

Form 9

Guidance on dealing with non-compliance with the Safeguarding Policy



Process

In some rare instances, there is resistance to complying with, or refusal to comply with, safeguarding policy / procedures. These may be identified through the parish audit or through the visits to parishes made by the Director Safeguarding Program. A staged process will be adopted in addressing identified issues, as outlined below.

Stage 1 The Safeguarding Program Director has the primary role in identifying where difficulties arise and in offering support in addressing them. Where an issue is identified, the Safeguarding Program Director will determine whether training / support is needed to address the issue, ensure that this is provided and agree on a time frame for action. Experience has shown that difficulties are usually successfully dealt with at this stage.

Stage 2 If the issue is not resolved, the Archbishop's delegated authority becomes actively involved. A follow-up visit is arranged by the Director Safeguarding Program and the Archbishop's delegated authority. The aim is both to support the Director Safeguarding Program and to emphasise the serious nature of the issue. Ways of addressing the issue are discussed, a plan of action agreed and implemented.

Stage 3 If this intervention is not successful, then the matter will be referred to the Vicar General for consideration. The Vicar General will then advise the Bishop on how to proceed.

At all stages, the intention is to gain acceptance of, and compliance with, policy and procedures.

Church workers (paid and unpaid) who do not sign **Form 2 Declaration** and **Form 18 Handbook Declaration** render themselves ineligible to engage in child-related work within the Perth Catholic Archdiocese.