

Paper S1

URC roles eligible for a criminal record check – updated

Safeguarding Committee

Basic information

Contact name and email address	Sharon Barr sharon.barr@urc.org.uk Roger Jones rjones@urcsouthern.org.uk
Action required	Decision.
Draft resolution(s)	Assembly Executive approves the updated matrix of roles eligible for a disclosure and barring scheme checks.

Summary of content

Subject and aim(s)	To update the matrix of roles eligible for a disclosure and barring scheme check (DBS) that was agreed by Mission Council in November 2018 and updated at General Assembly 2021.
Main points	To add certain roles to those eligible for a DBS check, and to amend the level of check for others.
Previous relevant documents	Mission Council: November 2018 – Paper R3 General Assembly: July 2021 – Paper T6.
Consultation has taken place with...	Safeguarding Committee Synod Safeguarding Officers Secretary for Ministries Data Analyst and Administrator for Ministries.

Summary of impact

Financial	None anticipated.
External (eg ecumenical)	None anticipated.

Background

In November 2018, as part of a larger paper about vetting, disclosure and barring checks throughout the URC, the Safeguarding Advisory Group presented a matrix outlining roles within the United Reformed Church, and the level of check required this was reviewed and updated at General Assembly 2021.

It is now appropriate to update that matrix as below, additions are highlighted in **BLUE**.

At present, all lay preaching and worship leading requires a DBS, as it is not possible to do PVGs in Scotland.

From 2021, it was agreed to train Assembly Accredited Lay Preachers and Locally Recognised Worship Leaders. There is a further category of Lay Preacher, that of Locally Recognised or Synod Lay Preacher trained before 2021. The final category of preacher or worship leaders is that of a URC member who has not had any formal training but preaches on a regular basis in local URCs. The matrix has differentiated between these four categories and who is responsible for actioning the DBS.

It is likely that further updates will be required due to changes with PVGs in Scotland.

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	Enhanced with barring information		Enhanced without barring information		Basic check	No checks	New and five year renewals To be actioned by
	Adults	Children	Adults	Children			
Ministers, stipendiary/NSM and Church Related Community Workers– Active (including active retired) see here for definition	✓	✓					Ministries Office
Ministers, stipendiary/NSM and Church Related Community Workers – Non-active						✓	Ministries Office
Ministers of other denominations employed by the URC	✓	✓					Ministries Office
Others in special category ministry posts	✓	✓					Ministries Office
Ministers and CRCWs in training	✓	✓					Ministries Office
Synod appointed lay pastors, local leaders and interim ministers	✓	✓					Ministries Office
URC Assembly accredited lay preachers in England and Wales			✓	✓			Ministries Office
URC Synod (Locally Recognised) Lay Preachers			✓	✓			Synod
URC Locally Recognised Worship Leaders			✓	✓			Synod
URC members who preach regularly (four times per year or more)			✓	✓			Local church
Assembly staff and Church House support staff who undertake regulated activity with children and/or adults	✓	✓					Ministries Office
Synod Safeguarding Officers or other safeguarding designated professionals, including safe church advisers	✓	✓					Synod

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	Enhanced with barring information		Enhanced without barring information		Basic check	No checks	New and five year renewals To be actioned by
	Adults	Children	Adults	Children			
Church Safeguarding Coordinators, Lead / Primary contact and Deputy/Joint	✓	✓					Local Church
Interim Moderators						✓	Synod
Children's and youth workers (voluntary or paid), children and youth workers, stewards and drivers in settings with regulated work with children and young people	✓	✓					Local Church
Vulnerable adult workers (voluntary or paid), elders and pastoral and personal care visitors where the role includes direct feeding, physical care, assistance with financial matters, bereavement support/counselling or driving to medical or social care appointments	✓						Local Church
Vulnerable adult workers (voluntary or paid), elders and pastoral care without personal care			✓				Local Church
United Reformed Church trustees or Elders as local church trustees, registered charities providing regulated activities for children or adults at risk			✓	✓			Local Church
United Reformed Church Trustees					✓		Ministries Office
Synod Trustees			✓	✓			Synod
Serving Elders			✓	✓			Local Church
Assembly accredited lay preaching and locally recognised worship leaders in training			✓	✓			Ministries Office
Authorised Elders **			✓	✓			Local Church

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	Enhanced with barring information		Enhanced without barring information		Basic check	No checks	New and five year renewals To be actioned by
	Adults	Children	Adults	Children			
Church caretaker and cleaners or equivalent					✓		Local Church
Church Administrators (or equivalent working from a Church Office)					✓		Local Church
Church treasurers or equivalent					✓		Local Church
Synod administrator/PA/Office manager/ Admin Assistant (Safeguarding) or equivalent whose role involves safeguarding administration					✓		Synod Admin Assistant (Safeguarding): Ministries
Synod treasurers / Synod Finance Officer or equivalent					✓		Synod
Children and Youth Development Officer	✓	✓					Ministries Office

** Authorised Elders – it has been the practice of the United Reformed Church to authorise elders and lay preachers occasionally to preside at the sacraments of communion and baptism