



CHILD FRIENDLY CHURCH AWARD SCHEME ©

Church Council Self-Assessment and Guidance Notes

Name of Parish _____ Parish No. _____

Deanery _____

Contact Name _____

Address _____

_____ Post Code _____

Tel: _____

E-mail _____

The process for awarding is explained in the introductory sheet. In order to qualify for a visit from an Adviser, the following criteria should be considered and discussed by the Church Council and self-assessment boxes ticked accordingly:

✓ or ✗ in the boxes below

Criteria:

1. A Parish Child Protection Policy is in place & being implemented

	Yes	No	unsure
Is a parish policy and procedures in place? *			
Have you appointed an Under 18's Co-ordinator?			
Are all volunteers authorised by the Church Council?			
Have all volunteers completed a Declaration Form? *			
Do all those who come into contact with children possess a Criminal Records Bureau Enhanced Certificate verified in the last 5 years?			
Are all activities authorised by the Church Council?			
Are all the above activities adequately insured?			

*model policy document and forms can be found in Safeguarding Children Policy & Procedures

2. The church buildings offer a safe environment

	Yes	No	unsure
Are group areas warm and clean?			
Are all areas properly set up?			
Are leaders aware of potential hazards, for example: electrical points, protrusions, heaters etc. in all places you welcome children?			
Are leaders aware of emergency procedures?			
Is there a list of designated First Aiders displayed?			
Do all volunteers know the location of telephones, first aid kits, accident/incident books?			
Are daily/weekly registers kept and archived indefinitely?			
Are adult/child ratios adhered to?			

3. On-going training and support for leaders is in place

	Yes	No	unsure
Does your church run on-going training programmes for all those who come into contact with children? For example:			
Child Protection training every 2 years?			
Certificate courses for children's/youth leaders? **			
Practical workshops e.g. creative prayers, dance, puppet ministry, storytelling, Godly Play?			
Are there opportunities to discover & update resources? #			
Are leaders affirmed or commissioned in a church service?			
Do you pray for your leaders?			
Are leaders trained in basic first aid? +			

** The Diocese offers Kaleidoscope and Core Skills training for children's leaders

Resources are available from The Ark & Ark 2 Diocesan Resource Rooms

+ St John Ambulance or the British Red Cross will be able to deliver a basic first aid course

4. There is provision for children’s nurturing groups (0-16 yrs)

	Yes	No	unsure
Do you provide Sunday and/or mid-week groups for children aged between 0 and 16 years?			
Do leaders prepare carefully for their sessions?			
Are there opportunities for children to know the Scriptures, encounter God and experience God?			
Is there regular prayer for these groups?			
Is there an understanding of the development of the social, physical, intellectual, emotional and spiritual characteristics of each individual child?			
Do you take into account children with special needs?			
Is your Church Council sympathetic to spending requests?			
Does your church or any of your groups include opportunities for outreach?			

5. There are opportunities for children to be included in child friendly church services

	Yes	No	unsure
Are there times in your monthly service pattern when all ages are together e.g. Church Parades?			
Are any of these services all-age services?			
Do any of your services focus on a particular age-range?			
Are the children welcomed as individuals in their own right?			
Does the service leader introduce and explain things clearly?			
Is the length and structure of the service appropriate for children e.g. Do children have the freedom to move around and be vocal?			
Are leaders involved in any/all aspects of child friendly services?			
Are your service resources appropriate? e.g. service sheets/ hymn books?			

6. Suitable materials for under 5's are available in church

	Yes	No	unsure
Do parents/carers with young children know about your toilet/baby changing facilities?			
Do you allocate a special 'area' for parents/carers to feel comfortable with babies and very young children?			
Do they have access to good quality quiet toys, books and activities?			
Do you communicate these facilities to parent/carers?			
Are there key 'befriender/s' to these parents/carers and their children while they are in church?			

7. There are opportunities for the voices of children from 14+ yrs to be heard

	Yes	No	unsure
Do you invite your 14+ to attend and observe your church council meetings?			
Are 14+ involved in the leading of services?			
Are 14+ involved in worship planning & children's group planning?			
Are they listened to / consulted on church matters?			
Are they invited to be involved in the day to day running of the church?			

8. Feedback is obtained from children

	Yes	No	unsure
Are there opportunities for leaders/parents/children to offer comments or recommendations when making plans for the future?			
Does the Church Council follow up/consider any comments / recommendations made by the children? See Criteria 10.			

9. Vision for Children's Work

	Yes	No	unsure
Is there a common vision for children's work in your church?			
Is this vision reflected in your church vision statement?			
Is children's work on your church council agenda at least once a year?			

10. All About My Church

It is important that the church hears the voices of its children.
A sheet is enclosed to help the Church Council invite feedback from the children.

Tick

Ask leaders/family to invite children to fill in the postcards and return to the Church Council.

The Church Council is encouraged to respond to any feedback.
All questions have been adapted from The Good Childhood Inquiry www.childrenssociety.org.uk

When the Church Council have completed the CFCA self-assessment, please send to the following address, and an adviser will arrange a visit:

**Child Friendly Church Award Scheme,
Church Growth & Ecumenism Team
St James' House,
20 St James Road,
Liverpool L1 7BY**

Useful Contacts:

Jane Leadbetter
Children's Work Adviser
Church Growth & Ecumenism Team
Tel: 0151 705 2167
jane.leadbetter@liverpool.anglican.org

Sister Ruth Reed
Disability Officer & Vulnerable Adults Adviser
Church & Society
Tel: 0151 705 2130
ruth.reed@liverpool.anglican.org

Su Foster
Safeguarding Children Adviser
Tel: Office 01704 540 516
Emergency 07849 517351
sufoster@fsmail.net

Judith Del Ry
CRB Application Forms
Tel: 0151 705 2144
judith.delry@liverpool.anglican.org

Useful Information

*Safeguarding Children Policy & Procedures containing model documents and forms

**Kaleidoscope Diocesan Training and Core Skills (BRF) for children's leaders

#Resources available the Ark & Ark 2 Diocesan Resource Rooms

+St John Ambulance or British Red Cross will be able to deliver a Basic First Aid Course.

For local training courses contact:

British Red Cross
Bradbury House
Tower Street
Brunswick Business Park
Liverpool L3 4BJ
Tel: 0151 709 7799
www.redcross.org.uk

St. John Ambulance
2 Edgar Street
Liverpool L3 6JU
Tel: 0151 298 2838
www.merseyside.sja.org.uk

'The Ark' & 'Ark 2' are Diocesan Resources Rooms operating a free loan system. Contact Jane Leadbetter for information or www.liverpool.anglican.org

PLEASE READ

Copyright © Diocese of Liverpool Church Growth & Ecumenism Team

All rights reserved. Permission is granted for photocopies of the self-assessment forms pp. 1-4 to be made by the Church Council for Church Council members only. Other reproduction of the Award or Award logo, storage or transmission by any other means or in any form, electronic or mechanical, including photocopying, recording, or any information storage and retrieval system is forbidden without written permission from the Diocese of Liverpool Church Growth & Ecumenism Team.

Permission for use of the Award and Award logo by other dioceses and denominations must be sought from the Diocese of Liverpool Church Growth & Ecumenism Team.

Diocese of Liverpool Church Growth & Ecumenism Team, St James' House, St James Road. Liverpool L1 7BY
Tel: 0151 705 2142 Email: sandra.holmes@liverpool.anglican.org Website: www.liverpool.anglican.org