

## **SUKKAT SHALOM – EDINBURGH LIBERAL JEWISH COMMUNITY**

### **SAFEGUARDING POLICY**

#### **Introduction**

Sukkat Shalom, Edinburgh Liberal Jewish Community (ELJC) is a small religious organisation affiliated to the national organisation The Movement for Progressive Judaism (MPJ). Our aims and values can be found on our website ([ELJC Purpose & Values](#)). We do not have our own building, have only one part-time paid employee (our Administrator) and have a part-time Rabbi, Mark Solomon.

#### **Purpose and Scope**

This policy applies to anyone involved with, or representing, ELJC at any of its activities. The purpose of the ELJC safeguarding policy is to protect all children, young people and vulnerable persons at any of its activities. ELJC believes that no person should ever experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and vulnerable persons to keep them safe. We are committed to operate in a way that protects them.

Policy

We recognise that:

- The welfare of the child/young person/vulnerable person is paramount
- All persons, regardless of age, disability, gender, racial heritage, belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse
- Working in partnership with children, young people, vulnerable persons, their parents, carers and other agencies is essential in promoting everybody's welfare

We will seek to keep children, young people and vulnerable persons safe by:

- Valuing, listening to and respecting them
- Appointing a nominated safeguarding lead / lead trustee
- Sharing concerns and relevant information with agencies who need to know, and involving children, young people, vulnerable persons, parents, families and carers appropriately
- Creating and maintaining an anti-bullying environment
- Investigating any allegations appropriately

Our safeguarding policy is to be followed by anyone working on behalf of ELJC, whether in a paid capacity or as a volunteer, at all times.

Contact Details

If you, or anyone known to you, has been subjected to any form of inappropriate behaviour, you have any concerns regarding our Safeguarding policy, or you wish to discuss any aspects of our policy, then please contact one of the following:

- The ELJC chair ([chair@eljc.org](mailto:chair@eljc.org))
- Nick Silk, ELJC Safeguarding Lead ([nicksilk@eljc.org](mailto:nicksilk@eljc.org))
- Rabbi Mark Solomon
- Should you wish to contact someone not directly associated with ELJC, MPJ has a Designated Safeguarding Lead, Rebecca Fetterman ([BFetterman@rjuk.org](mailto:BFetterman@rjuk.org))

## APPENDIX

This appendix details specific protocols for the topics listed.

### Safeguarding Complaints

#### **Receipt and Investigations of Safeguarding Complaints**

Should you have any concerns regarding Safeguarding, be that breaches of the policy or suggestions for improvements, you should contact one of the people listed in the “Contact Details” at the end of the main Safeguarding policy.

ELJC has a procedure relating to the receipt and investigation of complaints.

This procedure covers all complaints, including Safeguarding complaints / matters relating to breaches of our Safeguarding policy. The procedure can be found on our website ([ELJC Complaints Procedure](#))

#### **Information relating to Children and Vulnerable Adults**

There are many websites which have information relating to Safeguarding requirements and how to recognise signs of concern. Two websites which have such information are:

For concerns relating to children, see the NSPCC website –

<https://www.nspcc.org.uk/what-is-child-abuse/spotting-signs-child-abuse/>

For concerns relating to vulnerable adults abuse, see the Social Care Institute for Excellence website –

<https://www.scie.org.uk/safeguarding/adults/introduction/types-and-indicators-of-abuse/>

## General Policies

### **Cheder**

- All cheder teachers will be registered with the Protection of Vulnerable Groups (PVG) scheme (for children) run by Disclosure Scotland and organised for us by The Jewish Council of Scotland (JCoS)
- At cheder lessons, no teacher shall be scheduled for 1:1 teaching in a private room. Should such an instance occur e.g., due to only one child in the class being present, or a child needing special tuition, the cheder teacher should, if possible, arrange to teach the child in an area where other teachers and/or parents are able to observe. If this is not possible the headteacher should be informed as soon as possible, ideally before the lesson
- Where lessons are held virtually, parents/carers of children shall ensure that they are aware of what is happening during the lesson e.g., by being in the same room or an adjacent room where they can hear the content of the lesson
- Some bar/bat mitzvah lessons may involve 1:1 teaching. Where this is the case, as with other 1:1 teaching, such lessons should always be conducted with a parent/carer present or where they can hear the teaching of the lesson. This applies to virtual lessons as well as where the teacher and child are physically present

### **Photography**

The taking of photographs (or videos) is prohibited during services. While photography is permitted at other times, those taking photographs must ensure that permission is received from all who are in the photograph, and where such photographs are to be displayed publicly e.g., in the synagogue magazine, this must be made clear at the time the photograph is taken.

Cheder parents should complete a form at the start of the year to record whether or not photographs of their children could be taken and displayed as discussed above.

### **Personal (1:1) discussions**

There are occasions where synagogue trustees, the Rabbi, staff such as cheder teachers and volunteers have 1:1 discussions with members. In such cases the person concerned must bear in mind this policy and all individuals must be treated with respect. Where the person has any concerns about the nature or content of such discussions, they should keep confidential notes of the discussion. If it is appropriate they can discuss any concerns with the Safeguarding Lead.

### **On-line interaction**

Details of cheder and 1:1 interactions are covered in the headings above. Otherwise, for communal activities such as virtual services, educational and social events, the general principles of our safeguarding policy apply – everyone on a Zoom call (or equivalent) must behave with integrity and respect, and it is beholden on all those on the call to call-out any breaches. The requirement to behave with integrity and respect equally applies to any on-line publications such as our website and social media activities.

### **Council members**

Council members are defined in the synagogue constitution as the trustees and as such are legally responsible for Safeguarding matters. All Council members must undergo appropriate Safeguarding training and all Council members must be members of the the PVG scheme (for children). All Council members must agree to the expectations of Council members ([Expectations of Council Members](#)) and abide by the Code of Conduct for Council Members ([ELJC Council Members Code of Conduct](#))