

# Safe volunteering for St Thomas à Becket Church, Ramsey



<https://www.ramseysandupwood.org/>

Thank you for all you do in furthering the work of our Christian mission in church and in the wider community.

The Church takes the safety of everyone very seriously and expects you to

- read and follow the safeguarding policy [STaB Safeguarding Policy](#)
- report any concerns to the Parish Safeguarding Officer (PSO)  
Jane Cusworth 01487 814984  
Email:[safeguarding@ramseysandupwood.org](mailto:safeguarding@ramseysandupwood.org))
- treat individuals with respect
- ensure their welfare and safety

**Role:** **Welcomer**

**Responsible to:** **Churchwardens**

## **Key responsibilities:**

To provide a friendly welcome to congregation as they arrive for services

- Arrive 30 minutes before the start of the service
- Welcome people with a smile
- Open inner door
- Direct people to accessible entrance if needed
- Count adults and children with clickers
- Place clickers onto offertory plate before service begins

## **Training/Support**

- working with an experienced person if new to the role
- refer to duty warden or officiant if uncertain
- undertake basic safeguarding training
- take part in annual training update for fire evacuation procedures

**Review Date:** February 2026