE
QtC improve mutual sharing of information with external agencies	3.3.6	Cathedral Safeguarding Officer	COMPLETE
Improve quality of recording files, e.g. summary sheets and how concluded	3.3.10	Cathedral Safeguarding Coordinator	COMPLETE
QtC identify and deliver additional training for public facing roles. Domestic and substance abuse, Mental Health, de-escalation, Prevent?	3.5.7	Cathedral Safeguarding Coordinator	29/9/23
Timescale for volunteers completing training	3.6.4	Cathedral Safeguarding Coordinator	COMPLETE
QtC Improve file checklist for safer recruitment & recording of DBS checks	3.6.7	Cathedral Safeguarding Coordinator	COMPLETE
QtC ensure recruitment records of leavers comply with GDPR	3.6.8	Cathedral Safeguarding Coordinator	COMPLETE
Ensure Spiritual Abuse is properly included in all relevant Handbooks and Policy documents		Cathedral Safeguarding Coordinator	COMPLETE

Deliver communication on spiritual abuse		Dean	24/9/23
QtC Policy document needed to cover use of IT, personal mobiles, social media and storage of other's details or photographs.	4.1.5	Cathedral Safeguarding Coordinator	30/9/23
QtC to what extent is the Cathedral able to strengthen and support the work of the CSA by increasing capacity for Safeguarding both now and in the future	4.2.8	Dean	26/8/23
QtC can Safeguarding files be identified easily and recurring incidents considered alongside past concerns	4.3.3	Cathedral Safeguarding Officer	COMPLETE
QtC How can Cathedral be assured that safeguarding work between Cathedral and School is both qualitative and robust with mutual challenge given & received	5.1.10	Chair of Safeguarding Committee	COMPLETE
QtC How might Cathedral best engage with external agencies to provide a quality assurance loop regarding multi-agency safeguarding work	5.1.11	Cathedral Safeguarding Officer	COMPLETE
QtC How can the Cathedral best ensure the DSSP provides the supportive challenge required	5.4.3	Cathedral Safeguarding Officer	COMPLETE
To whom can the Chair of Safeguarding Committee turn for advice or sounding board		Chair of Safeguarding Committee/The Dean	COMPLETE
QtC utilise existing or create new opportunities to share further the message of Safeguarding & its theological importance	5.5.4	The Dean	31/12/23
QtC How to provide and deliver support for survivors of abuse	5.5.5	Cathedral Safeguarding Officer	31/12/23
QtC How can those responsible for Strategic Leadership best ensure the development of support for survivors of abuse	5.5.12	Cathedral Safeguarding Officer	28/12/23
QtC Make best use of Strategic Plan to drive Safeguarding agenda	5.5.12	The Dean	28/12/23
QtC Introducing more formal lines of communication across all departments to strengthen and standardise operational Safeguarding, to share good practice and contribute to safeguarding culture	5.5.16	Cathedral Safeguarding Officer	COMPLETE
QtC How might the commitment to a safeguarding culture be strengthened both for the congregation and visitors	5.6.6	The Dean	31/12/23

Notes:

QtC are questions to consider lifted directly from the SCIE audit.

The remaining questions arose from the SCIE audit and are matters the Cathedral is looking to address.

This Action Plan will be updated on the website annually.