



FLAME INTERNATIONAL SAFEGUARDING POLICY

Contents

| | |
|---|----|
| SECTION 1: ORGANISATION DESCRIPTION AND COMMITMENT TO SAFEGUARDING | 2 |
| 1. Flame International’s Activities | 2 |
| 2. Our Safeguarding Commitment | 3 |
| 3. Scope of this policy..... | 3 |
| SECTION 2: PREVENTION | 4 |
| 4. Safer recruitment | 4 |
| 5. Disclosure and Barring (DBS) Checks..... | 5 |
| 6. Safeguarding Training..... | 5 |
| 7. Management of Staff – Codes of Conduct | 5 |
| 8. Online Safeguarding | 6 |
| SECTION 3: PRACTICE GUIDELINES | 6 |
| 9. Working in Partnership..... | 6 |
| SECTION 4: RESPONDING TO ALLEGATIONS OF ABUSE | 7 |
| 10. Signs of Potential Abuse..... | 7 |
| 11. Forms of Disclosure..... | 8 |
| 12. Reporting Procedure..... | 9 |
| Appendix 1 to Flame’s Safeguarding Policy - FLAME’S CODE OF CONDUCT..... | 12 |
| Appendix 2 to Flame’s Safeguarding Policy - Prayer Ministry Guidelines..... | 16 |
| Appendix 3 to Flame’s Safeguarding Policy – Reporting Flow | 17 |

SECTION 1: ORGANISATION DESCRIPTION AND COMMITMENT TO SAFEGUARDING

Name of Organisation: Flame International

Address: PO Box 424, Aldershot, GU11 9ER

Tel No: 01252 336509

Email address: office@flameinternational.org

Charity Number: 1195672

Company Number: 13154259

Insurance Company: Employers & Public Liability through Newline Insurance Company

Designated Safeguarding Lead (DSL): Ian Fall (Outreach and Training Officer)
ian@flameinternational.org, 07341414914

Deputy Designated Safeguarding Lead (DDSL): Operations Support Manager (details tbc)

Trustee Safeguarding Lead: Graham Roberts

External Advice: **thirtyone:eight** (formerly CCPAS) PO Box 133, Swanley, Kent, BR8 7UQ, Tel: 0303 003 1111

1. Flame International's Activities

1.1. Flame International (Flame) is a mission organisation whose primary mission is to bring God's healing, forgiveness and reconciliation to people traumatised by war, genocide, oppression and persecution. Flame does this by taking teams of volunteers on short term overseas missions, often lasting 2 weeks, to run Healing Conferences where they teach church leaders and pray with them. At times on mission, the Flame teams also visit army barracks, police stations, prisons, Bible schools, hospitals, schools, orphanages etc. in the locality to preach, teach and pray with people.

1.2. In the UK, Flame delivers:

- In person teaching and training events (e.g. The Forge, Healing Days)
- Online teaching and training events (e.g. Prayer for the Nations, Bespoke Courses)

The teaching and training events which Flame runs in the UK usually offer prayer ministry for adults who attend. This prayer ministry is undertaken by volunteer prayer ministers who are authorised and often trained by Flame.

There may be occasional contact with adults with care and support needs at these events. There is no prayer ministry for children (under 18s) without parental supervision.

1.3. Flame attends national Christian events, running exhibition stands and seminars. There may be 'incidental' contact with children and adults with care and support needs at these events. In this circumstance we shall follow the event organisers safeguarding policy.

2. Our Safeguarding Commitment

2.1. The leadership of Flame International recognises the need to provide a safe and caring environment for children and adults. We acknowledge that children and adults can be the victims of physical, sexual, emotional and spiritual abuse, and neglect. We accept the UN Universal Declaration of Human Rights 1948, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the UN Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical, spiritual or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child”.

2.2. As a Charity we have adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to building constructive links with statutory and voluntary agencies involved in safeguarding as and when this is appropriate to our work.

2.3 We recognise that safeguarding is the responsibility of everyone.

2.4. The policy and attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by thirtyone:eight, reflected in this policy.

2.5. Implementing the requirements of all relevant legislation including but not limited to; Working Together to Safeguard Children 2023, Equality Act 2010 and referring concerns about adults with care and support needs to the local authority under the Care Act 2014.

2.6. We endorse and are fully committed to following all national and local safeguarding legislation, procedures and statutory guidance, in addition to the international conventions outlined above, relevant to our work. We will continue to monitor safeguarding requirements in the light of changes in UK legislation. We will also provide any necessary safeguarding training for our staff and volunteers, and fully support our Designated Safeguarding Lead (DSL). The Trustees of Flame take safeguarding oversight responsibility.

2.7. We recognise that abuse and harm can occur online as well as in person. This includes harassment, exploitation, inappropriate contact, grooming, bullying, and discriminatory behaviour through social media, email, digital platforms or our app.

All online safeguarding concerns will be responded to in line with our safeguarding procedures. Staff and volunteers must report concerns immediately to the Designated Safeguarding Lead.

We are committed to ensuring that our digital platforms are used safely and responsibly, and we will take appropriate action where misuse occurs.

3. Scope of this policy

3.1. This policy details Flame’s requirements and approach to safeguarding for its work in the UK. A separate policy exists in relation to our overseas mission work.

3.2. This policy applies to all staff. For ease, the term 'staff' means employees, trustees/directors, officers, consultants, contractors, volunteers, interns, casual workers and agency workers employed or engaged by Flame.

SECTION 2: PREVENTION

4. Safer recruitment

4.1. We will ensure that all Flame staff and other team members, who are most likely to have dealings with children and adults having care and support needs in the course of their work with Flame are interviewed, trained, supported and supervised in accordance with government guidance on safe recruitment. Specific measures for volunteers and staff are outlined in paragraphs 4.2 and 4.3 below.

4.2. Volunteers

4.2.1. There are written terms of reference;

4.2.2. Volunteers have completed a short application form including a self-declaration form regarding unspent criminal convictions / not being listed on the sex offenders register. Where they have signed Flame's volunteer agreement or a Flame contractor's contract (which includes an unspent criminal convictions declaration), it will not be necessary to sign a second unspent criminal convictions form.

4.2.3. A disclosure and barring check has been completed where appropriate (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information);

4.2.4. Training is provided as needed (e.g. periodic externally provided training such as by thirtyone:eight, augmented by internal training on specific issues; or online safeguarding training);

4.2.5. The volunteer has been given a copy of Flame's safeguarding policies, as well as any other operational guidance notes, and knows how to report concerns.

4.2.6. Where appropriate (e.g. where previously unknown or not well known to Flame), volunteers will be asked to provide proof of identity.

4.3. Employees

4.3.1. There is a written job description / person specification for the post;

4.3.2. Those short listed for a salaried role have been interviewed;

4.3.3. Safeguarding has been discussed at interview;

4.3.4. References have been obtained (normally directly from referees and in written form), and followed up where appropriate;

4.3.5. A disclosure and barring check has been completed where appropriate (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information);

4.3.6. Qualifications where relevant have been verified;

4.3.7. A suitable training programme is provided for the successful applicant;

- 4.3.8. The applicant has completed a probationary period;
- 4.3.9 The applicant has been given a copy of Flame’s safeguarding policies and knows how to report concerns.
- 4.3.10. Employees will be asked to provide proof of identity (including as part of proving immigration status as well as verifying identity).

5. Disclosure and Barring (DBS) Checks

5.1. In meeting our safeguarding responsibilities, we will undertake all necessary and appropriate Disclosure and Barring Checks (DBS) for staff and team members.

5.2. Our normal policy is to undertake DBS checks determined according to role and eligibility under DBS legislation.

5.2.1. UK Operations

- All Flame office staff members (paid and voluntary)
- All Flame Trustees
- Ministry team/volunteers who assist with training, outreach or prayer ministry (such as The Forge ministry facilitators)
- Leaders of our Summer events

5.2.2. Overseas Missions Trips

- Mission Team Leaders and Deputies;
- Mission Team members who will be delivering prayer ministry;

5.3. The normal administrative process will be for individual applicants to apply directly to the DBS through its online facility and then be reimbursed the fee by Flame.

5.4. All disclosure details will be dealt with confidentially in accordance with our Data Protection policy.

6. Safeguarding Training

6.1 Flame is committed to on-going safeguarding training and development opportunities for all staff, developing a culture of awareness of safeguarding issues to help protect everyone. All our staff receive induction training, and undertake recognised safeguarding training, on a regular basis and in a manner appropriate to their role with Flame. The extent and nature of this will depend on their exact role, such as whether they are volunteers or employed members of staff with oversight responsibilities.

7. Management of Staff – Codes of Conduct

7.1. Flame is committed to supporting all staff and to ensuring they receive support and supervision. All staff are issued with a code of conduct towards adults with care and support needs

and children (for the rare instances they come into contact with them). (See Appendix 1 to this policy).

8. Online Safeguarding

8.1. Flame is active online through the publication of teaching videos on our website, use of Facebook and Instagram accounts for marketing, Zoom events, and occasional videos for marketing purposes.

8.2. General Principles

- Online conduct must reflect the same standards as face-to-face engagement.
- We would not engage with children in any circumstance through online channels.
- Digital communication must remain transparent and accountable.
- Safeguarding concerns disclosed online must be reported in accordance with Section 12 of this policy.
- Recording of sessions must only take place with appropriate consent.
- Images or personal information must not be shared without consent.
- Particular care must be taken where there is a power imbalance in online pastoral or prayer contexts.
- Repeated private messaging or dependency-forming behaviour must be avoided.

SECTION 3: PRACTICE GUIDELINES

We wish to operate and promote good working practice for working with children and adults with care and support needs. This will enable staff to run any activities which Flame undertakes to which this policy applies safely, to develop good relationships and to minimise the risk of false or unfounded accusation.

9. Working in Partnership

9.1. The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

9.2. Therefore, we have clear guidelines regarding our expectations of those with whom we work in partnership, whether in the UK or overseas. We will discuss with all partners our safeguarding expectations and, where appropriate, will put in place a partnership agreement for safeguarding. It is also our expectation that any organisation using our premises, as part of the agreement will have their own policy that meets thirtyone:eight's safeguarding standards.

9.3. We believe good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

SECTION 4: RESPONDING TO ALLEGATIONS OF ABUSE

There are two principal ways in which any safeguarding issues are likely to come to our attention. The first is that we see signs of potential abuse; and the second is that allegations of abuse are disclosed to us.

10. Signs of Potential Abuse

10.1. Adults

People with care and support needs, such as older people or people with disabilities, can be more vulnerable to abuse or neglect. They may be less likely to realise that they are being abused or to report it. Signs of abuse can be difficult to detect. Essentially, they can fall into different categories:

- Physical abuse;
- Domestic violence or abuse;
- Sexual abuse;
- Psychological or emotional abuse;
- Financial or material abuse;
- Modern slavery;
- Discriminatory abuse;
- Organisational or institutional abuse;
- Neglect or acts of omission;
- Self-neglect.

For more detail regarding what each category may entail, please see the list of ‘types and indicators of abuse’ developed by the Social Care Institute for Excellence

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

10.1.1. Signs of spiritual abuse

Spiritual abuse is a form of emotional and psychological abuse. It can exist at all levels within the Church and Christian organisations, in the leadership as well as the members. It is characterised by a systematic pattern of coercive and controlling behaviour in a religious context. Essentially it involves misuse of scripture to coerce and control rather than guide; enforced accountability where individuals are not allowed to exercise consent and set boundaries around accountability. Manipulation and exploitation are signs of spiritual abuse where the individual is under pressure to conform by excessive service within the church to the exclusion of family and work commitments. Censorship is also an indicator, where disagreement or voicing concerns is not permitted, where it is seen as being disruptive behaviour, and where the abuser is ensuring a position of power. It can take the form of a requirement for blind obedience to the abuser where obedience is equated to the individuals’ obedience and love of God, or where the “Divine calling” of the abuser is used to coerce and control others. Exclusion and isolation within the Church is sometimes used, as is public shaming, to rebuke them. The signs to look out for are distrust, loss of identity and faith, feeling powerless and afraid, anger and self-blame, changing perceptions of reality, and a reluctance to engage with church or Christian organisations.

11. Forms of Disclosure

11.1 Low Level Concerns

The organisation recognises the importance of identifying and addressing low-level concerns as part of a proactive safeguarding culture. A low-level concern is any behaviour by a member of staff or volunteer that may be inconsistent with our code of conduct, appears to breach professional boundaries, or gives rise to a sense of unease, even if it does not meet the threshold for formal safeguarding procedures. Low-level concerns are to be addressed by the team leader informally and a note made with the DSL. Concerns will be managed sensitively, proportionately, and in line with our staff conduct and disciplinary procedures. We are committed to fostering an open and transparent culture in which staff feel confident to raise concerns in good faith, recognising that early identification and appropriate response help to safeguard children and protect staff.

11.2. Disclosure of allegations of abuse

It is not unusual for people at Flame events to ask for prayer ministry relating to physical, emotional, sexual, or spiritual abuse they have experienced. This prayer ministry is part of their healing journey following any abuse. This is unlikely to be the first time the person has disclosed the potential abuse.

11.3. Disclosure by an abuser

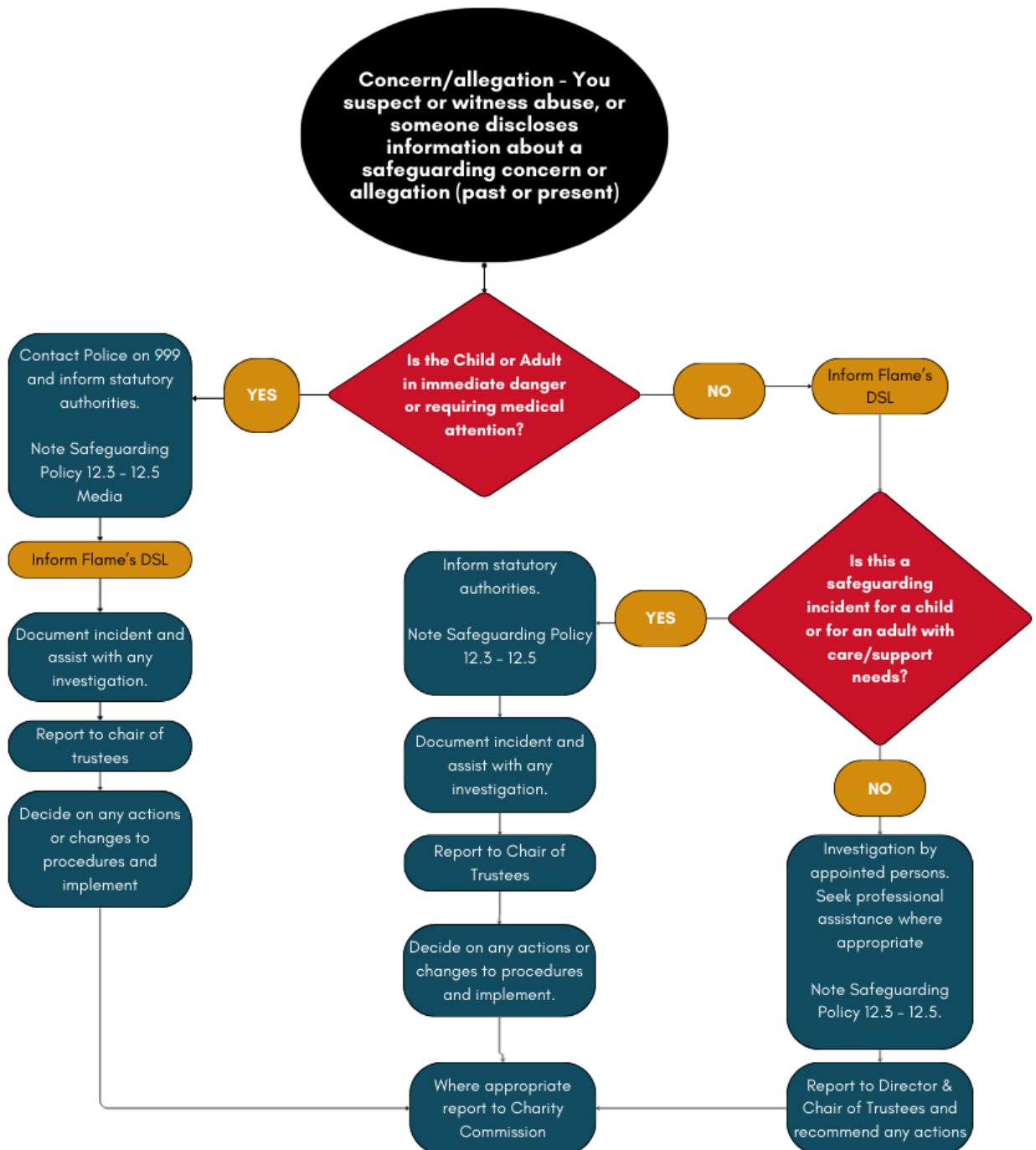
Alternatively, a disclosure may be made by a person seeking prayer ministry that they are/have been an abuser. Be aware that coercive and controlling behaviour of an abuser is not usually a one off, there is mostly a systematic pattern of this abusive behaviour.

11.4. Allegation of abuse by a Flame team member

An allegation of abuse may be made by a member of a Flame team in relation to another team member. Be aware that such behaviour is also likely to be seen outside of the Flame team and this should be considered during the investigation.

12. Reporting Procedure

Safeguarding Reporting Flowchart



12.1. Under no circumstances should a staff or other team member carry out their own investigation into an allegation or suspicion of abuse. A concern should be documented by the person in receipt of allegations or suspicions of abuse as soon as possible in the following ways:

12.1.1. Disclosure of allegations of abuse

If this occurs whilst ministering in the UK, then the prayer minister should offer information about organisations which provide advice and support for such persons.

If the individual is an adult with support and care needs who is still at risk of abuse or neglect from the abuser and needs protection, then the prayer minister should ask permission to share this with the Flame's DSL. They may suggest that the individual reports the abuse/neglect to the local Adult Social Services themselves or report it on behalf of the individual if asked to do so or contact the Police. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse concerning an adult with care and support needs. In the case of children, Children's Social Services should be contacted. If the allegation is of spiritual abuse take care not to use scripture and prayer.

12.1.2. Disclosure by an abuser

Where it is suspected that a criminal offence has been committed, such as abuse involving children, then the prayer minister should inform the individual that any criminal offence by law must be reported to the Police. This should be treated as a matter of urgency, especially where any abuse is ongoing and/or a person with care and support needs is at risk of harm. The prayer minister should inform the Flame's DSL about the disclosure, who will report it to the Police immediately.

This situation should be distinguished from where a person seeks prayer for a historic offence which has already been dealt with by the criminal justice process and for which they are being/have been rehabilitated as an offender.

12.1.3. Allegations of abuse by a Flame team member

Any allegations of abuse by a member of a Flame team made to the Mission/Team Leader or Prayer Ministry Leader are to be reported to Flame's DSL as soon as is reasonably possible and an appropriate investigation carried out. Following investigation, the DSL is responsible for further action in line with this policy.

12.2. When calling thirtyone:eight, they are likely to ask you some or all of the following questions, so it is helpful to try to have this information to hand before calling them:

- The sequence of events which led to your call;
- What is known about those involved and their families;
- Have you or anyone else had previous concerns;
- Have the Local Safeguarding Partners been involved; and
- Their age if it is a child/young person.

12.3. Alternatively contact Local Safeguarding Partners (e.g. Social Services or the police). **If the matter is urgent, e.g. a child or adult is at serious risk of harm, you should not delay in contacting the police on 999.**

12.4. In addition, there may be other people/organisations who should be informed, depending on the circumstances and/or nature of the concern:

Board of trustees, in the first instance the nominated lead responsible for safeguarding, who may need to liaise with the insurance company or the Charity Commission to report a serious incident.

Designated officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker or volunteer working with someone under 18.

Once the initial incident has been dealt with, then Flame's insurance company should be consulted for advice, including in the event of a potential claim. The DSL will be able to advise who will liaise with the insurance company.

12.5. In addition, it is important that the following practical steps are taken by any Flame staff and/or team member(s) involved in identifying and reporting a potential safeguarding concern:

Suspensions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.

Such a record should be a full and accurate note of all details known and should be written down as quickly as possible whilst events and concerns are still fresh in people's minds.

12.6 Statutory guidance such as Working Together to Safeguard Children 2023, the Care Act 2014, and data protection law including the UK General Data Protection Regulation and Data Protection Act 2018 require reporting of concerns to follow the information sharing principles of:

- Lawful
- Necessary
- Proportionate
- Timely

13. Policy Review

13.1. This policy should be reviewed annually.

Reviewed: March 2026

Next review date: March 2027

Appendix 1 to Flame’s Safeguarding Policy - FLAME’S CODE OF CONDUCT

FOR PEOPLE WORKING WITH CHILDREN AND YOUNG PERSONS, AND ADULTS WHO MAY HAVE CARE AND SOCIAL NEEDS

This Code of Conduct provides clear guidance on the type of conduct that is expected by all persons (staff or otherwise) engaged in Flame activities that involve any work with children, as well as with adults who may have care and support needs.

Good conduct not only prevents incidence and allegations, but also helps to highlight any conduct (by other people) that is unsafe or unprofessional.

1. Children

Persons working with children (with or without care and support needs) should:

- Be professional and maintain a high standard of personal behaviour at all times.
- Recognise the trust placed in adults by children and recognise the power held over children by adults. Treat this trust of power with the highest responsibility.
- Try to work in an open and accountable manner at all times. Working in view of others whenever possible. Be wary of working alone and unobserved. Be willing to accept questions or criticism regarding good practice.
- Expect others to work in an open and accountable way, question and criticise the practice of others if necessary.
- Maintain a professional relationship with children. Any form of inappropriate relationship between a child and an adult – including but not limited to a sexual relationship or activity with a child - is unacceptable and is likely to lead to disciplinary or legal (including criminal) action.
- Not be under the influence of drink, drugs or illegal substances when working with children.
- Use appropriate and respectful forms of discipline and communication. Physical aggression, intimidation, ungodly control, verbal abuse, and persistent shouting are not acceptable. Any form of assault (e.g. hitting, kicking, pinching, slapping) should be regarded as a serious incident.
- Use appropriate language at all times. Never swear, make sexual or suggestive comments to a child. If a child makes such comments be ready to enforce these boundaries in your response.
- Do not appear to favour one child or show interest in one child more than another.
- Do not discriminate against a child because of their age, gender, disability, culture, language, racial origin or sexual identity.
- Use physical contact with children or young people only where necessary. If contact is necessary (e.g. for the purpose of coaching or first aid), explain to the child what the contact is for and change your approach if he/she appears uncomfortable.
- Design and use training methods and programmes which are appropriate to the individual child.

- Be aware of situations that can be misunderstood or manipulated by other adults (e.g. if an adult is alone with a child in a room or a car, he or she may be vulnerable to allegations of misconduct).
- Always be vigilant and aware of how actions can be misinterpreted by children. Actions made with good intentions can seem intrusive and intimidating to some children. Sometimes children become attracted to the adults working with them. Adults should be aware of the impact of their action and should sensitively address any misunderstanding.

If a concern about a child's welfare comes to your attention:

Take seriously any suspicion or allegation of abuse or any disclosure of concern made by the child.

If a concern comes to your attention record the information, including all relevant details, whilst they are fresh in your mind. Be sure to record opinions or feelings as such. Do not record them as facts. Do not question or interview the person involved in the incident of concern.

Report any concerns within the area of child protection (physical, emotional, spiritual, or sexual abuse, neglect or bullying) in confidence and without delay. If the right people cannot be contacted as detailed in Flame's safeguarding policy, and if there appears to be an immediate risk, contact the Police or your local Children's Services, thirtyone:eight or a dedicated charity, e.g. the NSPCC Helpline or ChildLine.

Never discuss an allegation or suspicion with any person (other than those detailed in the safeguarding policy, the Police and Children's Services) before receiving further advice.

Remember that it is the responsibility of all adults engaged with Flame to safeguard children by recognising, following, and discussing the principles behind this code.

Signs of abuse - children

If you are unsure whether a child is suffering and are worried that the child has suffered harm, neglect or abuse, the information below may help you decide whether the child is at risk:

Signs of physical abuse

- Any bruising to a baby - pre-walking stage;
- Multiple bruising to different parts of the body;
- Bruising of different colours, indicating repeated injuries;
- Fingertip bruising to the chest, back, arms or legs;
- Burns of any shape or size;
- An injury for which there is no adequate explanation.

Signs of sexual abuse

- Something a child has told you or told someone else;
- A child who shows worrying sexualised behaviour in their play or with other children;
- A child who seems to have inappropriate sexual knowledge for their age;
- A child who may be visiting or being looked after by a known or suspected sexual offender.

Signs of emotional abuse

These signs may be present in children whose parents are over-critical, emotionally distant, or unable to meet their child's emotional needs:

- Excessive behaviour, such as excessive bedwetting, overeating, rocking, headbanging;
- Self-harming, for example, cutting or scratching themselves or an overdose;
- Attempt at suicide;
- Persistently running away from home;
- High levels of anxiety, unhappiness or withdrawal;
- Children who usually seek out or avoid affection.

Signs of spiritual abuse

Spiritual abuse is a form of emotional and psychological abuse. It can exist at all levels within the Church and Christian organisations, in the leadership as well as the members. It is characterised by a systematic pattern of coercive and controlling behaviour in a religious context. Please note paragraph 10.2.1 below.

Signs of neglect

- Squalid, unhygienic or dangerous home conditions;
- Parents who fail to attend to their children's health or development needs;
- Children who appear persistently undersized or underweight;
- Children who continually appear tired or lacking in energy;
- Children who suffer frequent injuries due to lack of supervision.

Further resources are available from other organisations, such as the NSPCC which issues guidance notes. (See, e.g. <https://learning.nspcc.org.uk/child-abuse-and-neglect/recognising-and-responding-to-abuse/>).

2. Activities with adults who may have care and support needs

This code of conduct applies to all Flame activities involving adults who may have care and support needs. It is designed to protect such adults as well as all persons engaged in Flame activities.

Who do we mean by adults with care and support needs?

Adults with care and support needs are individuals aged 18 or over who require assistance to manage daily life, maintain independence, and stay safe, often due to physical/mental impairment, illness, frailty, or addiction. They may need help with personal care (washing, dressing), mobility, and, under the [Care Act 2014](#), are often eligible for support if these needs limit their ability to achieve key daily outcomes, significantly impacting their wellbeing.

Although everyone is vulnerable in some ways and at certain times, some people by reason of their physical or social circumstances have higher levels of vulnerability than others. Some of the factors which increase vulnerability are:

- A sensory or physical disability or impairment
- A learning disability
- A physical illness

- Mental ill health (including dementia), chronic or acute
- An addiction to alcohol or drugs
- The failing faculties in old age
- A permanent or temporary reduction in physical, mental or emotional capacity brought about by life events, for example bereavement or previous abuse or trauma.

Remember:

- Vulnerability is often not a permanent state
- Vulnerability is not always visible
- A person with apparently visible vulnerabilities may not perceive themselves as such
- We are all vulnerable at different stages of life
- Vulnerable people may also pose risk and cause harm

The following is a non-exhaustive list of considerations to be made when engaged with adults with care and support needs, which represent good practice:

1. Active membership and inclusion

Create an environment where all people, including those with care and support needs, may participate and contribute appropriately. Risk assess continuing and new activities including exploring what inclusion, choice and independence mean for communities and individuals.

2. Respect

Always respect an adult with care and support needs and all their abilities. Ask about personal preferences, forms of address, physical touch, how much help might be needed. Give the same respect as to others.

3. Choices

Respect the choices adults with care and support needs make, even if they may appear risky. Consider whether an adult with care and support needs has the capacity to make choices and whether safety might require intervention. Offer help in such a way as to maximise a person's independence. Ensure there is suitable access to all activities, where possible.

4. Conflicts and disagreements

- Bullying and harassment either by or of anyone engaged in Flame activities is never acceptable.
- Recognize that adults with care and support needs may be perpetrators as well as victims of abuse.
- Be fair, sensitive and confidential.
- Be aware of your own power, even if you do not feel powerful.
- Ask for help if you feel out of your depth.

Appendix 2 to Flame's Safeguarding Policy - Prayer Ministry Guidelines

1. SUPERVISION

These guidelines apply to Healing Conferences, during missions abroad, as well as to teaching or training events in the UK and occasional prayer ministry for individuals.

Supervision of prayer ministry is the responsibility of the Leader of the Mission or Team Leader for a teaching or training event.

It may be delegated to a team member with appropriate experience.

2. PRAYING FOR CHILDREN

Flame International usually only prays for adults (over 18). Occasionally requests are received to pray with children (under 18 years of age). The preferred option is to explain to the parents how they can pray for their child. In exceptional cases, where the parents are present and they and their child give consent, the child may be prayed for by an experienced prayer minister of the same gender as the child.

3. PRAYING FOR ADULTS IN VARIOUS SETTINGS

When praying for adults in a public setting, one prayer minister may pray for one individual. The prayer minister is to be of the same gender as the person being prayed for unless the person being prayed for is happy to be prayed for by someone of the opposite gender, having been given the option of being prayed for by someone of their own gender.

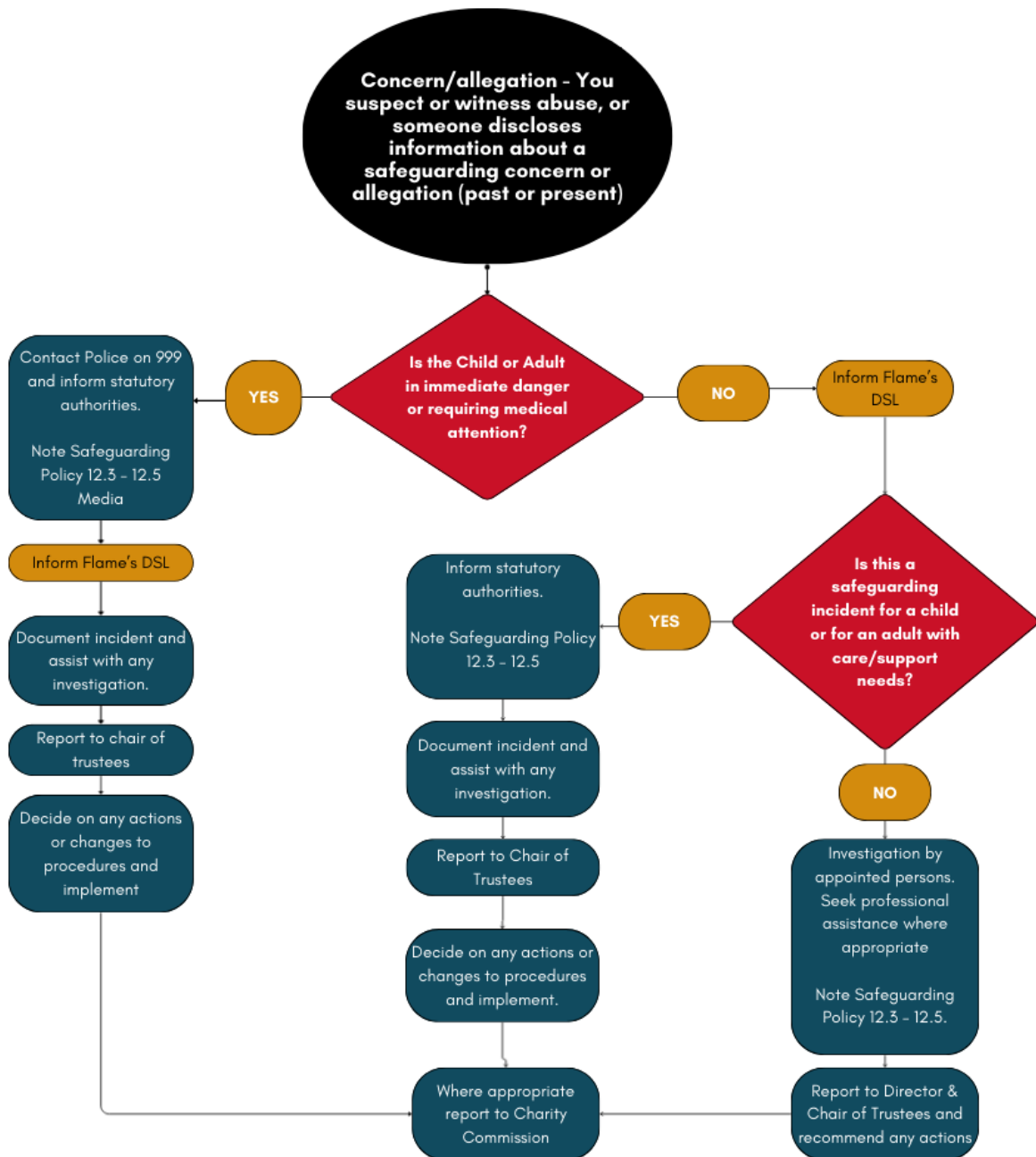
For prayer ministry in small groups, the group leader and group members are to be of the same gender or at least 2 of the group to be of the minority gender. If the group leader is of a different gender from the group (due to make up of the team) then the group leader is to be an experienced prayer minister.

The Director may authorise prayer ministry for individuals associated with Flame. This will be undertaken by two prayer ministers, at least one of whom is of the same gender as the person being prayed for.

4. LOCATION OF PRAYER MINISTRY

Prayer Ministry will be undertaken in the place(s) designated by the Mission/Team Leader or the Director. This will usually be the church/hall/area where the teaching has taken place but may be in separate rooms e.g. classrooms where these are available or a private home. Spiritual cleansing of the area should be undertaken before and after the prayer ministry.

Safeguarding Reporting Flowchart



| Details of disclosure | |
|---|---|
| What triggered the disclosure? | |
| <p>Record all relevant information (Conversation/observation)</p> <p>Must include:</p> <ul style="list-style-type: none"> ● Location, date and time of alleged abuse. ● Nature of abuse (physical, sexual, neglect or emotional) ● Description of any injuries | |
| Is there anyone else who might be involved in the incident? (e.g. anyone you think has seen or heard things relating to the incident?) | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Details:</p> |
| Signature of person completing log: | |