

VI Implementation—Structure, Responsibility and Accountability

- Set out the responsibilities of the Safeguarding Policy Committee, the Provincial Safeguarding Coordinator, Vicars and Parish Safeguarding Officers
- Stated that the Policy shall be implemented at all levels by HKSKH and its ministries
- Explain the role of the provincial Chancellor

VII Creation of Safe Environment

7.1 Definition of volunteers specific to this section

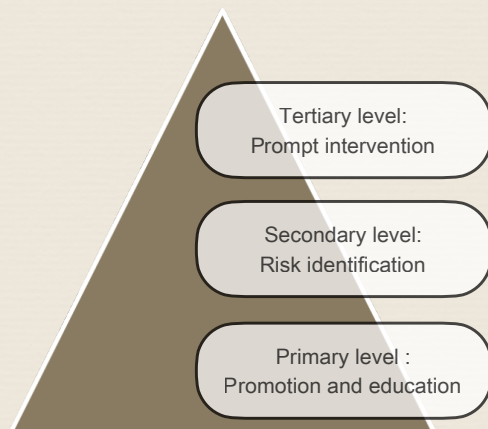
“Volunteers” mean persons who serve in unpaid positions which give chances for them to be alone with a child or vulnerable adult.

7.2 Operational procedures

The Province, each Diocese and Parish shall implement operational procedures for:

- (a) screening and recruitment of staff and volunteers (7.3)
- (b) induction and training of staff and volunteers (7.4, 7.5)
- (c) safeguarding practices (7.6)
- (d) handling disclosure of misconduct (VIII)
- (e) release of information related to incidents of misconduct according to this Policy

7.6 Prevention Best Practices



7.6 Prevention Best Practices (Cont.)

- Visibility (7.6.3)
- Minimizing one-on-one situations (7.6.4)
- Appropriate and inappropriate touch(7.6.5)
- Appropriate and inappropriate speech(7.6.6)
- Misconduct, inappropriate relationships, and bullying(7.6.7)
- Information technology and communication media (7.6.8)
- Rules specific to ministry with children and vulnerable adults (7.6.9)
- How to deal with staff and volunteers who have committed sexual offences, or abused children or vulnerable adults, and related reporting mechanisms (7.6.10-7.6.12)

VIII Procedures for Handling Alleged Misconducts

If the incident involved is criminal in nature, or the safety of the person involved is threatened, the church should advise the alleged victim to report it to the police as soon as possible.

IX Domestic Abuse

Domestic abuse is violence or other form of abuse in a domestic relationship such as in marriage or cohabitation. It often refers to violence or abuse of:

- spouse or former spouse,
- elderly
- children in the family.

X Responding to Enquiries

- 10.1 Media Enquiries - refer at once to the official spokesperson of HKSKH
- 10.2 Other Enquiries - The Vicar or a person designated by him/her will respond to all inquiries within the Parish
- 10.3 The church should not release any information until its factual content has been properly confirmed

XI Review of This Policy

This Policy shall be evaluated and updated when need arises and at least once every three years.



香港聖公會
HONG KONG SHENG KUNG HUI

Safeguarding Policy

A Brief Summary



關心 防護
Safeguarding
We Care



Hong Kong Sheng Kung Hui Safeguarding Policy Committee

16th Floor, Tung Wai Commercial Building
109–111 Gloucester Road, Wan Chai Hong Kong
Tel.: +852 6054 5456
Fax: +852 2521 2199
Email: safeguarding@hkskh.org
Webpage: <http://safeguard.hkskh.org>

I. Forward

- Foreword by the Archbishop and Primate Andrew
- Words from Archbishop Emeritus Paul

II. Biblical Mandate for Providing a Safe Church

- “To act justly and to love mercy and to walk humbly with your God.” (Micah 6:8)
- Among the Five Marks of Mission of the Anglican Communion, the fourth Mark:
“To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation” challenge all of us to pursue this cause.

III. Applicability

- 3.1 cover the conduct of all levels of church personnel, ordained and lay, employees and volunteers and all people participating in the life of the church events.
- 3.2 applies to all the parishes and their ministries in the HKSKH.

IV. Overriding Principles

- 4.1 Comply with all relevant laws of Hong Kong.
- 4.2 Zero tolerance on all forms of misconduct.
- 4.3 Protect all individuals especially children and vulnerable persons.
- 4.4 Immediately conduct internal investigation.
- 4.5 Will not permit sex offender to serve with our ministries.
- 4.6 Tolerates no misconduct, abusive or exploitative behaviour or bullying within the church community.
- 4.7 Provide pastoral support to all parties; support recovery. Uphold best interest of all parties.
- 4.8 Respect confidentiality of all parties.
- 4.9 Provide education and a model of best practice in creating a safe environment and community.
- 4.10 Make this Policy widely known to all members of the church and the public.
- 4.11 More stringent standard shall apply if standards differ from partner organizations.

5.1 Vicar

A vicar is the priest having the cure of souls in a parish. Where the context of this Policy requires or permits, “Vicar” shall include the priest-in-charge of a mission church.

5.2 Parish

“Parish” carries the same meaning as defined by the Canons of Hong Kong Sheng Kung Hui; and where the context of this Policy requires or permits shall include mission church.

5.3 Pastoral relationship

A pastoral relationship is a relationship carried out in the name of or on behalf of the church or place of ministry, as the case may be, between a cleric, employee or volunteer and any person to whom such cleric, employee or volunteer provides pastoral counselling, pastoral care, spiritual direction, spiritual guidance or from whom the cleric, employee or volunteer has received confession or confidential or private information. In assuming responsibility for such a relationship, the cleric, employee or volunteer is deemed to acknowledge responsibility for the well-being of the other person, respect that individual’s personal integrity and determine not to abuse the power inherent in the relationship.

5.4 Consent

Consent is understood as non-coercive; therefore, consent has not been given if an individual agrees to any activity under threat, or if consent is obtained by fraud or through the influence of a person in authority over that person. Children under the age of 16 and mentally incapacitated persons are deemed incapable to give consent.

5.5 Misconduct

Misconduct refers to physical, sexual, or psychological actions or omissions that injure or endanger the well-being of an individual or a group in the church, and includes sexual misconduct, physical misconduct, child abuse and bullying.

Any activity or conduct in which a person in a pastoral relationship with another takes advantage of the vulnerability of the person under his/her pastoral care or other guidance or leadership, regardless of who appears to have initiated it, shall be deemed to be misconduct.

5.5 Misconduct (Cont.)

When in doubt as to whether a reported act is considered a misconduct, advice should be sought from the Provincial Safeguarding Coordinator / Parish Safeguarding Officer.

5.6 Sexual misconduct

Sexual misconduct includes sexual assault, sexual harassment and sexual exploitation.

5.7 Bullying

In general, bullying has three components in common, namely:

- Repetition
- Malicious intent
- Imbalance of power

Bullying can be broadly classified into four categories as follows:

- Physical bullying with aggressive behaviour
- Verbal bullying
- Indirect bullying
- Cyber-bullying

5.8 Vulnerable adult

A vulnerable adult is a person aged 18 or above who is unable to protect himself/herself from violence, abuse, neglect, significant harm or exploitation by reason of mental disability, physical disability, illness, old age, distress, or otherwise.

5.9 Child

A child is defined as a person under the age of 18.

5.10 Neglect and abuse of a child

- Physical abuse
- Neglect
- Sexual abuse
- Psychological abuse