



## **Jan 2022 Update summary:**

Date references.

Terminology updated

Contact details

4 'R's for raising awareness in daily practice.

## **SAFEGUARDING CHILDREN POLICY**

Name: Achieving Aspirations CIC

### **Introduction**

Achieving Aspirations recognises that the welfare and development of our children young people is of paramount importance and that regardless of age, ability, culture and religion it is essential and a human right that they are afforded protection from harm.

Safeguarding is at the heart of all our work with children, and we have a duty to ensure that we make arrangements to safeguard and promote the welfare of children.

The legislation and guidance relevant to safeguarding and promoting the welfare of children includes the following: The Short Breaks implementation guidance 2008 (every child matters) Working Together to Safeguard Children (2015 amendment 2018) The Children and Social Work Act ( 2017) The Children Act ( 1989) and (2004) particularly sections 17 and 47. Care Act ( 2014) Children's Home Regulations. (2015) General Data Protection Regulations ( 2018) Domestic Violence Act (2018) United Nation Convention on Rights of the Child ( 1989)

### **Scope and Purpose**

This policy outlines Achieving Aspirations policy on identifying and responding to concerns regarding the safeguarding and protection of children young people that we come into contact with in the course of our duties whilst working for Achieving Aspirations. Where the policy refers to a 'child' or 'young person' it means anyone who has not yet reached the age of 18 years.

This policy, alongside other procedures, provides guidance for all staff who work for Achieving Aspirations and includes:

- All employees of Achieving Aspirations regardless of hours contracted or status.
- Individuals whom support Achieving Aspirations in a voluntary capacity.
- Other individuals contracted by Achieving Aspirations including those employed through agencies.



Achieving Aspirations are committed to multi agency support and positively promoting consultation with parents /carers.

This policy and procedure will support employees in their role of safeguarding children by:

- By defining abuse and informing what steps to take if concerned abuse is happening.
- Ensuring all employees work to the same policy thereby promoting continuity.
- Ensuring employees are accountable for their actions.
- Being clear on roles and responsibilities in the organisation in relation to safeguarding children.
- Providing high quality training in safeguarding to all employees to help them work effectively.

## **Aims**

This policy and associated procedure aims to make sure that:

- The needs and interests of children and young people are always respected and upheld.
- To help safeguard children and young people we support from experiencing harm.
- The human rights of children are paramount and respected.
- A proportionate, timely, professional and ethical response is made to any child at risk of harm.
- All decisions and actions within any subsequent investigation as a result of the initial allegation made are taken in line with the Mental Capacity Act (2005) for those aged 16 and over and in accordance with the feelings and wishes of the child, taking into account his or her age and understanding and competence.

This procedure also aims to make sure that each child at risk of harm is supported to maintains their;

- ✓ Choice and control
- ✓ Safety
- ✓ Good health and well being
- ✓ A quality life
- ✓ Dignity and respect



### **Objectives of this policy**

- To ensure that we meet the following children's' homes regulation ( 2015) –

Regulation 12 The Protection of Children Standard

Regulation 20 Restraint and Deprivation of liberty

Regulation 31 Staffing of children's homes

Regulation 32 Fitness of workers

Protection of children standard 7

- Have a safe organisational ethos
- Have a safe environment
- Have safe processes for working with children
- Have safe processes for collection, use and sharing of information
- Have a safe staff team

### **To achieve a safe organisational ethos, we will;**

- Adopt the principles of Signs of Safety as underpinning the approach we adopt to all our work with children and their families.
- Ensure we adopt safer recruitment processes
- Ensure all staff are trained to help safeguard children from appointment, to role and updated on a regular basis.
- Promote the use of 4 'R's in safeguarding throughout the organisation so safeguarding becomes central too all activities in the work place.
- Promote the safety and welfare of children in all our work both directly and indirectly through partnerships working.
- Have in place quality assurances processes that help to ensure all individuals are safeguarded in their practice.
- Treat all children and young people fairly in being able to access services which meet their needs, regardless of gender, ethnicity, disability, sexual orientation or beliefs.

### **To achieve a safe environment, we will;**

- Ensure the welfare and safety of children and young people is paramount in all our activities.
- Listen to children and young people and take account of what they tell us when making decisions about them or their care.
- Take all reasonable steps to protect children from harm, or discrimination.
- Practice with respect for children's wishes and feelings.



- Regularly assess and review safety risks which may arise from premises, activities, equipment and travel arrangements.
- Regularly assess and review children's care plans.

**To achieve safe processes we will;**

- Take all reports of concerns for a child's welfare, suspicions or allegations of abuse, from inside or outside the organisation, seriously and respond to them promptly and appropriately.
- Be clear of everyone's roles and responsibilities.
- Implement safeguarding procedures that are compliant with the expectations of the local safeguarding partnership board where we operate services.
- Have in place clear arrangements for how we would respond to concerns about how we implement safeguarding in practice in the organisation.

**To achieve safe information, we will;**

- Be clear with children how the things that they tell us will be recorded, and shared.
- Publish our safeguarding policy on our website.
- Communicate promptly and clearly within Achieving Aspirations and external agencies and follow the requirements for information sharing in the localities in which we provide services.
- Keep good records of our work with children.
- Keep good records on our employees.
- Store and retain information on children securely and with care, and only use for its agreed purposes.

**To achieve safe staff, we will;**

- Recruit staff and volunteers with regard to their suitability for work with children, and in accordance with our safer recruitment policy.
- Provide employees and volunteers with guidance and training in their safeguarding role, and ensure they have access to policies and procedures.
- Ensure everyone has access to advice on safeguarding at all times in the course of their work.
- Ensure all employees and volunteers know their responsibilities to safeguarding and are aware of the 5'R principle.
- Support staff and volunteers to carry out their job with appropriate supervision.



It is essential that effective child safe guarding systems within Achieving Aspirations ensure the following:

- The child's needs are paramount, the needs and wishes of the child should be put first so that a preventative approach can be implemented where possible.
- All professionals who come into contact with children and their families are alert to their needs and any risks of harm that individual abusers, or potential abusers may pose to children.
- Staff will share information in a timely way and will discuss any concerns about a child with the appropriate professionals.
- Staff will seek support and generate concerns to the appropriate internal or external safeguard lead or first point of contact. That at all times staff will follow Achieving Aspirations Safeguard policy.
- We will work effectively and collaboratively with other agencies and professionals.
- We will ensure that we regularly review outcomes from safeguard plans for young people and support their families to strengthen their capacity to help themselves to meet the targets alongside and in consultation with other professionals.
- We stay in contact with our local safeguarding partnership (LSP) and use their knowledge to influence best practice.
- We learn from our mistakes and implement necessary changes to improve our practice and we learn from SCR's (serious case reviews) that are published and disseminate the lessons learnt from these.

## **Definitions and Types** ( see appendix 1)

### **Where does abuse happen?**

Abuse can happen in any setting and may involve any source of risk not just "hands on staff". Vigilance must be exercised with all who have reason to have contact with adults/children and young people including for example ancillary staff, drivers, escorts, contractors, volunteers' family members the organisation itself. It is important to remember that abuse may not be apparent to the person being abused if they lack capacity to understand the impact of the abuser's actions. Where a person's capacity to understand that have or have not been abused is impaired absolute vigilance is required if they are to be protected.



## **Predisposing factors**

Statutory guidance strengthens the emphasis on early and timely preventative working and intervention, with a focus of being alert to known groups or situations where the need for early intervention is likely. The children and that Achieving Aspirations support fall into a number of those recognised categories:

- children who may be at risk of radicalisation
- Children with SEND
- children missing from care
- children returning home having been in care
- children that are privately fostered
- children whose family circumstances present challenges, eg. domestic abuse, adult mental health issues.
- children who are young carers

## **Abuse and children with additional needs**

Disabled children are at an increased risk of abuse

This group of children are particularly vulnerable for a number of reasons including:

- Parents of disabled children experience multiple stresses which increases likelihood of disharmony in the home and risks of domestic abuse.
- Having fewer social contacts than non disabled peers.
- Receiving intimate care from a larger number of carers.
- Having an impaired capacity to understand what they are experiencing is abuse.
- Less able to challenge an abuser
- Communication difficulties impair their ability to make disclosures.
- Being reluctant or unable to complain for fear of losing services.
- Vulnerable to abuse from peers.

## **Other factors may include**

Environmental problems such as overcrowding /poor facilities. Financial difficulties such as inability to work due to not being able to work due to having a carer's role, full benefits not claimed. Psychological and emotional problems such as a history of abuse poor relationships in general or the situation where violence is the norm. There is an increased dependency need on the carer for physical and emotional support. There may be services which do not progress and embrace new practice, poor training and high staff turnover can all predispose the occurrence of abuse.



Contextual Safeguarding - developed by University of Bedford ' an approach to understanding, and responding to, children's experiences of significant harm beyond their families. Guidance is clear that when considering safeguarding incidents or behaviour concerns, all assessments of children should consider whether wider environmental factors are present in a child's life that are a threat to their safety and welfare.

## **ROLES AND RESPONSIBILITIES**

It is the responsibility of all individuals and agencies to be alert to the possibility of abuse and understand the possible signs and indicators of abusive acts or practices. There are statutory obligations which Local Authorities must comply with. Section 47 of the Children's Act 1989 and Section 42 of the Care Act ensure that Local Authorities investigate and agree all potential allegations of abuse per a legal framework.

Achieving Aspirations aspires to ensure we have a safeguarding culture within the organisation and that the 4 R principles underpin all our activities and involvement with children;

R = Recognise

R= Respond

R = Record

R = Report/refer.

We have a 'Low level concern' policy whereby staff can report any 'niggling' concerns which are reported to safeguarding lead for reporting on should it be decided necessary.

Safeguarding is everyone's responsibility. Should Achieving Aspirations be asked to make enquiries by the Local Authority we have a responsibility to take actions forward in a timely way and to feedback updates as agreed regarding progress.

In addition to the expectation that all staff visitors and contractors have the responsibility to 'Recognise, Respond, Record and Report. We have clearly identified senior roles and responsibilities within the organisation:

Position	Name	Status	Base Contact details
Lead safeguarding	Anna Boulton	Director	Achieving Aspirations 01449 888110 07929993752 <a href="mailto:annaboulton@achievingaspirations.uk">annaboulton@achievingaspirations.uk</a> Safeguard number <b>0333 358 3173</b>
Deputy Safeguard Lead	Kate Heron	Health Care Lead	07586020514 <a href="mailto:K.heron@achievingaspirations.uk">K.heron@achievingaspirations.uk</a> Safeguard number <b>0333 358 3173</b>
Deputy Lead Maryland Shakers Lane	Katy Plumridge	Children Service Manager. Manager Maryland	Maryland 01284 753957 07990038222 <a href="mailto:Katy.plumridge@achievingaspirations.uk">Katy.plumridge@achievingaspirations.uk</a> Safeguard number <b>0333 358 3173</b>
Deputy lead WeCan	Theresa Walters	Service Manager	01449 673062 07825 291076 <a href="mailto:T.walters@achievingaspirations.uk">T.walters@achievingaspirations.uk</a> Safeguard number <b>0333 358 3173</b>
Deputy Lead Short Breaks Ambleside	Hayley hatcher	Acting Manager	01449 616469 07917827090 <a href="mailto:H.Hatcher@achievingaspirations.uk">H.Hatcher@achievingaspirations.uk</a> Safeguard Number <b>0333 358 3173</b>
Deputy Lead Short Breaks Eastleigh Holiday Clubs	Michelle Gill	Registered Manager	07825458362 <a href="mailto:M.gill@achievingaspirations.uk">M.gill@achievingaspirations.uk</a> Safeguard Number <b>0333 358 3173</b>

The lead is responsible for –

- Communicating the policy and its associated procedures to service users /parents and families /carers and professionals.
- Supervision of Deputy Leads
- Making referrals to LADO without delay.
- Liaising and keeping informed where appropriate other agencies such as OFSTED, CQC, and Police.
- Agreeing appropriate training for all staff.



- Ensuring that safer recruitment is adhered to.
- Co coordinating all aspects of Safeguarding to maintain a safe service.
- Complete reports and contribute to individual safeguard plans both in the immediate and ongoing.
- Making sure that safeguarding is paramount and visible across all the services and within the organisation.
- Ensuring that safeguarding is part of the ongoing risk assessment for individuals and that safe working and learning practices are part of everyday activities.
- Receive appropriate training in safeguarding matters and interagency working, to include both national and local bodies, at least every three years.

The Deputy Safeguard Leads (DSL) are responsible for-

- Taking the calls and acting on them in the absence of the safeguard lead as per above.
- To review daily any welfare concerns raised by team members in relation to a child attending the short break service.
- Taking the responsibility to pursue the allegation if the alleged person causing the harm or the complaint is against the safeguarding lead.
- To inform the lead (with exception of when the concern is about the lead) of all received allegations as soon as possible.
- Complete reports and contribute to individual safeguard plans both in the immediate and ongoing.
- To make sure that safeguarding is a highlighted feature in their services.

## **Confidentiality**

Achieving Aspirations will work in collaboration with commissioners and use 'Signs of Safety' as the overarching practice framework for all of its work with children and families. It describes a purposeful and collaborative way of working with families to secure the best outcomes for children and young people.

## **Information sharing**

Fears about sharing information cannot be allowed to stand in the way of the need to promote the safety and welfare of children and young people. We endeavour to make sure that we pass on all information relevant to the investigation and that child and not assume that another professional will do so or already has.

We incorporate the golden rules of information sharing as set out by Suffolk Safeguarding Partnership and Working together to safeguard children 2018.



1. Data Protection is not a barrier to sharing necessary information relating to this policy –but provides a framework so that it is shared appropriately.
2. Be open and honest-with the person their family where appropriate from the onset and seek agreement if possible. Names of alleged persons causing the harm may not be disclosed to family or staff team members until such time as is felt appropriate within the investigation and with consultation with the Local Authority Safeguard lead (LADO) see contact details in appendix .
3. Share consent where appropriate and where possible. You may still share information without consent, if in your judgement that lack of consent can be overridden in the public interest.
4. Consider safety and wellbeing – Base your information sharing decisions on considerations of the safety and wellbeing of the person and others who may be affected by their actions.
5. Necessary, proportionate, relevant, accurate, timely and secure. Ensure that the information you share is necessary for the purpose, is shared on a need to know basis and is sent securely.
6. Keep a record of your decisions and the reasons for it, whether it is to share information or not.

Achieving Aspirations will ensure that all information shared is in accordance with our Data Protection Policy and GDPR guidance.

### **Purpose for information sharing**

Information exchanged under this policy will only be used to safeguard children and young people where it meets these conditions –

- For section 47 enquires
- A criminal offence has taken place
- It may prevent a crime
- The alleged victim is at risk of harm
- Staff or other service users or the public may be at risk of harm
- For early interventions and identification of abuse

Please note that families, and where applicable the child should be kept informed about the investigation and any progress, including the outcome of any disciplinary approach. Note that the deliberations of a disciplinary hearing and the information taken into account in reaching a decision will not be disclosed but the outcome will be shared. A member of staff whom raises a safeguard alert will be informed that the investigation is completed. All information shared will be done so with regards to the Data Protection Act 1998 and where relevant the Human Rights Act 1998.



## **Referring/Raising a concern**

Referrals/concerns can be made by anyone at any time. Should an employee be concerned then they can phone Achieving Aspirations dedicated safeguarding telephone number and report their concern. In addition to this there are the safeguard leads/deputies whom they can report to directly by calling numbers provided.

Due to the nature of short break services our customers often attend a variety of settings and support services, thus it is often difficult to make enquiries and ascertain the origins of a concern without potentially alerting the person causing the harm. Therefore we have a procedure whereby staff are required to report any welfare concern to their appropriate manager with 24 hours, ( or use the dedicated safeguarding line which is monitored 24 hours) and where it is felt this should be escalated then the manager will discuss and refer onto their Social Worker or LADO. On noting the concern staff should **not** contact parents or other agencies to make enquiries without first consulting with the manager or the Safeguard lead. Where a concern is such that immediate action is required then this should be reported without delay to the DSL or Safeguard Lead by email or phone using the oncall system where necessary. Emergency numbers for Social Care Duty teams and police are provided below.

Parents and families can report concerns immediately to the senior person on duty whom will record, report and escalate it. Alternatively, the parent/family member/visitor can phone the lead/deputies on the dedicated safeguarding phone number **03333583173**.

Reports of concern should be made as soon as possible to the event witnessed or the information received. This should be done within 24 hours; it is not acceptable to leave it. We require staff to adopt the 4 R approach which includes recording and reporting without delay.

Referrals can be made verbally, by telephone, and using augmentative communications systems. It is essential that any allegation of abuse made against a person who works with a child including those who work in a voluntary capacity is managed fairly, quickly, and consistently, in a way that provides effective protection for the child and at the same time supports the person who is the subject of the allegation. All allegations of abuse involving a member of staff will be notified to Ofsted by the Manager or the Safeguarding lead.

***In cases of serious harm, the police will be informed at the outset.***

## **Process of referral/outcomes**



**Person who is concerned raises the matter with the service manager ( DSL) or Safeguard lead using which ever method is most expedient or they feel most comfortable using if they wish to remain anonymous.**

Once the initial referral has been received the safeguard lead or deputy will collect some basic initial information and then either phone for advice or make a direct referral to LADO using the online referral process relevant for the child's home locality. Should the alleged person causing the harm be a person of trust and employed by Achieving Aspirations then the Safeguard Lead/Deputy will make the judgment based on the circumstances and discussion with the LADO to either;

- Remove them either from direct contact with the service user(s) in question into another service possibly under a risk assessment.
- The person may be suspended from certain responsibilities or removed to office duties
- Suspend them from all duties without prejudice until information comes to light that changes the situation during the investigation or the outcome of the enquiry has been completed. Please refer to disciplinary procedure for further advice. Please note that during the information gathering period the process of suspension is to safeguard all people involved included the alleged abuser and is without prejudice and payment will continue.

Achieving Aspirations will not make any further investigations unless otherwise directed to do so and will wait for the Statutory Section 47 Strategy review. The Achieving Aspirations Safeguard lead or Deputy will attend. Safeguard meetings and reviews are a priority over any other work commitments.

Where the safeguard alert/concern relates to another service user this will be managed by raising the concern in the same way and sharing the information with the persons key professional and family members. The information will be brought to the individuals review where appropriate. The registered manager or delegated person will look for behavioural trends and patterns and readdress risk assessments and behavioural plans where necessary and appropriate. In rare situations, this may involve risk assessing and requesting (based on evidence gathered) for further resources to make safe the situation or in very rare situations via a multi-agency meeting investigating the need to move the person to more suitable placement.

### **Support to service users during at point of disclosure and within the investigation**

Research shows that children are more likely to be abused by someone they know and trust than by a stranger. Achieving Aspirations staff members are advised to maintain an attitude of "it could happen here" and treat all disclosures with respect and objectivity; we encourage staff to reflect on their own 'unconscious bias'.



Achieving Aspirations will provide continuing support to a child who has disclosed abuse through promoting a caring and safe environment throughout our services. We will ensure that we promote self-esteem and self-assertiveness through our interactions and relationships /care planning.

## **Disclosures**

Should a disclosure be made by a child who uses our services staff will make themselves available, they will listen and demonstrate to the child that what they are saying is being taken seriously and without criticism. This needs to be in a supportive, calm manner and avoid asking detailed questions. The role of the staff member is to listen, record and report; not to investigate they should take care to ensure their behaviour and actions do not place themselves at risk of harm.

When the initial disclosure has been made the immediate response by staff should encourage the disclosing person to describe this at their own pace and in their words and/or actions.

Avoid the use of questions which begin with how what why and when ask any potentially leading questions as they can be construed as leading the person and can jeopardise the information

Staff should ensure that they ask open questions which encourage the child to talk such as “can you tell me what happened?”

Staff must accept what the child says and not push for further details.

Use facial expression and body language to compliment the language content used.

Use any form of augmentative communication systems that will help the child ‘tell their story.

Acknowledge how hard it was for them to tell you and reassure the child that they have done the right thing, explain whom you should tell and why. Staff will let the person know that their information will only be passed onto people who are going to help them

Make careful observation of any clearly visible external signs of possible injury or neglect.

In an unobtrusive way ensure that accurate recording of the content of the disclosure and your observations of the person are made.

**Staff must report the disclosure within 24 hours to the service manager ( deputy safeguard lead) who will report to Safeguard Lead and agreed response will be made.**

**The member of staff must not:**

- Converse with the vulnerable person in such a way as to make them feel guilty, under pressure or not listened to or taken seriously.
- Staff must not undress the child unless there is a naturally occurring time to see parts of the body that are usually covered e.g. personal care when support is required.
- Staff must not take photographs of injuries unless they are instructed to do so by an authority or given consent to do so by legal guardians.
- Staff must not make judgemental comments to the disclosing person about the alleged person causing the harm.
- Staff must not promise things that cannot happen make promises such as “I’ll stay with you all the time” or “it will be alright now”.
- Jump to conclusions or speculate what might have happened or make accusations to the disclosing person or other team members.
- Show an overly emotional reaction such as expressing disgust, shock or disbelief
- Attempt to investigate the allegations.
- Contact parents or other agencies to confirm/dismiss allegation or concern raised unless instructed to do so by an authority.

We have a statutory duty to report allegations, if the confiding person asks the staff member to not tell anyone it must be explained that the information will be shared with those responsible for safeguarding so that people can help keep them safe.

A staff member will be nominated to provide support to the child following any discloser. This will be someone that the child has a trusted and positive relationship with and a person they feel safe with. They will help the person feel safe and secure and support any them at any meetings should they wish or be required to attend to attend.

The manager of the service with support from the Safeguarding Lead will ensure an appropriate risk assessment is in place until a safety plan can be written outlining the resolutions to the situation causing the need for the referral.



### **Support to staff**

Where an allegation is made against a member of staff, they will have nominated support person. Staff will be reminded of the importance of confidentiality throughout the process and afterwards. Any staff who have concerns about the welfare of person who is subject to the allegations will raise them either with their support person or to the safeguard lead.

At the end of the enquiry outcomes will be shared on a need to know basis and in line with employment law and other legislation as appropriate.

### **Recording**

From the point of referral all conversation and information will be recorded for future reference. This will be kept securely stored with only designated people able to access it. Any documents that are generated through the process will be uploaded into the secure site immediately after any meetings, along with interview notes.

### **Investigation and Enquiry outcomes**

On the completion of any enquiry should the allegations against a staff member be substantiated then internal appropriate procedures will be followed and Ofsted and/or DBS informed of outcomes.

Where the outcome of the enquiry or investigation risk relates to the organisation then internal enquiry will be conducted and outcomes/learning shared with LADO and Ofsted.

As a result of any enquiry or investigation where it is required and appropriate to do so recommendations and action plans to address any additional needs identified will be found in the child's care/support plans.

### **Staff training**

All new employees will have a service Induction during which they are required to undertake online safeguarding awareness training and read and reflect upon the safeguarding policy. Level 1.

The online training is supplemented by face to face training for all front line care staff and staff will be placed on the next training slot available after commencement of service. Staff will be provided with Safeguarding training that has specific reference to disabled children. Level 2 updated at least every 3 years.

Deputy safeguard leads and Safeguard lead are trained to level 4 and this is renewed every 4 years.



Supervision relating to safeguarding is included in all staff supervision sessions.

Prevent awareness training is provided on line to ensure the appropriate the provision advice and support, and make appropriate referrals through Prevent or the *Channel* programme.

### Contact details for raising concerns

Name	Number	Times of operating
<b>Achieving Aspirations safeguard dedicated number</b>	<b>0333 358 3173</b>	24 hours all year Head Office : 01449 888110 Safeguard Lead: 07929993752
<b>Suffolk MASH</b> multi-agency safeguarding hub	0345 6061499 Consultation line	Monday to Thursday 9-5pm Friday 9am - 4.25pm
<b>Suffolk</b> Customer first	0808 800 4005 Referrals submitted on line at <a href="http://www.suffolkas.org/referral-form">www.suffolkas.org/referral-form</a>	24 hours
<b>Suffolk</b> LADO Local Authority designated Officer	0300 123 2044 LADOCentral@suffolk.gcsx.gov.uk o	If not available go to customer first
<b>Suffolk</b> Safeguarding Partnership (adults and Children)	Suffolksp.org.uk	secure online referral form
<b>Suffolk</b> Professional advice line on making a referral	00443456061499	If not available go to customer first
<b>Essex</b> Safeguarding children board	0345 603 7627 escb.co.uk	
<b>Essex</b> LADO	03330 139797 lado@essex.gov.uk	
<b>Essex</b> – out of hours referral for social care	0845606 1212	
<b>Police</b>	<b>If someone is in <u>immediate</u> danger then do not delay phone 999</b>	
<b>Suffolk</b> Prevent referrals	<a href="http://www.suffolkscb.org.uk/assets/files/2015/2015-06-12-Vulnerable-to-Radicalisation-Referral-and-Channel-Guidance.pdf">http://www.suffolkscb.org.uk/assets/files/2015/2015-06-12-Vulnerable-to-Radicalisation-Referral-and-Channel-Guidance.pdf</a>	Prevent information can be discussed with Suffolk



	<a href="http://www.suffolkscb.org.uk/assets/files/2015/2015-06-12-VTR-Referral-Form.docx">http://www.suffolkscb.org.uk/assets/files/2015/2015-06-12-VTR-Referral-Form.docx</a> This is the on line referral form	children's safeguarding board.
<b>Ofsted</b>	0300123 4666 enquiries@ofsted.gov.uk	

## Appendix 1

### Definitions of types of abuse

**Abuse and neglect** are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by *failing to act to prevent harm*. Abuse means a child's rights and needs are not being met as defined in the Children's Act (2004) and the United Nations Convention on the Rights of the Child (1989) Children may be abused in a family, or in an institutional or community setting; by those known to them, or a Stranger. Abuse may occur through actions of an adult, or another child or children.

*Disabled children are more at risk of abuse than non disabled children, injuries and behavioural presentations may be wrongly attributed to their disability, rather than abuse.*

**Harm** means ill-treatment or the impairment of health or development including, for example, impairment suffered from seeing or hearing the ill-treatment of another.

**Development** means physical, intellectual, emotional, social or behavioural development

**Health** means physical or mental health

**Ill-treatment** includes sexual abuse and forms of ill treatment which are not physical Working Together 2013 states 'Where information is gathered during an assessment (which may be very brief) results in the social worker suspecting that the child is suffering or likely to suffer significant harm, the local authority should hold a strategy discussion to enable it to decide, with other agencies, whether to initiate enquiries under section 47 of the Children Act 1989.'

Section 47 requires that if a local authority has 'reasonable cause to suspect that a child who lives or is found in their area is suffering or likely to suffer significant harm' the authority shall make, or cause to be made, such enquiries as they consider necessary.

### **There are four key types of abuse of children.**

#### Physical Abuse

Physical abuse happens when a child is deliberately hurt, causing physical harm. It can involve hitting, kicking, shaking, throwing, poisoning, burning or suffocating. It's also physical abuse if a parent or carer makes up or causes the symptoms of illness



in children. For example, they may give them medicine they don't need, making them unwell. This is known as fabricated or induced illness (FII)

### Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

Emotional abuse involves:

- humiliating, putting down or regularly criticising a child
- shouting at or threatening a child or calling them names
- mocking a child or making them perform degrading acts
- constantly blaming or scapegoating a child for things which are not their fault
- trying to control a child's life and not recognising their individuality
- not allowing a child to have friends or develop socially
- pushing a child too hard or not recognising their limitations
- manipulating a child
- exposing a child to distressing events or interactions
- persistently ignoring a child
- being cold and emotionally unavailable during interactions with a child
- not being positive or encouraging to a child or praising their achievements and successes.

### Neglect

Neglect is not meeting a child's basic physical and/or psychological needs. This can result in serious damage to their health and development. Neglect may involve a parent or carer not:

- providing adequate food, clothing or shelter
- supervising a child or keeping them safe from harm or danger (including leaving them with unsuitable carers)
- making sure the child receives appropriate health and/or dental care
- making sure the child receives a suitable education
- meeting the child's basic emotional needs – this is known as emotional neglect.

Neglect is the most common type of child abuse. It often happens at the same time as other forms of abuse.

### Sexual Abuse

Sexual abuse is forcing or enticing a child to take part in sexual activities. It doesn't necessarily involve violence and the child may not be aware that what is happening is abuse.

Child sexual abuse can involve contact abuse and non-contact abuse.



Contact abuse happens when the abuser makes physical contact with the child. It includes:

- sexual touching of any part of the body whether the child is wearing clothes or not
- rape or penetration by putting an object or body part inside a child's mouth, vagina or anus
- forcing or encouraging a child to take part in sexual activity
- making a child take their clothes off or touch someone else's genitals.

Non-contact abuse involves non-touching activities. It can happen online or in person and includes:

- encouraging or forcing a child to watch or hear sexual acts
- making a child masturbate while others watch
- not taking proper measures to prevent a child being exposed to sexual activities by others
- showing pornography to a child
- making, viewing or distributing child abuse images
- allowing someone else to make, view or distribute child abuse images.
- meeting a child following online sexual grooming with the intent of abusing them.

Online sexual abuse includes:

- persuading or forcing a child to send or post sexually explicit images of themselves, this is sometimes referred to as sexting
- persuading or forcing a child to take part in sexual activities via a webcam or smartphone
- having sexual conversations with a child by text or online.

Abusers may threaten to send sexually explicit images, video or copies of sexual conversations to the young person's friends and family unless they take part in other sexual activity. Images or videos may continue to be shared long after the abuse has stopped. Abusers will often try to build an emotional connection with a child in order to gain their trust for the purposes of sexual abuse. This is known as grooming.

### Child Sexual Exploitation ( CSE)

Child sexual exploitation is a type of sexual abuse. Young people may be coerced or groomed into exploitative situations and relationships. They may be given things such as gifts, money, drugs, alcohol, status or affection in exchange for taking part in sexual activities. Young people may be tricked into believing they're in a loving, consensual relationship. They often trust their abuser and don't understand that they're being abused. They may depend on their abuser or be too scared to tell anyone what's happening. They might be invited to parties and given drugs and alcohol before being sexually exploited. They can also be groomed and exploited online. Some children and young people are trafficked into or within the UK for the purpose of sexual exploitation. Sexual exploitation can also happen to young people



in gangs (Berelowitz et al, 2013). Child sexual exploitation can involve violent, humiliating and degrading sexual assaults and involve multiple perpetrators.

The Domestic Violence Act (2018) redefined the position of children living in a home where they experience domestic violence from 'witness' to 'victim'.

Domestic violence as abuse:

Domestic violence is defined by the Home Office as 'any incident of threatening behaviour, violence or abuse ( psychological, sexual, financial or emotional) between adults who are or have been intimate partners or family members, regardless of gender or sexuality. This includes issues of concern to black and minority ethnic ( BME) communities such as so called 'honour killings'.

- Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical (e.g. hitting, kicking, theft), verbal (e.g. racist or homophobic remarks, threats, name calling) and emotional (e.g. isolating an individual from the activities and social acceptance of their peer group). Isolation or unreasonable and unjustified withdrawal of services or supportive networks.
- **Discriminatory abuse** – including forms of harassment, slurs or similar treatment; because of race, gender and gender identity, age, disability, sexual orientation or religion.
- **Organisational abuse** – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.
- **Female Genital mutilation ( FGM)** –Refers to procedures that intentionally alter or cause injury to the female external genital organs for cultural or other non – therapeutic reasons. The practice is medically unnecessary, extremely painful and has serious physical and mental consequences. The procedure is typically performed on girls of 4 -13 years, but may be performed on babies and young women.

FGM is a criminal offence ( Prohibition of female Circumcision Act 2003) It is illegal to arrange, procure, aid or abet female genital mutilation.