

# Chryston Parish Church

## Kirk Session Meeting 5<sup>th</sup> May 2026

### Safeguarding Co-ordinator's Report

#### 1. Confirmation of PVGs

The following PVGs have been confirmed and should be recorded in the Kirk Session minutes:

- Davina Macdonald (Children)
- Elizabeth Rice (Protected Adults and Children)
- Benjamin Troup (Children)
- Kirstin Hunt (Children)

#### ***Decision required***

***Does the Kirk Session approve the above names as volunteers for Chryston Parish Church?***

#### 2. Safeguarding Training

The following volunteers from Chryston completed their Introductory Safeguarding Training on 19<sup>th</sup> March 2026:

- Isabell Fay
- Benjamin Troup
- Emma Troup
- Abigail Troup
- Annie Young
- Rachel Malcom
- Kirstin Hunt
- Marlene Finlayson (refresher)

All have been recorded on the Congregational Register.

#### 3. Annual Inspection of Records: Safeguarding Audit

It was noted at the Audit that the Kirk Session should formally record in its minutes that it agrees to adhere to all Safeguarding rules and is compliant with the instructions of the General Assembly. Consequently, the following statement should be recorded in the Kirk Session minute:

- a. The Kirk Session agrees to adhere to all Safeguarding rules and confirms that the church is compliant with the instructions of the General Assembly. A written Safeguarding Report is submitted to every Kirk Session meeting, and a Safeguarding Panel is in place.
- b. Apart from the above, there were no comments from the Audit about our Safeguarding Training Records, Safeguarding Procedures or Congregational PVG Register. No follow up is necessary.

#### **4. Magnitude Camp 18<sup>th</sup>-22<sup>nd</sup> July 2026**

Safeguarding and insurance are very closely interlinked. Dave McLaren has sent me an update on the position of insurance for Magnitude as it affects Safeguarding. The paragraph below in italics is from Dave McLaren:

*Public/Products Liability cover is in place for the Magnitude event (see separate Insurance Report).*

*As with all our activities in the event of a claim (specifically mentioned for Abuse, with definition of abuse being defined in our insurance policy) we would need to demonstrate we have complied with the insurance policy condition to comply with Church of Scotland Safeguarding Process. Whilst cover is in place it does mean that we need to ask the question do we comply with policy conditions? If not, in the event of a claim, this might be rejected by insurers. (Note - any questions regarding policy cover should be referred to Dave McLaren).*

To check compliance with policy conditions, and to assure Dave that all was in order, I had asked for all Safeguarding information for Magnitude to be returned to me by 28<sup>th</sup> April to allow me to produce a report and bring it to the Kirk Session. Unfortunately, the documentation required has not been returned. I would suggest that the Kirk Session agrees to participation in the event subject to the Safeguarding Panel being satisfied that all safeguarding (and, therefore, insurance) conditions are met.

The Camp is 18<sup>th</sup>-22<sup>nd</sup> July: the day visit is on the 21<sup>st</sup> July. The documentation outstanding is the following:

##### *a). Magnitude Camp (18<sup>th</sup> – 22<sup>nd</sup> July)*

1. Completed Consent Form SG18 for those camping
2. Completed Media Consent Forms SG19 for those camping
3. Finalised Safeguarding and Health and Safety Risk Assessment (already submitted in draft but needs finalised)
4. Finalised arrangements for transportation of young people to and from the event, including Risk Assessment
5. Job Description SG1 for leaders
6. Names of leaders. As it stands, Scott Troup is the only leader going to Camp, but he is camping with other churches in the Church of Scotland village. (Scott has tried hard to find another volunteer.) While the Safeguarding Service strongly recommends that two leaders accompany the young people, it is not against Safeguarding rules.

##### *b). Day visit to Magnitude (21<sup>st</sup> July)*

1. Consent Forms SG17 for those on day visit
2. Media Consent Forms SG19 for all attending
3. Finalised arrangements for transportation of young people to and from the event, including Risk Assessment.
4. Job Description SG1 for leaders
5. Names of leaders responsible for Day Visit – so far, no names have been received for this day. (It may be that the young people going are making their own way but that, as yet, is unknown)

Fiona Buchanan and I have discussed the risk assessment for Magnitude. It is essential that all documentation is received before risks can be properly assessed. However:

1. If Scott is transporting young people to the camp, he will be doing that as a 'friend' and not officially on behalf of the church. A written disclaimer should be issued to, and signed by, parents before going to the camp. Scott's role as leader begins when he arrives at the camp – transportation is a private arrangement and is not organised through the Church.
2. While the Safeguarding rules say it is acceptable (although not recommended) for one leader to go to Camp, this creates potential difficulties and increases risks. These risks need to be mitigated where possible.
  - a. Since Scott is intending to camp within the Church of Scotland village, other leaders will be around to help although they will not be officially responsible.
  - b. The YPFW Team is satisfied that there is a robust Risk Assessment in place.
  - c. The YPFW Management Team needs to be satisfied that Scott has a thorough understanding of Safeguarding procedures while at Magnitude.

All documentation should be assessed by the Safeguarding Panel who will meet over the next few weeks.

***Decision required:***

1. ***Does the Session agree to participation in the event subject to the Safeguarding Co-ordinator being satisfied that all safeguarding conditions are met?***
2. ***Does the Session approve one leader accompanying the young people to the camp?***

## **5. Risk Assessments**

The Safeguarding Service has instructed all churches that, before any event takes place, a Risk Assessment is carried out using the Church of Scotland form SG20. (This is not a new procedure). Once completed, a copy of the Risk Assessment should be returned to me for secure storage on the church's system.

Session members will have seen on the news recent reports of accidents involving children and young people. One of the first questions asked is: what did you do to reduce the risks? What does your Risk Assessment say? Risk Assessments must reflect what has been done. Clearly some Risk Assessments must be left until the day of the event(s). In such cases, preliminary risk assessments should be completed and a final one submitted prior to the event beginning.

Risk Assessment documentation is highly specialised. This has been raised with the YPF Management Team, which has agreed to undertake training in risk assessment and to assist Scott in the preparing of robust risk assessments.

***Decision required:***

***Does the Kirk Session agree that responsibility for the compilation of risk assessments is delegated to the YPF Management Team?***

## **6. Non-regulated activities**

Certain activities are deemed to be non-regulated because the children are accompanied by parents or carers and, therefore, leaders are not responsible. However, there may be regulated roles within non-regulated activities. For example, in Hub Kids the parents come with their children and are responsible for them but the volunteers who supervise the children are carrying out a regulated role because their parents are not always in the same area. For such activities, Consent Forms are not required. However, Job Descriptions and Risk Assessments are required, and leaders must have a PVG for Children.

## **7. Safeguarding Panel**

Andrew McKellan has been added to the Safeguarding Panel. In order to serve on a Safeguarding Panel, members must have PVG clearance for both Children and Protected Adults. As previously reported, Fiona Buchanan has also joined the Safeguarding Panel in an advisory capacity. Andrew and Fiona are in the process of applying for their updated PVG.

The full Safeguarding Panel is:

- Mark Malcolm
- Fiona Buchanan
- Andrew McKellan
- Mhairi Moore

Mhairi Moore  
1<sup>st</sup> May 2026