

# GRACE CHURCH TRURO

## Safeguarding Policy Statement

### 1. Details of the Organisation

Grace Church Truro  
5 Grenville Road  
Truro  
TR1 3TJ

Tel: 07967 117768

Email: info@gracetruro.org

In association with Advance group of churches (formerly part of Newfrontiers).

**Charity Number:** 1138212

**Company Number:** 07328613

Public Liability Insurance with Ansvar

Sunday services, including children, are usually held at:  
The Kenwyn Building  
Truro College  
Chyvela Vale  
Truro  
TR1 3XX

#### 1.1 Brief description of our organisation and the type of activities we undertake with children and adults with care and support needs

We are first and foremost a family of God's people committed to demonstrating and proclaiming the fullness of life found in Jesus. Truro is the principal city within Cornwall with people of many different backgrounds. Grace Church aims to reflect this diversity in its membership and we have a wide congregational age-range.

We have a team of dedicated and highly competent children's workers who provide sessions for all our children up to the age of 18 on Sundays as well as other social events for the 11-18's (Engage group) at other times.

We run a "CAP Job Club" which aims to help and equip adults to take steps into the world of work.

We have midweek community groups meeting in people's homes in addition to the Sunday meetings. Similarly we have sent out a team to start a new church in Falmouth, "Anchor of Hope", centred around small meetings in homes with a larger monthly meeting once a month.

## **1.2 Our commitment**

The Leadership of Grace Church recognise the need to provide a safe and caring environment for children, young people and adults. We also acknowledge that children, young people and adults can be the victims of abuse and neglect.

We have therefore adopted the procedures set out in this policy in accordance with statutory guidance. We are committed to building constructive links with statutory and voluntary agencies involved in safeguarding.

The policy and attached practice guidelines are based on the safeguarding standards published by thirtyone:eight (formerly known as the Churches Child Protection Advisory Service - CCPAS) of which Grace Church is a member.

The Leadership undertakes to:

- Endorse and follow all national and local safeguarding legislation and procedures
- Provide ongoing safeguarding training for all its workers and volunteers, and will regularly review the operational guidelines
- Ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive
- Support the Safeguarding Co-ordinator in their work and in any action they may need to take in order to protect children and adults who may have care and support needs
- Make a copy of this policy available on request

## **2. Recognising and responding appropriately to an allegation or suspicion of abuse**

### **2.1 Understanding abuse and neglect**

A person may abuse by inflicting harm, or failing to prevent harm. Children and adults with care and support needs may be abused within a family, an organisation or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

In order to safeguard those in our places of worship and activities we adhere to the UN Convention on the Rights of the Child and have as our starting point as a definition of abuse, Article 19, which states:

1. Parties shall take all appropriate legislative, administrative, social and educational measures to protect the child from all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has the care of the child.

2. Such protective measures should, as appropriate, include effective procedures for the establishment of social programmes to provide necessary support for the child and for those who have the care of the child, as well as for other forms of prevention and for identification, reporting, referral, investigation, treatment and follow-up of instances of child maltreatment described heretofore, and, as appropriate, for judicial involvement.

In addition, including in relation to adults, Grace Church adheres to the UN Universal Declaration of Human Rights and the corresponding UK legislation.

Detailed definitions and signs of abuse are included in appendix 1.

## **2.2 Safeguarding awareness**

Grace Church is committed to ongoing safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers, including volunteers in roles with unsupervised contact with children and adults with care and support needs, will receive induction training and undertake safeguarding training on a regular basis. This is provided in-house, organised by the Safeguarding Co-ordinator using thirtyone:eight materials as the basis of this training.

The Leadership will also ensure that children, young people and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern.

## **2.3 Responding to Allegations of Abuse**

Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse.

The person who has become aware of an allegation of abuse should report the concern by following this procedure for co-ordination:

- Laura Sampson tel 07858 041966 (hereafter the "Safeguarding Co-ordinator") is nominated by the Leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities.
- In the absence of the Safeguarding Co-ordinator, or if the allegations in any way involve the Safeguarding Co-ordinator, then the report should be made to John Peters tel 07795 053957 or Chris Ward tel 07883 031505 (hereafter the "Deputies").
- If the allegations implicate both the Safeguarding Co-ordinator and the Deputies, then the report should be made in the first instance to thirtyone:eight by phoning 0845 120 4550.
- If someone is in immediate danger or has sustained a serious injury, contact the Emergency Services, informing them of any concerns.
- Afterwards at the earliest opportunity make detailed notes about what happened and pass to the Safeguarding Co-ordinator who will keep these records in a secure place.

The responsibilities of the Safeguarding Co-ordinator are as follows:

- The role of the Safeguarding Co-ordinator/ Deputy is to collate and clarify the precise details of the allegation and pass this information on to statutory agencies that have a legal duty to investigate and make enquiries.
- Where the concern is about a child the Safeguarding Co-ordinator should contact the Multi-Agency Referral Unit (MARU) on 0300 123 1116. If the concern is about an adult with care and support needs the Safeguarding Co-ordinator should contact the Adults Safeguarding Triage team on 0300 1234 131. The out of hours number for both children and adults is 01208 251 300.
- If it is believed that a crime may have taken place contact the Police on 101 and the call handler can direct to the Child Protection Team or Central Safeguarding Team for adults if appropriate.
- The Safeguarding Co-ordinator should give consideration as to whether the person who is alleged to have caused harm has a role in a position of trust with children or adults with care and support needs, and notify Social Services as part of the referral.
- In discussion with Social Services immediate actions required to prevent further harm should be considered e.g. person alleged to have caused harm may need to be suspended from duties while enquiries are ongoing.
- The Safeguarding Co-ordinator *may* also need to inform others, for example the Chair of Trustees, the insurance company or the Charity Commission if a 'serious incident' has occurred.

It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies, although the Leadership hope that members of Grace Church will use this procedure. If the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral, they are free to contact an external agency direct. We hope by making this statement that the Leadership demonstrate its commitment to effective safeguarding and the protection of all those who may be at risk of harm or abuse.

## **2.4 Detailed procedures where there is a concern about a child**

### **Allegations of Physical Injury, Neglect or Emotional Abuse**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Co-ordinator/Deputy will:

- Contact Children's Social Services (MARU - see above) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted MARU.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- For lesser concerns, (e.g. poor parenting), encourage parent/carer to seek help, but not if this places the child at risk of significant harm.
- Where the parent/carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Services direct for advice.
- Seek and follow advice given by thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

## **Allegations of Sexual Abuse**

In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will contact the MARU or Police Child Protection team direct. They will NOT speak to the parent/carer or anyone else.

## **2.5 Allegations of abuse against a person who works with children/young people**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Co-ordinator will contact the designated officer for the Cornwall and Isles of Scilly Safeguarding Children Partnership on 01872 326 536.

## **2.6 Allegations of abuse against a person who works with adults at risk**

If allegations are made against a person who works with adults at risk in a paid or voluntary capacity (a 'person in a position of trust' or PIPOT) the local Safeguarding Adults Board must be notified and will respond by making enquiries to decide what response is necessary. This can be requested by contacting 0300 1234 131.

# **3. Prevention**

## **3.1 Safe recruitment**

The Leadership will ensure all workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. This includes ensuring that:

- Those applying have completed an application form and a self declaration form
- Each applicant is interviewed, for example using the format of the graceKids team member interview notes, and safeguarding is discussed at this point
- Written references have been obtained, and followed up where appropriate
- A Disclosure and Barring Service (DBS) check has been completed where necessary (we will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- Qualifications, where relevant, have been verified
- A suitable training programme is provided for the successful applicant
- The applicant has completed a probationary period
- The applicant has been given a summary of the organisation's safeguarding policy and knows how to report concerns.
- Annual status checks will be carried out on every worker to make sure that their DBS check remains current and valid.

## **3.2 Management of Workers – Codes of Conduct**

As a Leadership, we are committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a code of conduct towards children, young people and adults with care and support needs.

Before individuals start working with children, young people and adults with care and support needs, they need to understand and acknowledge the responsibilities and trust inherent to their role. In addition, under Health and Safety at Work legislation, organisations have a duty of care towards the well-being of all workers and ensure they are treated fairly. They are required to provide a safe working environment and guidance on safe working practice.

All adults working with children, young people and adults with care and support needs are in positions of trust. It is therefore vital that workers ensure they do not, even unwittingly, use their position of power and authority inappropriately. Workers should always maintain professional boundaries and avoid behaviour that might be misinterpreted.

The trusting relationship between worker and child, young person or adult with care and support needs means the worker should never:

- use their position to gain access to information for their own or others' advantage
- use their position to intimidate, bully, humiliate, threaten, coerce or undermine
- use their status and standing to form or promote relationships that are or may become sexual

## **4. Pastoral Care**

### **4.1 Supporting those affected by abuse**

Grace Church is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the church. In addition to pastoral care offered by the Elders and persons they deem to be suitably experienced, referrals will be made to other counselling agencies as appropriate.

### **4.2 Working with offenders**

When someone attending Grace Church is known to have abused children, or is known to be a risk to adults, the Leadership will supervise the individual concerned and offer pastoral care. In its safeguarding commitment to the protection of everyone who may be at risk of harm, they will set boundaries for that person which they will be expected to keep.

A code of behaviour contract with clear boundaries will be drawn up together with details of support and accountability. It should be tailored specifically to individual circumstances and informed by risk assessments from the statutory agencies. This contract will be signed by the person involved and a Trustee. The Elders, in consultation with the Trustees, will appoint someone to whom the person will be directly accountable and who will pastorally care for that person.

## **5. Practice Guidelines**

As a church working with children, young people and adults with care and support needs we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.

As well as a general code of conduct for workers, we also have specific good practice guidelines for every activity we are involved in and these will be updated regularly as applicable. The operational guidelines for working safely with children are held separately to this policy and updated by the children's work team, available on request from the Safeguarding Co-ordinator.

### **5.1 Gifts, Rewards and Favouritism**

The giving of gifts or rewards can be part of an agreed policy for supporting positive behaviour or recognising particular achievements. In some situations, the giving of gifts as rewards may be accepted practice for a group of children, whilst in other situations the giving of a gift to an individual child or young person will be part of an agreed plan with the knowledge of a manager and the parent or carer.

Any gifts should be given openly and not be based on favouritism. Workers need to be aware that the giving of gifts could be seen as a gesture to bribe or groom a child, young person or adult at risk.

Adults should exercise care when selecting children or young people for specific activities or privileges to avoid perceptions of favouritism or unfairness. Methods and criteria for selection should always be transparent and subject to scrutiny.

Care should also be taken to ensure that adults do not accept any gift that might be construed as a bribe or lead the giver to expect preferential treatment.

There are occasions when children, young people or parents wish to pass small tokens of appreciation to workers, for example on special occasions or as a thank-you, and this is acceptable. However, it is unacceptable to receive gifts on a regular basis or of any significant value.

### **5.2 Information Sharing**

Information sharing is essential for effective safeguarding and promoting the welfare of children and young people. It is a key factor identified in many serious case reviews (SCRs) and safeguarding adults reviews (SARs), where poor information sharing has resulted in missed opportunities to take action that keeps people safe.

The 'seven golden rules to sharing information' (see more detail in the Government guidance 'Information Sharing: Advice to practitioners providing safeguarding services to children, young people, parents and carers', July 2018) are:

- Remember that the General Data Protection Regulation (GDPR), Data Protection Act 2018 and human rights law are not barriers to justified information sharing, but provide a framework to ensure that personal information about living individuals is shared appropriately.

- Be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.
- Seek advice from other practitioners, or your information governance lead, if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.
- Where possible, share information with consent, and where possible, respect the wishes of those who do not consent to having their information shared. Under the GDPR and Data Protection Act 2018 you may share information without consent if, in your judgement, there is a lawful basis to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information from someone, be clear of the basis upon which you are doing so. Where you do not have consent, be mindful that an individual might not expect information to be shared.
- Consider safety and well-being: base your information sharing decisions on considerations of the safety and well-being of the individual and others who may be affected by their actions.
- Necessary, proportionate, relevant, adequate, accurate, timely and secure: ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up-to-date, is shared in a timely fashion, and is shared securely (see principles).
- Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.

This guidance should be read alongside the Grace Church Data Protection and Privacy policies.

### **5.3 Communication with young people**

For the purposes of this policy the definition of children and young people are those aged under eighteen. Grace Church's vision is to encourage and facilitate young people to discover and pursue God's best for their lives. Our vision is worked out within a church family model and volunteers are an important part of this. It follows that often volunteers will develop supportive relationships with the young people who attend Grace Church. It is essential that such relationships and continuing contacts are for the benefit of the young people and are conducted in an appropriate manner.

In order to promote the spiritual and general well being of those entrusted to us, volunteers are required to adhere to the following:

- The welfare of the young people entrusted to us is of the utmost importance.
- Volunteers may only initiate contact with young people with the prior knowledge and approval of a parent / guardian and of the young person concerned. They will respond appropriately to contact from those with whom they have existing relationships.
- NEVER arrange to meet with a young person on behalf of Grace Church outside an organised activity without the consent of their parent / guardian.



- Normally it will be the case that volunteers will only have continuing contact with members of their own gender and any continuing contact will be with parental permission.
- Communication with young people is part of the church's ministry to them and not for the benefit of a volunteer's own social activities.
- Whenever a letter, message, e-mail or social media post is sent, consider whether you would be happy forwarding it to the young person's parents.
- The content of any letters, messages, e-mails or postings should be above reproach. Any content that could be perceived as sexual, grooming or in any way promoting illegal activity should not be sent.
- The giving and receiving of gifts should adhere to the above section of the policy.
- In the event of a contact being initiated by a young person, the volunteer should respond appropriately but state that they will be seeking a parent's consent to respond to such contacts in future.
- Use of online video communication such as Skype etc. is not permitted on a one to one basis. Video conferencing may be considered appropriate if a group requires it for project purposes, and has clear aims and objectives for its use.

### **Social Media**

- Volunteers are expected to abide by the rules of any social media platform they are using, for example on Facebook they should not accept friend requests from anyone under the age of 13.
- Volunteers must be friends/mutual followers with Claire and/or John Peters on Facebook or other platforms before they accept friend requests from any young people who they meet at Grace Church.
- Interactions with young people on social media should be viewed as an extension of relationships within Grace Church. Volunteers should consider the appropriateness of posts and whether they are being a good role model via their profiles in this context. It is responsibility of volunteers to ensure that inappropriate posts are removed from their own profiles, and this applies to photographs as well as comments or links.

### **Phone Calls / Messaging**

- It is inappropriate for volunteers to acquire and keep phone numbers of the young people without the consent of both the young person and their parent / guardian.
- If volunteers do have contact with a young person via phone then they should not speak for more than half an hour and not after 22:00.
- If volunteers exchange messages with a young person ensure that you save both the outgoing and incoming messages securely, for example by saving them to your e-mail account or a site such as iCloud.

### **Emails**

- If you exchange emails with a young person a copy of both the outgoing and incoming messages must be kept.

This section forms part of Grace Church's safeguarding policy and does not replace it. If a young person discloses abuse or neglect to you, do not promise confidentiality. Reassure them that they have done the right thing by telling someone and pass the information to the Safeguarding Co-ordinator immediately.

## **5.4 CAP Job Club**

In September 2017, Grace Church started running a Job Club in association with Christians Against Poverty (CAP). This is held once a week in the premises of Truro Baptist Church. The Job Club is designed to help people seeking employment to gain the skills they need, to increase their confidence and be better able to apply and be successful in those applications for work.

Although no formal fixed limit applies, numbers are limited to six per trained coach and these may be people recommended through CAP, through churches or elsewhere. As such, they may or may not be known to us, may have care and support needs or may present a risk to others. Although the Job Club is not intended for children, some of those who attend may bring children with them. Therefore the following procedures have been agreed:

- The Grace Church safeguarding policy applies even though the Job Club is run in the premises of another church under the overall "banner" of CAP.
- The Job Club Manager must have an up to date DBS check registered with Grace Church.
- At least two staff will be in attendance at all times and one to one meetings should be held in a location where another person is within view, not in an enclosed room.
- The Job Club Manager should liaise with Safeguarding Co-ordinators or Ministers of other churches where an attendee is known to belong to another church and where they are either considered to be at risk or reveal that they are under some restrictions having committed offences in the past. Such liaison should be with the consent of the person concerned, unless the risk makes information sharing without consent necessary.
- Any concerns of abuse should be referred in the first place through the Grace Church Safeguarding Co-ordinator in the usual way, who will decide when information needs to be shared with others, with the consent of the person at risk where required.
- Responsibility for any children brought to the Job Club rests with the parent / carer who brings them. The child(ren) should not be taken out of the main room in which the Job Club is held by any member of staff.
- The Job Club Manager is responsible for the safety and well-being of Job Club workers, whether paid or voluntary. If any attendee appears to threaten the safety of workers, the Manager should only allow their continued attendance when measures are put in place to ensure the safety of staff in future. Advice can be taken from CAP in such situations.

## **5.5 Whistleblowing Statement**

Workers are often the first to realise that something may be seriously wrong within the church. However, they may not express their concerns as they feel that speaking up would be disloyal to their colleagues or to the church.

Grace Church is committed to the highest possible standards of openness, probity and accountability. In line with that commitment, we expect all workers whether employed or not, and any others that we deal with, who have serious concerns about any aspect of the church's work to come forward and voice those concerns.

### **Statement Aims**

- provide avenues for you to raise concerns in confidence and receive feedback on any action taken.
- ensure that you receive a response to your concerns and that you are aware of how to pursue them if you are not satisfied.
- reassure you that you will be protected from possible reprisals or victimisation if you have a reasonable belief that you have made a disclosure in good faith.

### **What type of Concerns are Covered?**

- conduct that is an offence or a breach of law
- disclosure related to miscarriages of justice
- health and safety risks, including risks to the public as well as other workers
- damage to the environment
- the unauthorised use of public funds
- possible fraud and corruption
- abuse or neglect
- other unethical conduct

Other procedures are also available to employees e.g. the grievance procedure which relates to complaints about employment. This policy does not replace other complaints procedures, which are for public use.

### **Safeguards**

Grace Church recognises that the decision to report a concern can be a difficult one to make. If what you are saying is true, you should have nothing to fear because you will be doing your duty to your church and those for whom you provide a service.

Grace Church will not tolerate any harassment of victimisation and will take appropriate action to protect you when you raise a concern in good faith.

### **Confidentiality**

All concerns will be treated in confidence and every effort will be made not to reveal your identity if you so wish. At the appropriate time, however, you may need to come forward as a witness.

This policy encourages you, however, to put your name to your concern whenever possible. Please note that you:

- must disclose the information in good faith
- must believe it to be substantially true
- must not act maliciously or make false allegations
- must not seek any personal gain

### **How to Raise your Concern**

As a first step, you should normally raise concerns either verbally or in writing with an Elder/Leader or a Trustee. This may depend, however, on the seriousness and sensitivity of the issue involved and who is suspected of the malpractice. For example, if you believe that Elders/Leadership are involved you should approach a Trustee.

For independent advice please call Public Concern at Work:

Website: [www.pcaw.co.uk](http://www.pcaw.co.uk)

Helpline: 020 7404 6609

Email: [whistle@pcaw.co.uk](mailto:whistle@pcaw.co.uk)

## **6. Policy Display and Review**

A copy of our policy statement will be on display at our main meetings together with details of our Safeguarding Co-ordinators and thirtyone:eight contact details. The full policy will always be available on request from Laura Sampson and a statement to this effect displayed.

This policy will be reviewed annually and updated as necessary by the Trustees.

**Signed by:** \_\_\_\_\_

**Chair of Trustees**

**Date:** \_\_\_\_\_

# Appendix 1

## 1.1 Statutory Definitions of Abuse (Children)

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.

Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger. They may be abused by an adult or another child.

Child protection legislation throughout the UK is based on the United Nations Convention on the Rights of the Child. Each nation within the UK has incorporated the convention within its legislation and guidance.

The Government has produced detailed guidance based contained in *Working Together to Safeguard Children* (2015) and *What to do if you're worried a child is being abused: Advice for practitioners* (2015).

### Physical Abuse

Physical abuse describes physical injuries to a child as a result of acts of commission or omission. This includes anything from a hand slap to death by suffocation. Injuries may be caused by blows, punches, kicks, shakes, throws, bites, belts, scalds, burns, suffocation, drowning, poisoning or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

### 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. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying) causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

### Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities (including prostitution) not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical/oral contact, including assault by penetration (e.g. rape, buggery or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching inside or outside of clothing. Physical injury may form part of sexual assault. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images and pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

### Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food and clothing, shelter, (including exclusion from home or abandonment) failing to protect a child from physical and emotional harm or danger, failing to ensure adequate supervision, including the use of inadequate caregivers, or failing to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

## 1.2 Signs of Possible Abuse (Children)

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life and are based on the South West Child Protection Procedures (<http://www.online-procedures.co.uk/swcpp/contents/guidance-child-protection/signs-and-symptoms/>).

### Physical:

Injuries not consistent with the explanation given for them.

Injuries that occur in places not normally exposed to falls, rough games, including bruising to face (other than forehead), bleeding from mouth or ear, bruising around neck, bruising in pattern to suggest finger or hand print or of implement mark such as a belt, multiple bruises of different ages.

Injuries that have not received medical attention.

Reluctance to change for, or participate in, games or swimming.

Repeated urinary infections or unexplained tummy pains.

Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation.\*

Cuts/scratches/substance abuse.\*

Loss of consciousness, apnoeic episodes or fits.

Poisoning – fabrication or suggestion of symptoms, tampering with test results, inducing illness of child.

Behavioural indicators which include flinching away from contact or from a person, extremes of behaviour, being bullied or being a bully, self-harm, truancy or running away.

### Sexual

Any allegations made concerning sexual abuse:

Physical injuries caused by a sexual assault (grip marks on limbs or neck, love bites, abdominal bruising).

Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour.

Age-inappropriate sexual activity through words, play or drawing.

Child who is sexually provocative or seductive with adults.

Inappropriate bed-sharing arrangements at home.

Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations.

Eating disorders - anorexia, bulimia.\*

Physical signs: damage to ano-genital area, bleeding, lacerations or bruising, infection, sexually transmitted disease or pregnancy.

Behavioural signs: acting out and aggressive behaviour, withdrawal or overt compliance, depression, self-mutilation, running away, school refusal/truancy, drug and alcohol abuse.

### Emotional

Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging:

Depression, aggression, extreme anxiety.

Nervousness, frozen watchfulness.

Obsessions or phobias.

Sudden under-achievement or lack of concentration.

Inappropriate relationships with peers and/or adults (parent consistently withhold affection/approval; severe or inappropriate discipline).

Attention-seeking behaviour.

Persistent tiredness.

Running away/stealing/lying.

Impaired ability for play and enjoyment.

Lack of curiosity and natural exploratory behaviour.

Persistent head banging or rocking.

Delayed language and social skills.

Low self-esteem.

Eating disturbances or poor growth (failure to thrive).

Wetting or soiling.

Self-harm.

Scapegoating.

Substance misuse.

## **Neglect:**

Under nourishment, failure to grow, constant hunger, stealing or gorging food.

Poor skin care, hair loss, poor hygiene or inadequate clothing.

Persistent failure to follow any medical advice contributing to untreated illnesses.

Inadequate care leading to possible injury.

Failure to protect from harm - basic needs not being met.

Developmental delay, impaired language skills, poor social skills, apathetic or dejected presentation.

Poor school attendance.

\*These indicate the possibility that a child or young person is self-harming. Approximately 20,000 are treated in accident and emergency departments in the UK each year.

## **1.3 How to respond to a child wishing to disclose abuse**

### **Effective Listening**

Ensure the physical environment is welcoming, giving opportunity for the child or vulnerable adult to talk in private but making sure others are aware the conversation is taking place.

- It is especially important to allow time and space for the person to talk
- Above everything else listen without interrupting
- Be attentive and look at them whilst they are speaking
- Show acceptance of what they say (however unlikely the story may sound) by reflecting back words or short phrases they have used
- Try to remain calm even if, on the inside, you are feeling something different
- Be honest and don't make promises you can't keep regarding confidentiality
- If they decide not to tell you after all, accept their decision but let them know that you are always ready to listen.
- Use language that is age appropriate and, for those with disabilities, ensure there is someone available who understands sign language, Braille etc.

### **HELPFUL RESPONSES**

- You have done the right thing in telling
- I am glad you have told me
- I will try to help you

### **DON'T SAY**

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?
- Why? How? When? Who? Where?
- I am shocked, don't tell anyone else

## **1.4 Adult Safeguarding Definitions**

Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the adult's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action. This must recognise that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances.

The safeguarding duties apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs)



- is experiencing, or at risk of, abuse or neglect
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect

These criteria will need to be met before the following issues are considered as a safeguarding concern:

- Physical abuse including: assault, hitting, slapping, pushing, misuse of medication, restraint, inappropriate physical sanctions
- Domestic violence including: psychological, physical, sexual, financial, emotional abuse, so called 'honour' based violence
- Sexual abuse including: rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, sexual acts to which the adult has not consented or was pressured into consenting
- Psychological abuse including: emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation, unreasonable and unjustified withdrawal of services or supportive networks
- Financial or material abuse including: theft, fraud, internet scamming, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, the misuse or misappropriation of property, possessions or benefits
- Modern slavery encompasses: slavery, human trafficking, forced labour and domestic servitude, traffickers and slave masters using whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment
- Discriminatory abuse including forms of: harassment, slurs or similar treatment because of race, gender and gender identity, age, disability, sexual orientation, religion
- Organisational abuse: 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.
- Neglect and acts of omission including: ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating
- Self-neglect: this covers a wide range of behaviour neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding. A decision on whether a response is required under safeguarding will depend on the adult's ability to protect themselves by controlling their own behaviour. There may come a point when they are no longer able to do this, without external support.