

Sisters of the Holy Family Bordeaux

Baseline Audit Report
July 2026

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1. Introduction

1.1 This is a baseline audit of the safeguarding arrangements at the Sisters of the Holy Family Bordeaux. This audit has been undertaken as part of the Catholic Safeguarding Standards Agency's (CSSA) baseline audit phase of Religious Life Groups (RLGs).

1.2 The Sisters of the Holy Family Bordeaux is a Roman Catholic Institute founded in France in 1820. There are 21 Sisters of the Province of Britain and Ireland of whom nine are in active ministry. Eleven of the Sisters are currently resident in their own Care Unit which is exempt from regulation by the Care Quality Commission. Ministries which the Sisters undertake, such as supporting and accommodating refugees, or work in Parishes, are on behalf of other agencies, such as the Jesuit Refugee Service¹ or the applicable Diocese.

1.3 The Care Unit employs over 30 staff to support the ongoing care of the Sisters. There is a single staff member employed in London at the Provincial House as a secretary and archivist. The Sisters engage a professional Safeguarding Lead for four hours a week. They are also contracted to the Religious Life Safeguarding Service² (RLSS).

1.4 This audit seeks to assess the effectiveness of current safeguarding arrangements, by considering practice over the last twelve months. The CSSA has categorised RLGs on a scale from Level 1 (a small community with minimal outreach and no known safeguarding concerns), Level 2 (a medium sized community with some outreach with vulnerable populations and/or providing some diocesan activities, such as a Parish Priest), to Level 3 (a large community and/or one with significant outreach with vulnerable populations and/or a disproportionately high number of open safeguarding cases). Due to the fact that there are more than 20 Sisters and because they provide care to some of their members, the Sisters of the

¹ [JRS UK | Jesuit Refugee Service UK](#)

² The RLSS is a team of independent safeguarding professionals offering safeguarding services to the Religious of the Catholic Church in England and Wales [Religious Life Safeguarding Service – Religious Safeguarding](#)

Holy Family Bordeaux have been assessed as a Level 2 community. They completed a corresponding self-assessment.

1.5 The CSSA recognises the rich diversity of the Religious and acknowledges that the Religious Life Groups within any category may vary significantly in terms of size, ministry, and safeguarding practice. Consequently, CSSA analysts may use professional judgement to ensure that Religious Life Groups are graded against the national standards in such a way that reflects their uniqueness.

2. Methodology

2.1 Initial contact was made with the Sisters of the Holy Family Bordeaux on 08 December 2025. It was agreed that separate audit visits would take place to the Care Unit and to the Provincial House in the week commencing 23 March 2026. The self-assessment and supporting evidence were to be supplied by 27 February 2026. Due to unavoidable circumstances the self-assessment and evidence were slightly delayed, and it was agreed that they should be provided on 3 March 2026.

2.2 The Care Unit was visited by one CSSA Quality Assurance Analyst on 24 March 2026 and the Provincial House by another on 26 March 2026. Relevant documentation was viewed during the visits, and a small amount of additional evidence was provided by email by 27 March 2026.

2.3 At the Care Unit interviews took place with the Community's Leader and with the manager of the Unit. Two of the resident Sisters were also spoken with. At the Provincial House, the Provincial Leader, the current and previous Trustees for Safeguarding, a Sister in ministry but not leadership and the contracted Safeguarding Lead were interviewed. The RLG's website has been read as has their Charity Commission annual report for 2024. A list of evidence provided for the audit is in the appendix.

3. Audit grading

3.1 Practice was assessed against the eight national safeguarding standards adopted by the Catholic Church in England and Wales³ and graded in accordance with the CSSA Maturity Matrix for Level 2 RLGs.

3.2 Potential audit ratings against each standard, and the final overall ratings, are: Below Basic, Basic, Early Progress, Firm Progress, Results Being Achieved, Comprehensive Assurance and Exemplary.

Overall grading	Comprehensive Assurance
Standard 1 – Safeguarding is embedded in the Church body’s leadership, governance, ministry and culture	Comprehensive Assurance
Standard 2 – Communicating the Church’s safeguarding message	Comprehensive Assurance
Standard 3 – Engaging with and caring for those who report having been harmed	Results Being Achieved
Standard 4 – Effective management of allegations and concerns	Comprehensive Assurance
Standard 5 – Management and support of subjects of allegations and concerns (respondents)	Comprehensive Assurance
Standard 6 – Robust human resource management	Comprehensive Assurance

³ Full details of the eight standards and underpinning sub standards are available here: [The Eight National Safeguarding Standards \(catholicsafeguarding.org.uk\)](https://catholicsafeguarding.org.uk)

Standard 7 – Training and support for safeguarding	Firm Progress
Standard 8 – Quality assurance and continuous improvement	Comprehensive Assurance

4. Audit findings against each standard

4.1 Standard 1 Safeguarding is embedded in the Church body's leadership, governance, ministry and culture

Strengths

4.1.1 The current professional Safeguarding Lead has been in post since Summer 2025, taking over from a previous Safeguarding Lead following a handover meeting. The Safeguarding Lead has over 16 years of experience in safeguarding, including as a Child and Family Practitioner and as a professional supervisor for safeguarding practitioners in education. She has a master's degree in advanced child protection. During her time in post, the Sisters of the Holy Family Bordeaux have ratified a Safeguarding Policy, based on an RLSS template. This complements the international Safeguarding Policy which is also in place. An initial RAG⁴ rated Safeguarding Action Plan for July to December 2025, based on the eight National Safeguarding Standards, has been updated with a new action plan commencing in January 2026. Work has been paused on the plan to incorporate any recommendations arising from this audit.

4.1.2 The Safeguarding Policy defines the safeguarding responsibilities of the Provincial, Trustees and Safeguarding Lead. The policy has been accessible to all

⁴ A RAG rating is a visual tool to communicate the progress of a project or Key Performance Indicator based on the colours of a traffic light.

via the Sisters of the Holy Family Bordeaux Britain and Ireland website⁵ since March 2026. Prior to publication on the website, it had been circulated to all Sisters.

4.1.3 The Provincial talked about recognising low level concerns and the steps that had been pre-emptively taken to mitigate the impact of these. This was particularly in relation to the increasing age profile of the Sisters and ensuring that they still had life choices when, for example, they were no longer able to drive or visits to family for holidays were no longer possible due to their care needs.

4.1.4 Consideration has been given to ensure that the Care Unit is a safe and supportive environment for Sisters that live there. A specific Safeguarding Adults policy has been drafted for the Care Unit, last reviewed in July 2025 with an anticipated next review in July 2026. The Sisters of the Holy Family Bordeaux have an established working relationship with Saint John of God Hospitaller Services⁶, who “work in partnership with a number of religious orders and congregations to support them in the care of their elderly members and the management of their care homes”. No significant safeguarding concerns have been reported. A Low-Level concerns folder is maintained to ensure that incidents are reviewed, and learning is identified from any concerns that do occur. All staff, including the Care Unit manager, and the Sister who is Community Leader are part of this process. Resident Sisters have a Care Plan, which they are involved in creating, which includes a personalised wellbeing plan detailing areas such as a Sister’s identity, family and spirituality. One Sister who was spoken to at the Unit described her care as wonderful and another confirmed that she was happy in the Unit, felt the staff are fantastic and confirmed that leaders of the Sisters of the Holy Family Bordeaux visit the community and that she has access to the Provincial if she needs it.

4.1.5 RLSS confirmed that the Sisters of the Holy Family Bordeaux have engaged with the Safeguarding Team, utilised their training service and that RLSS has processed 49 enhanced Disclosure and Barring Service (DBS) checks on their behalf. These are primarily for staff in the Care Unit. Engagement with RLSS included, in June 2024,

⁵ [Safeguarding – Britain – Holy Family](#)

⁶ [SJOG UK | Welcome](#)

attendance by staff from RLSS at the Care Unit to deliver Safeguarding Adults training to Sisters and staff. This demonstrates that leaders of the Holy Family Sisters of Bordeaux are committed to providing support and resources to ensure that members can participate in safeguarding training.

4.1.6 The Provincial said that she had redistributed Integrity in Ministry⁷ to the Sisters in January 2026. Interviews with Sisters demonstrated that the Sisters of the Holy Family Bordeaux's affirmation of the dignity of all human beings being made in the image of God was central to their outlook. It was linked to the importance of safeguarding the vulnerable, including in their work with refugees, Integrity in Ministry's aim of the highest standards of pastoral practice and the current development of a Code of Conduct for the Holy Family Bordeaux in Britain and Ireland, as directed in the international Safeguarding Policy.

4.1.7 Trustees, who are all Religious Sisters, meet every month to six weeks. The current Safeguarding Lead sends a safeguarding report to them for their meetings. Content includes policy updates, information related to DBS checks, plans for the development of the safeguarding action plan and information in respect of any safeguarding referrals received.

Areas for development

4.1.8 The Risk Assessment for the Charity and its Activities was reviewed in January 2026. One safeguarding related risk is identified, which is litigation in relation to child and vulnerable person's protection, either current or non-recent. The Sisters of the Holy Family Bordeaux should review their risk assessment with a view to broadening the scope of the identified risks to encompass an individual coming to harm during their engagement with, or use of, charitable services, either current or non-recent, is appropriate. They should also identify any risks related to their care provision to include on their Risk Assessment alongside the steps put in place to mitigate them.

Graded: Comprehensive Assurance

⁷ Integrity in Ministry is a code of conduct for Religious engaged in ministry in the Catholic Church in England and Wales

4.2 Standard 2 Communicating the Church's safeguarding message

Strengths

4.2.1 The Safeguarding Communication Plan was ratified in February 2026. The identified key audiences for safeguarding messaging are Sisters, the Leadership and Trustees and staff. The plan identifies the significant messaging that it seeks to promote, that safeguarding is everybody's responsibility and that there will be a zero-tolerance approach to abuse, and the communication channels that will be utilised. As the plan is so recent it has not been reviewed for effectiveness.

4.2.2 A safeguarding statement is available on their website. It commits the Sisters of the Holy Family Bordeaux to the safeguarding policies of the Catholic church in England and Wales. Furthermore, it states that, if there is a statutory investigation that the Sisters will give that investigation full support. The Respondent to the allegations is also to receive "appropriate care".

4.2.3 The Sisters of the Holy Family Bordeaux have strong links to St John of God to promote a safe environment in the Care Unit. The website also has links to the Safeguarding Policy, Complaints and Whistleblowing Policies and a copy of their Communication Plan. Visitors to the website can raise a concern directly to the Safeguarding Lead through a dedicated area. Links for the CSSA and RLSS are provided. To support Survivors of abuse a link to Safe Spaces⁸ is also available. The website in its current form has only been in place since March 2026. Prior to this the policies, links and opportunity to raise a concern were not available. This demonstrates that the Sisters of the Holy Family Bordeaux have reviewed their messaging and taken steps to improve it.

⁸ Safe Spaces England and Wales are a free and independent support service providing a confidential, personal and safe space for anyone who has been abused by someone in the Church, or as a result of their relationship with the Church of England, the Catholic Church in England and Wales or the Church in Wales

4.2.4 In addition to online, the CSSA saw physical safeguarding posters both at the Care Unit and in the Provincial House. These include the Safeguarding statement from the website, Safe Spaces posters, contact details for the Safeguarding Lead and RLSS. The poster specifically for the Care Unit also contains contact details for the unit manager.

Areas for development

4.2.5 The safeguarding statement currently states that any allegations will be “promptly dealt with and, if necessary, reported”. The caveat, “if necessary”, should be removed as it is contrary to the policy of the Catholic church in England and Wales which mandates that all allegations of abuse should be reported to statutory authorities.

4.2.6 In reviewing the safeguarding statement, the Sisters of the Holy Family Bordeaux should consider whether the safeguarding messaging should be seen to come more explicitly from leaders to demonstrate the importance that they place on effective and compassionate safeguarding. They should also review the statement to ensure it is clear that any Survivor who reports abuse will receive a compassionate response.

Graded: Comprehensive Assurance

4.3 Standard 3 Engaging with and caring for those who report having been harmed

Strengths

4.3.1 The Sisters of the Holy Family Bordeaux have not had a safeguarding concern or allegation raised with them in England and Wales since approximately 2017. Therefore, the assessment of their practice in standards three to five will be largely theoretical and based upon the policies and procedures that would be utilised in the event of an allegation.

4.3.2 The Safeguarding Policy for Britain and Ireland details the procedure to follow in the event of a Sister becoming aware of a safeguarding issue. This includes keeping the Survivor informed of the next steps that will be taken, giving them options if possible and the expected timescale of actions. The international policy mandates that Survivors of abuse will receive a compassionate response and will be offered appropriate care. In practical terms, the Safeguarding Lead and leadership of the Sisters of the Holy Family Bordeaux would promptly refer any concern they received to RLSS and would be guided by them in how they would respond compassionately to the Survivor.

4.3.3 The Provincial has no direct experience of engaging with Survivors of abuse. She did complete training offered by the Conference of Religious⁹ on working with Survivors of abuse in 2020. This demonstrates a willingness to learn from the experience of others in how to support Survivors.

4.3.4 The Safeguarding Adults policy for the Care Unit says that anyone affected by a disclosure should have guidance and access to support themselves. They are also reassured that anyone who raises an alert in good faith will not be criticised or disciplined and will be deemed to have acted in their Duty of Care to the Survivor.

4.3.5 Although they have not had to do so in recent years, the former and current Trustees for Safeguarding confirmed that Trustees would have oversight of any concerns that were raised and would be involved in decisions about supporting Survivors. They also displayed an awareness that there may be members of the community who may have been abused in the past and not disclosed this. If a disclosure was received from a Sister, they would be treated with respect, compassion and confidentiality with counselling or other forms of support being offered to them.

⁹ The Conference of Religious in England and Wales represents the leaders of religious life by encouraging collaboration on the major issues facing religious today and by addressing issues from a Catholic perspective on their behalf

Areas for development

4.3.6 Although the Provincial has completed training related to responding to Survivors on abuse this has not been for over five years. The Sisters of the Holy Family Bordeaux should seek up to date training for leaders on engaging with Survivors in a compassionate and trauma informed manner. They should also consider engaging with other RLGs who have had the experience of supporting Survivors of abuse to ascertain if there is any relevant learning they can glean from their experience.

Graded: Results Being Achieved

4.4 Standard 4 Effective management of allegations and concerns

Strengths

4.4.1 The Sisters of the Holy Family Bordeaux have three separate policies to guide them in taking and recording disclosures of abuse. They have contracted a safeguarding professional to act as their Safeguarding Lead on a part-time basis and are also supported by RLSS. All interviewees knew the process of how to report abuse, including what to do in an emergency. The Safeguarding Lead reports on new safeguarding referrals, or the lack of them, to Trustees for their meetings. This would allow Trustees to maintain effective oversight of any new allegations. The Provincial confirmed that she understands when and how to report serious incidents to the Charity Commission¹⁰ and would engage with RLSS for their advice and support in submitting one.

4.4.2 To prepare for the possibility of receiving allegations or concerns the Sisters of the Holy Family Bordeaux have developed a safeguarding cause for concern form to be filled in by the person reporting the concern and promptly passed to the

¹⁰ [How to report a serious incident in your charity – GOV.UK](https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity)

Safeguarding Lead for action. An ongoing case record form would be used for internal records. Confidential records would be stored online in an encrypted system, and hard copies would be stored in locked files. Access to these would be limited to the Provincial, the Safeguarding Trustee and the Safeguarding Lead. Care Unit documents are stored in restricted access folders on a password protected PC.

4.4.3 To ensure that any investigations were compliant with Canon Law, the Sisters of the Holy Family Bordeaux would consult with RLSS who have a qualified Canon Lawyer on their Board of Directors. The Provincial was able to talk about learning from an allegation which predated their engagement with RLSS, and which related to the support provided to Respondents. The Sisters of the Holy Family Bordeaux would now ensure that the support person allocated was not a member of the leadership team but was from a member of the wider community.

Areas for development

4.4.4 After the submission of their evidence for this audit, the Safeguarding Lead developed a case reflection tool in her work providing safeguarding support to another RLG. She intends to use this for the Sisters of the Holy Family Bordeaux if there is an allegation or concern to be managed. This directs leaders to look at what did and did not work well in the management of a concern and what actions should be taken to improve practice as a result of that. These reflections should take place amongst the Trustees and the outcome used to inform reviews of policies and procedures.

Graded: Comprehensive Assurance

4.5 Standard 5 Management and support of subjects of allegations and concerns (respondents)

Strengths

4.5.1 The Safeguarding Lead has completed RLSS training on Care and Safety Management Plans to assist in her understanding of when a plan would need to be agreed and the circumstances when it should be reviewed. In practice, RLSS would take the lead in risk assessment and agreeing the conditions of a plan following the Sisters of the Holy Family Bordeaux making them aware of a concern that needed to be managed.

4.5.2 The Provincial confirmed that the leadership team would ensure that any Respondents to allegations had access to sources of legal advice, including Canonical. Dependent upon the nature of the concern and the advice received from RLSS and others, the leadership would decide upon and facilitate the Respondent being removed from ministry and potentially accommodated elsewhere, either in one of their other residences or in a retreat centre run by another RLG.

4.5.3 The Safeguarding statement commits the Sisters of the Holy Family Bordeaux to providing appropriate care to the person against whom an allegation is made. The international Safeguarding policy also states that “all psychological, spiritual, social and family aspects of the accused person must be taken into account” in the support that they receive. It also dictates that the Provincial must refer the matter to the Superior General and seek the support of competent persons to provide legal, civil and canonical advice. A support person for the Respondent must be appointed and, as seen in 4.4.3, this would not be a member of the leadership.

Areas for development

4.5.4 The Sisters of the Holy Family Bordeaux’s international Safeguarding Policy states that it is important that a support person be appointed by the Unit Leader. They should consider whether to identify potential support people prior to allegations being received so they can be prepared to immediately offer support

to any Respondent. If they need to manage Respondents to allegations in the future, they must ensure that they quality assure their practice, seeking feedback from the Respondents themselves as to the quality of the support they received so that any improvements in policy, practice or procedure can be identified and made.

Graded: Comprehensive Assurance

4.6 Standard 6 Robust human resource management

Strengths

4.6.1 The Holy Family Sisters of Bordeaux will not have anyone entering formation in England and Wales in the future. It is possible that Sisters will be requested or allocated from overseas to support the ministry here. In addition to the visa requirements to enter the UK, the Sisters of the Holy Family Bordeaux would receive confirmation from the current Religious Superior that she was in good standing. For the first six months the Sister could not undertake any ministry alone until a DBS check had also been completed in the UK. International Sisters undertake safeguarding training as part of their formation. Once in the UK the Sister would be expected to be compliant with the safeguarding expectations of the organisation they minister on behalf of, alongside compliance with the training and vetting expectations of the Safeguarding policy of the Sisters of the Holy Family Bordeaux in Britain and Ireland.

4.6.2 The reports from the Safeguarding Lead to the Trustees do provide some detail on DBS compliance. In October 2025, shortly after commencing in post, the Safeguarding Lead identified that of eleven Sisters in some form of active ministry requiring DBS checks, only four were up to date. This deficit has now been addressed through the Safeguarding Lead's work, and all Sisters have DBS checks in accordance with policy expectations. A central record of Sisters' DBS and training compliance is held, with the Care Unit holding their own records for staff. DBS checks for Care Unit staff are up to date, and a Safer Recruitment process is followed for

any new staff which includes an interview panel, three references, DBS check, mandatory training completion and a six-month probationary period.

Areas for development

4.6.3 Separate complaints and whistleblowing policies were added to the Sisters of the Holy Family Bordeaux website in March 2026. Due to their recently public availability neither has had the opportunity to be tested yet. If complaints or whistleblowing concerns are received, then leaders must ensure that they respond to them according to policy expectations. When the complaint or whistleblowing process is concluded leaders should evaluate the effectiveness of their policies, where possible with feedback from the individual raising the complaint.

Graded: Comprehensive Assurance

4.7 Standard 7 Training and support for safeguarding

Strengths

4.7.1 The Safeguarding Policy for Britain and Ireland outlines the training expectations by role within the Sisters of the Holy Family Bordeaux from Provincial level to Sisters who do not work with the public. Refresher training is mandated every two years. Training records are kept demonstrating general compliance with policy expectations with some exceptions addressed in 4.7.4 below. Leaders take steps to facilitate training provision by, for example, arranging RLSS in-person training at the Care Unit. Care Unit staff also have access to training provision through Saint John of God Hospitaller Services. In accordance with the policy, the Safeguarding Lead has completed Safeguarding Lead training with RLSS.

Areas for development

4.7.2 In their self-assessment the Sisters of the Holy Family Bordeaux said that they are in the process of writing a Training Needs Analysis. This should be based upon

feedback from Sisters and staff as to the effectiveness of the current provision and the type of training provision they would like to receive in future.

4.7.3 The reports from the Safeguarding Lead to Trustees for their meetings provided in evidence for this audit do not reference training compliance. This information should routinely be reported to Trustees so they can be assured that the expectations of their own policies are being met.

4.7.4 The Provincial acknowledged that, to date, she has not completed the Advanced Safeguarding training that the policy mandates, although she has completed other safeguarding training, such as RLSS training for Trustees. The Sisters of the Holy Family Bordeaux should source training for her to meet this shortfall as soon as practicable.

Graded: Firm Progress

4.8 Standard 8 Quality Assurance and Continuous Improvement

Strengths

4.8.1 The Sisters of the Holy Family Bordeaux have specifically designed their Safeguarding Action Plans (July to December 2025 and January 2026 onwards) to correlate with the eight safeguarding standards of the Catholic church in England and Wales. Actions are created, alongside what needs to be done, who will do it and what the evidence is to demonstrate completion. RAG ratings assess progress against the plan.

4.8.2 Practice improvement is supported by engagement with RLSS, facilitation of CSSA audit, and contracting of a part-time professional Safeguarding Lead. Her arrival has been instrumental in the development of the Action Plans and the regular provision of written reports for Trustees to ensure they have effective oversight of safeguarding. The leadership intend to incorporate recommendations from this audit into their ongoing Action Plan.

4.8.3 The Trustees received an annual safeguarding report for 2024, and safeguarding is referenced in their annual Charity Commission reports, under the heading “Protection of Children and Vulnerable Adults”. The Trustees should continue to review safeguarding practice on an annual basis, including reference to adherence to the national standards and actions taken to improve practice.

Areas for development

4.8.4 The Trustees of the Sisters of the Holy Family Bordeaux should ensure that progress against the Action Plans is incorporated in the minutes of their meetings, demonstrating that individuals and groups are being held to account for delivery.

Graded: Comprehensive Assurance

5. Summary of overall findings

5.1. This baseline audit found that the Sisters of the Holy Family Bordeaux have well-established safeguarding arrangements that demonstrate a strong commitment to protecting children, adults at risk and members of their own community. Overall, safeguarding is effectively embedded within leadership, governance, culture and practice, supported by clear policies, appropriate external safeguarding support and a professional Safeguarding Lead. The audit has resulted in an overall grading of Comprehensive Assurance, with one standard graded at Firm Progress and another at Results Being Achieved, indicating largely effective practice with some areas requiring further development.

5.2 Significant strengths were identified across the majority of the eight national safeguarding standards, particularly in leadership oversight, policy development, case management preparedness, human resource management and quality assurance. The appointment of an experienced professional Safeguarding Lead, the engagement with the Religious Life Safeguarding Service, and the use of structured safeguarding action plans have been instrumental in strengthening practice. Safeguarding messaging has recently been enhanced through the

updated website, safeguarding statements, policies and posters, ensuring improved accessibility and transparency for Sisters, staff and the public.

5.3 Although there have been no safeguarding allegations or concerns raised in recent years, the Sisters of the Holy Family Bordeaux have appropriate policies and procedures in place to respond to concerns should they arise. These demonstrate an intention to ensure that Survivors are treated with compassion, that allegations are managed effectively in line with statutory and canonical requirements, and that appropriate support is also provided to respondents. Trustees have regular oversight of safeguarding matters, and safeguarding is appropriately referenced in governance meetings and external reporting.

5.4 The audit identified a small number of areas for development. These include refreshing safeguarding-related risk assessments, ensuring safeguarding statements fully reflect mandatory reporting expectations, updating training for leaders in line with policy requirements, developing a training needs analysis, and improving the reporting of training compliance and action plan progress to Trustees. Addressing these areas will further enhance safeguarding practice and provide additional assurance that safeguarding arrangements remain robust, effective and continually improving.

6. Recommendations

To support improvement, the following recommendations are made:

Within 3 months

- Amend the safeguarding statement to remove the phrase “if necessary” in relation to reporting allegations, ensuring it clearly reflects the requirement to report all allegations of abuse to statutory authorities.
- Review the safeguarding statement to ensure it clearly communicates a compassionate, survivor-centred response and is explicitly endorsed by leadership.

- Ensure that the Provincial completes the Advanced Safeguarding training required by the Safeguarding Policy.
- Review the charity's Risk Assessment for its Activities to ensure safeguarding risks are comprehensive, current, and reflective of potential harm to individuals engaging with or supported by the charity.

Within 6 months

- Complete a Training Needs Analysis for Sisters, leaders, Trustees and staff, informed by feedback on the effectiveness of existing training and future training needs.
- Ensure that safeguarding reports to Trustees routinely include information on safeguarding training compliance, DBS status and progress against the safeguarding action plan.
- Identify and prepare a small pool of suitable individuals who could act as support persons for respondents, should allegations be received, ensuring they are independent of leadership roles.
- Formalise arrangements for reflective learning following the management of any future safeguarding concerns, using the case reflection tool to identify learning and improvements.

Within 12 months

- Review the effectiveness of recently implemented or published policies and procedures (including complaints, whistleblowing and communications), once operational experience allows, incorporating feedback where possible.
- Ensure that progress against safeguarding action plans is consistently tracked, reviewed and documented, with evidence of accountability for delivery.
- Incorporate learning from audits, reviews and any safeguarding activity into updated action plans and annual safeguarding reporting.

- Consider opportunities for leaders to engage in updated, trauma-informed training or peer learning with other Religious Life Groups that have experience of supporting survivors, in order to strengthen preparedness and confidence should disclosures arise in future.

7. Arrangements for follow-up

7.1 In line with an overall rating of Comprehensive Assurance, the earliest potential date of the next audit of the Sisters of the Holy Family Bordeaux by the CSSA is in three years. If the CSSA becomes aware of a significant Safeguarding concern or allegation in the intervening period, then an earlier audit will be required.

8. Appendix

Evidence provided

Agenda for Safeguarding Meeting with Retired Sisters at Rock Ferry Care Unit
February 2026

Care Unit Manager Certificate of Attendance at Advanced Safeguarding Training
January 2026

Case Record Template

Code of Conduct Presentation Slides March 2026

Complaints Policy February 2026

DBS Adverse Information Risk Assessment

DBS and Training Log

DBS Recruitment Decision Rationale Record

Go Forward Safeguarding Team Focus 2024 and 2025

Go Forward Team Meeting Notes November 2024

Holy Family of Bordeaux (International) Guidelines for Communication

List of Webinars and Care Forums attended by the Trustee with a lead for Elderly
Sisters

Notes of meeting between former Trustee for Safeguarding and Care Unit Manager
February 2026

Provincial Certificate of Attendance at Survivor Training. Conference of Religious.
September 2020

Provincial Certificate of Attendance at two Safeguarding Webinars in October 2025
– Safeguarding Responsibilities for those in Leadership and Implementation of the
Congregational Safeguarding Policy

Risk Assessment for the Charity and its Activities Reviewed January 2025

Rock Ferry Care Unit Recruitment Process Document

Safeguarding Action Plans July–December 2025, January 2026 onwards

Safeguarding Adults at Risk of Harm Induction Training Slides January 2026

Safeguarding Adults Policy Rock Ferry Care Unit

Safeguarding Communication Plan February 2026

Safeguarding Extracts Trustee Meeting Minutes January, February, April, June, September and October 2025

Safeguarding Policy Holy Family of Bordeaux Britain and Ireland

Safeguarding Policy Holy Family of Bordeaux International

Safeguarding Posters – General and Care Unit

Safeguarding Statement Holy Family of Bordeaux Britain and Ireland

Safeguarding Updates to Trustees from the Safeguarding Lead September and October 2025

Staff Handbook Rock Ferry Care Unit

Template Case Management Analysis Form

Template Safeguarding Cause for Concern Form

Trustees Report 2024 – Safeguarding Extract

Trustees Update Letters to Communities January, February, April, June, September, October and November 2025

Whistleblowing Policy February 2026