



All Saints' Church Cottenham with Rampton

Fraud Prevention & Response Policy



1. Purpose

This policy exists to protect the church's resources, reputation, and mission by preventing, detecting, and responding to fraud. Fraud includes any intentional act to obtain money, property, or services dishonestly, or to secure personal gain through deception.

2. Scope

Applies to all staff, volunteers, contractors, and members involved in church operations, finances, or decision-making.

3. Principles

- **Integrity** – All actions must be honest, transparent, and in line with Christian values.
- **Accountability** – Everyone is responsible for safeguarding church resources.
- **Zero Tolerance** – Fraud will not be tolerated under any circumstances.

4. Preventive Measures

- **Regular Audits** – Internal and/or external reviews at least annually.
- **Secure Record-Keeping** – All financial records stored securely and backed up.
- **Purchasing thresholds/limitations** - Ensure buying thresholds are adhered to as per the PCC purpose and practice document 2025

5. Reporting Fraud

- Concerns should be reported immediately to the Church Treasurer, Senior Pastor, or designated Safeguarding Officer.
- Anonymous reporting channels will be made available.
- Retaliation against whistleblowers is strictly prohibited.

6. Investigation Process

- Allegations will be reviewed promptly by a designated investigation team.
- Evidence will be documented and preserved.
- If necessary, police will be contacted.



All Saints' Church Cottenham with Rampton Fraud Prevention & Response Policy



7. Disciplinary Action

- Proven fraud will result in disciplinary measures, up to and including termination of employment/volunteer role, and possible legal action.

8. Review of Policy

This policy will be reviewed every 12 months or sooner if significant changes occur in church operations or legal requirements.

Acknowledgement

All PCC members must sign to confirm they have read, understood, and agree to follow this policy.

Version1: September 2026