

# City Gateway

## Safeguarding Child Protection and Vulnerable Adults Policy 2021 - 2022

| Reviewed by       | Date          | Next Review    |
|-------------------|---------------|----------------|
| Hannah Pilkington | February 2020 | February 2021  |
| Diane Betts       | May 2021      | September 2021 |
| Mark Pike         | October 2021  | September 2022 |

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## 1. Introduction and Scope of Policy

This Policy is intended to cover all Board Trustees, Employees, Volunteers, Learners, Partner organisations and Employers.

### 1.1 Safeguarding Definitions

Everyone who comes into contact with children, young people and their families has a role to play in safeguarding children. For staff in an educational setting it is particularly important as they are in a position to identify concerns early and provide help for children and young people, to prevent concerns from escalating. Educational settings and their staff form part of the wider safeguarding system for children and should work with social care, the police, health services and others to promote the welfare and safety of children and protect them from harm.

- A child in law and throughout this policy is defined as anyone under the age of 18.
- An 'adult at risk' is someone aged 18 or over who: - is unable to look after their own well-being, property, rights or other interests; and. is at risk of harm (either from another person's behaviour or from their own behaviour); and. because they have a disability, mental disorder, illness or physical or mental infirmity, are more vulnerable to being harmed than other adults.

## 2 Scope

- To cover all activities carried out by City Gateway.
- To cover all activities carried out by learners, volunteers, employees and employers; and is extended to all Board Trustees.
- Where applicable City Gateway partners and settings need to provide their own Child Protection / Safeguarding Policies, which includes preventing extremism and radicalisation.

City Gateway Trust believes that every young person and adult has the right to be safe and that their welfare is paramount. We are committed to safeguarding and promoting the welfare and safety of children, young people and vulnerable adults and we seek to ensure that all of our services, staff and volunteers work to achieve the best outcomes for children, young people and vulnerable adults, whilst responding effectively to any risks they may experience.

City Gateway is committed to putting into practice Article 12 of the Convention on the Rights of the Child, which states that children have the right to participate in decision-making processes that may be relevant in their lives and to influence decisions taken in their regard within the family, the school or the community. As part of this commitment, this policy seeks to ensure that any barriers to young people's participation are addressed.

### 2.1 To achieve success, City Gateway will:

- Have clear lines of accountability for safeguarding throughout the organisation;
- Set up effective performance management arrangements;
- Set clear goals and monitor and review progress;
- Undertake regular annual reviews of its safeguarding processes and practices
- Maintain the resources necessary to support this commitment; and
  - provide training to staff at all levels of the organisation in applying safeguarding

principles to every aspect of their work. Internal training will be carried out for staff annually in how to best implement safeguarding policies and procedures. The Executive Designated Safeguarding Lead (ESDL) shall register staff for relevant external training as legislation and practice is updated.

## **2.2 To fulfil and discharge our responsibility to safeguard children, young people and vulnerable adults, City Gateway is committed to:**

- Providing a safe environment for all to learn in
- Protecting children, young people and vulnerable adults at risk from all forms of abuse and safeguarding risks, including, but not limited to, those identified in Keeping Children Safe in Education 2021;
- Protecting children, young people and vulnerable adults at risk from the dangers of extremism and radicalisation, and promoting a resilient and tolerant ethos within our services (see Preventing Violent Extremism and Radicalisation Policy);
- Implement Safer recruitment practice in the recruitment, selection, appointment of staff working with children, young people and vulnerable adults at risk whether paid or voluntary;
- Working in partnership with children, young people and vulnerable adults at risk, valuing their contributions, while ensuring they are safe and protected while partaking in City Gateway activities and programmes;
- Working in partnership with parents and carers of children and young people and vulnerable adults, and offering support, encouragement and advice;
- Working in partnership with other agencies who are concerned with the well-being of children, young people and vulnerable adults at risk;
- Working with children, young people and vulnerable adults at risk, and including them in creating a safe environment where they can take part in City Gateway activities and consequently increase in confidence; and
- Implementing and maintaining a robust process for dealing with concerns about possible abuse, including disclosures and allegations.
- Ensuring staff providing services on behalf of the organisation are aware of, and comply with the policy in order to meet the highest possible standards of practice to safeguard young people and vulnerable adults.

## **3. Objectives**

- To ensure that all children, young people and vulnerable adults who are involved in activities, training, events and placements organised by City Gateway are effectively safeguarded.
- To ensure that all City Gateway employees and volunteers are aware of and are undertaking full and correct safeguarding procedures, inclusive of the identification, recording and reporting of suspected cases of abuse, extremism and radicalisation.
- To ensure that City Gateway remains up to date with legislation and practice relating to safeguarding.
- To raise awareness and actively promote the principles of safeguarding and well-being throughout City Gateways activities.
- To work in partnership with children, young people, vulnerable adults, their parents,

carers and other agencies & key stake holders. This is to ensure effective implementation of this Policy.

#### 4 Key Principles

- For the purpose of this document, 'individual' or 'individuals' refers to all individuals working with, or in contact with, children, young people or vulnerable adults at any time as part of their employment. This includes staff, volunteers, employers, consultants and learners. All employers who have learners on learning programmes with City Gateway are required to comply with the safeguarding policy.
- City Gateway is firmly committed to safeguarding in all relevant aspects of its employment and business. City Gateway is committed to both the legal implications of safeguarding policy and the promotion of health and in relation to all relevant customers.
- City Gateway will ensure that all individuals in direct contact with children, young people or vulnerable adults as part of their employment, be they directly employed by City Gateway or working with City Gateway in any other capacity, will have enhanced Disclosure and Barring Service (DBS) clearance.
- External Speakers and Visitors to City Gateway without DBS clearance will be supervised in the company of all learners at all times.
- Referral and reporting procedures will be in place and strictly adhered to in the event of any concerns relating to the abuse of children, young people and vulnerable adults.
- City Gateway staff will maintain up-to-date knowledge of safeguarding practice and procedures, extended to include the Prevent agenda.
- City Gateway recognises that the welfare of children, young people and vulnerable adults is paramount and will prioritise their safeguarding accordingly.
- City Gateway will actively seek to work with all related agencies, companies, bodies and providers in order to promote and maintain the highest standards of safeguarding.
- City Gateway will comply with all applicable regulations set out in;
  - The Protection of Children's Act 1999.
  - The Safeguarding Vulnerable Groups Act 2006.
  - Criminal Justice and Court Services Act 2000
  - The Children's Act 2004.
  - The Education Act 2002.
  - The Sexual Offences Act 2003.
  - The Protection of Freedoms Act 2012.
  - Keeping Children Safe in Education.
  - Working Together to Safeguarding Children
  - The Counter-Terrorism & Security Act 2015.
  - The Modern Slavery Act 2015
  - Government Guidance – Sexual violence and sexual harassment between children in schools and colleges.
  - Safeguarding and Protecting People for Charities and Trustees

## 5 Designated Persons

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### 5.1 Roles & Responsibilities

The Executive Designated Safeguarding Lead has a key duty for raising awareness across all staff of issues relating to the welfare of children, young people and adults at risk.

The post holder is required to have training in safeguarding issues and inter-agency working, receiving refresher training at least every two years or as and when any new issues arise.

The Executive Designated Safeguarding Lead is responsible for:

- Overseeing the referral of cases of suspected abuse or allegations to the relevant investigating agencies.
- Providing advice and support to other staff on issues relating to safeguarding.
- Maintaining a detailed and accurate record of any child protection referral, complaint or concern (even where that concern does not lead to a referral).
- Liaising with the Local Authorities and other appropriate agencies.
- Liaising with employers and training organisations that receive children or young people

from City Gateway on block placement work experience or long term placements to ensure that appropriate safeguarding policies are put into place.

- Ensuring that staff will receive training in safeguarding issues appropriate to their roles and are aware of City Gateway safeguarding procedures.
- Holding and reviewing internal case load meetings.
- Advising the CEO on efficiency and adequacy of resources and training being available to implement this policy.
- Ensuring arrangements are made to bring this policy to the notice of all employees, volunteers, employers, partners and visitors.
- The policy and its arrangements are regularly reviewed.

The Deputy Designated Safeguarding Lead has a key duty to ensure that staff are responsive and adopt and implement City Gateways approach to the safeguarding and welfare of children, young people and adults at risk.

The deputy Designated safeguarding Lead is responsible for;

- Deputising on all matters as outlined above in the absence of the Executive Designated Safeguarding Lead.
- Reporting all matters to the Executive Designated Safeguarding Lead.
- Knowing how to make an appropriate referral.
- Providing advice and support to staff on issues relating to safeguarding.
- Listening and responding appropriately to children, young people, Looked After Children (LAC) and adults at risk studying within City Gateway.
- Deal with individual cases, including attending case conferences and review meetings as appropriate.
- To act as a Single Point of Contact (SPOC) with external agencies to support the learners whilst in learning at City Gateway.
- Implement effective processes at the onboarding stage of learners to ensure effective measures are put in place swiftly, and communicated to relevant staff on a 'need to know' basis.
- Maintaining an up to date resource hub, for learners and staff, relevant to matters impacting on the welfare of children, young people and adults at risk.
- To challenge and make recommendations to continuously improve City Gateways performance on safeguarding.

The designated Safeguarding Board Trustee, is responsible for liaising with the CEO and the Executive Designated Safeguarding Lead over matters regarding safeguarding, including:

- Ensuring procedures and policies in place which are consistent with guidelines.
- Ensuring the Board considers the organisation's policy on safeguarding each year.
- Ensuring that each year the Board is informed of how City Gateway and its staff have complied with the policy, including, but not limited to a report on the training that staff have undertaken.
- The designated Safeguarding Trustee is responsible for overseeing the liaison between

agencies, e.g. Police, Social Services in connection with allegations against the CEO. This will not involve undertaking any form of investigation, but will ensure good communication between the parties and provide information to assist enquiries.

CEO has overall responsibility for all matters relating to Safeguarding but will delegate duties to the Executive Designated Safeguarding Lead and is responsible for dealing with allegations made against members of staff.

The CEO will retain responsibility for;

- Ensuring that all employees have knowledge and understanding of safeguarding and that it is taken seriously.
- Ensure that appropriate child protection and safeguarding policies are adopted, implemented and monitored.
- Foster a culture of openness and support.
- Ensure that all employees feel able to raise concerns about poor or unsafe practice and such concerns are handled sensitively and in accordance with the whistle blowing procedure.
- Acknowledge and discuss any concerns about any members of staff.
- Ensure City Gateway has access to the external and internal resources to offer extensive support around Child Protection and Safeguarding.
- Report to the Board at each Board meeting.
- Ensure that all recruitment procedures follow Safer Recruitment Guidance.

## **6 Safer Recruitment: Staff and Volunteers**

### **6.1 Recruitment and Selection Procedures**

City Gateway follows safer recruitment principles when recruiting staff and volunteers who will work with children, young people and vulnerable adults. In order to ensure that everyone is protected whilst at City Gateway, we will ensure that our employees and volunteers are carefully selected, screened, trained and supervised. City Gateway has a responsibility to ensure safe recruitment and employment practices. All employees and volunteers are vetted appropriately before commencement of employment/voluntary position, including an enhanced DBS check.

### **6.2 Disclosure and Barring Service (DBS)**

- All individuals working with children, young people and vulnerable adults will be made aware of DBS processes and regulations.
- City Gateway will ensure rapid and efficient interaction with DBS with regard to the discovery of new and relevant information relating to any individual.
- Enhanced DBS checks and any subsequent queries or concerns e.g. Prohibition, shall be conducted through official channels and in keeping with the Data Protection Act 2018.
- CEO has overall responsibility for the DBS policy.

- City Gateway recognises its legal duty to refer to the DBS anyone who has harmed, or poses a risk of harm, to a child or vulnerable adult where:
  - The harm test is satisfied in respect of that individual;
  - The individual has received a caution or conviction for a relevant offence, or if there is reason to believe that the individual has committed a listed offence and;
  - The individual has been removed from (paid or unpaid) regulated activity, or would have been removed had they not left.
- This will be the responsibility of the CEO

Responsibility for the appointment of staff and apprentices is held by CEO of City Gateway. For the purpose of administrating the policy, the process of appointment is delegated to a member of the Senior Leadership Team (provided they have under taken Safer recruitment Training)

The CEO shall report to the Trustees on the identification and, recruitment and appointment of any staff member who will be part of SLT.

The Senior Leadership Team (SLT) are responsible for the appointment of volunteers and 'youth volunteers'. The placement and supervision of volunteers and youth volunteers needs to be agreed by the department managers they are placed in and reviewed by the team on a regular basis. City Gateway confirms its commitment to follow Safer Recruitment practice, which includes recruiting all staff, apprentices and volunteers in accordance with the Disclosure and Barring Service (DBS) Code of Practice and the requirements laid out in Keeping Children Safe in Education 2021. This also includes specific training undertaken by the Senior Leadership Team in Safer Recruitment.

### **6.3 Appointment Procedures and Safer Recruitment**

All prospective staff, apprentices and volunteers (hereafter referred to as the 'applicant') are required:

- To send in a curriculum vitae including previous experience and a personal statement, and explaining any gaps in employment, and must complete a City Gateway Safer Recruitment application form
- To complete an equal opportunities form and a self-declaration form that includes personal details and a declaration of any previous criminal offences or allegations.
- To provide details of two referees, one of which is the current or most recent employer, the other being a character reference.
- To undertake an enhanced DBS check

The procedure for the appointment of staff will involve:

- Our commitment to safeguarding shall be on all JDs
- An interview involving at least two individuals: one of whom must have completed Safer recruitment Training, from either the senior management, the Trustees, and the post line manager or supervisor and when appropriate;
  - All delivery facing roles will require the applicant to carry out a live task in the setting (or if not possible, online), where they will be observed interacting with a selection of those they will be engaged with (children or young people)
- Specific safeguarding questions shall be asked to all perspective applicants at interview

stage regardless of role

The procedure for one off volunteers events will involve:

- Obtaining full names of expectant volunteers ahead of the event
- A signed register of attendees
- Photo ID for all volunteers
- Brief and debrief to explain safeguarding and capture any concerns
- Full supervision at all times by a permanent member of staff

If a suitable applicant is identified for the post the following conditions apply:

- They are offered the position having completed an enhanced DBS and are subject to at least a 3 month probation period.
- Two references must have been received prior to day one of employment
- Staff members and volunteers who are waiting for a DBS check to be returned may start working for City Gateway, but must be supervised at all times with an appropriate completed risk assessment until the DBS check is returned if agreed by the Executive Designated Safeguarding Lead in consultation with the CEO.
- On the return of the DBS certificate, should an offence against a child or children be revealed then the applicant would be informed they are unsuitable for the post- after the Executive Designated Safeguarding Lead has sought advice from the London Borough of Tower Hamlets (LBTH) Children's Social Care and associated boroughs.
- Other offences are at the discretion of the Executive Designated Safeguarding Lead and will require a risk assessment and action plan to be put in place

On appointment, the applicant is provided with a contract that includes a job description and outlines their responsibilities, with reference to this Safeguarding Policy.

Work experience students come to City Gateway to be trained and gain experience as well as being young people themselves. City Gateway is committed to ensuring their safety, young people and vulnerable adults at risk attending the sessions. As such, all work experience students shall have to undergo the same procedure.

## **7. Codes of Conduct for Staff, Apprentices and Volunteers**

### **7.1 Code of conduct for all working with children, young people and adults**

The following code of conduct applies to all City Gateway staff, apprentices and volunteers working with children, young people and vulnerable adults at risk, whether acting in a paid or unpaid capacity.

A copy of the [Guidance for safer working practice for those working with children and young people in education settings](#) will be made available to all staff.

- All staff will recognise and respect the value and intrinsic worth of each child, young person and family, regardless of economic, cultural or social background
- Good practice includes valuing and respecting children, young people and adults at risk as individuals, and the adult modelling of appropriate conduct, which would exclude bullying, aggressive behaviour and discrimination in any form

- If a child, young person or adult at risk makes a complaint, or if there are other reasons for suspecting abuse, this should be reported as soon as possible (and within 24 hours) to the designated safeguarding lead.
- The duty to report applies equally to complaints or accusations of historic, and not just recent, abuse/inappropriate behaviour
- Recipients of any complaint or accusation from a child, young person or adult at risk, must listen without making or implying any judgement as to the truth of the complaint or accusation
- All staff and volunteers should participate in training, including safeguarding training, available to support them in their work with children, young people and adults at risk;
- Staff and volunteers should remember that those who abuse children, young people and adults at risk can be of any age (even other children and adults at risk), gender, ethnic background or class, and it is important not to allow personal preconceptions about people to prevent appropriate action taking place
- Avoid taking a young person alone in a vehicle on journeys, however short
- If you find you are in a situation where you are alone with a child, young person or adult at risk, wherever practicable make sure that others can clearly observe you
- Avoid close personal relationships with a child, young person or adult at risk in relation to whom they are in a position of trust, including via social media
- Never make suggestive or inappropriate remarks to or about a child, young person or adult at risk, even in fun, as this could be misinterpreted
- Staff should dress appropriately for their job and remember that they are positive role models, giving a positive image of City Gateway both on and offsite
- No smoking or alcohol use is permitted on the premises, with the exception of specific events where alcohol may be served outside of delivery hours
- Under no circumstances should arguments or disagreements take place between staff, volunteers or apprentices in the presence of children, young people or adults at risk
- Confidentiality should be maintained unless there is a risk of immediate harm to an individual, and information will only be shared on a 'need to know' basis
- Avoid unnecessary physical contact

## **7.2 Continued code of conduct for working with children in Crèche**

The following code of conduct applies to all City Gateway staff, apprentices and volunteers working with children in the crèche:

- Ensure that physical contact is appropriate for the situation, and avoid initiating physical contact with a child, unless it is deemed necessary to protect the child from harm, to provide support with personal care, or offer comfort if they are distressed. Warmth and a nurturing approach are encouraged, however it is important for adults to be aware of and teach children about appropriate social boundaries (for example, kisses are only for family and close friends).
- Toileting or nappy changing should never be carried out by a staff member without another adult being aware. Volunteers, casual agency staff and students on work placement will not be permitted to change children's nappies; they may, however, support children with other personal care routines.
- Mobile phones may be on the premises, but must never be used in the setting by any member of staff, volunteer or apprentice

### 7.3 Early Help

Any child may benefit from early help, but all staff should be particularly alert to the potential need for early help for a child who:

- is disabled and has specific additional needs;
- has special educational needs (whether or not they have a statutory Education, Health and Care Plan);
- is a young carer;
- is showing signs of being drawn in to anti-social or criminal behaviour, including gang involvement and association with organised crime groups;
- is frequently missing/goes missing from care or from home;
- is at risk of modern slavery, trafficking or exploitation;
- is at risk of being radicalised or exploited;
- is in a family circumstance presenting challenges for the child, such as drug and alcohol misuse, adult mental health issues and domestic abuse;

Detailed information on early help can be found in Chapter 1 of *Working Together to Safeguard Children*. More information on statutory assessments is included at paragraph 48. Detailed information on statutory assessments can be found in Chapter 1 of *Working Together to Safeguard Children*.

- is misusing drugs or alcohol themselves;
- has returned home to their family from care; and
- is a privately fostered child.

### 7.4 Child Welfare

City Gateway recognises the need to prioritise the welfare of children, young people and vulnerable adults with which it works. These are defined as follows:

- A child is anyone who is 18 years or younger.
- A young person is anyone who is 19 but has not reached their 20<sup>th</sup> Birthday.
- A vulnerable adult is someone who is aged 18 years or over; who is, or may be, in need of community care services by reason of mental health, or other disability, age or illness. They may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation. Individuals will operate in line with this safeguarding policy at all times.

City Gateway considers abuse of any kind, neglect, maltreatment, aggressiveness, intimidation and bullying, all as damaging to the welfare of a child, young person or vulnerable adult.

Complaints or concerns relating to individuals working with City Gateway will be reported to the Executive Designated Safeguarding Lead immediately. City Gateway's Whistleblowing Policy or Data Protection Policy do not prevent information sharing with investigating agencies where the information will help to safeguard welfare. City Gateway will refer concerns that a child, young person or vulnerable adult might be at risk of significant harm to Social Care Services/Police or the appropriate agencies as

agreed with the relevant Local Safeguarding Board. Individuals will be offered training that will help to make them aware of possible signs of abuse/exploitation and act appropriately.

Children, young people and vulnerable adults will be respected at all times and encouraged to interact in both formal (evaluation and feedback) and informal (spoken word) communication.

Individuals will maintain appropriate relationships with children, young people and vulnerable adults, reducing physical contact and one-on-one situations to the minimum practicable level.

Individuals will endeavour to avoid being alone with a child, young person or vulnerable adult whenever possible, and will not offer informal travel or other similar services. The Safeguarding and Well-being Manager, when receiving safeguarding disclosures, will work in accordance with the Lone Working Policy.

City Gateway recognises the right of children, young people, vulnerable adults and/or their parents/guardians, to withdraw from featuring in promotional material, either on video or in photographs. Opt out forms will be prioritised and strictly adhered to in relevant situations.

## **8. Key safeguarding Area to be alert to.**

### **8.1 Abuse of Vulnerable Adults:**

City Gateway is committed to ensuring that all staff, the management committee, trustees and volunteers have an awareness of signs and symptoms of the abuse of vulnerable adults. We will ensure that the Safeguarding Leads and other members of staff, trustees and volunteers have access to training around Safeguarding Adults.

“Abuse is a violation of an individual’s human and civil rights by any other person or persons” (No Secrets: Department of Health, 2000)

#### **Abuse of vulnerable adults can include:**

- **Physical abuse:** including hitting, slapping, punching, burning, misuse of medication, inappropriate restraint.
- **Sexual abuse:** including rape, indecent assault, inappropriate touching, exposure to pornographic material
- **Psychological or emotional abuse:** including belittling, name calling, threats of harm, intimidation, isolation
- **Financial or material abuse:** including stealing, selling assets, fraud, misuse or misappropriation of property, possessions or benefits
- **Neglect and acts of omission:** including withholding the necessities of life such as medication, food or warmth, ignoring medical or physical care needs
- **Discriminatory abuse:** including racist, sexist, that based on a person’s disability and other forms of harassment, slurs or similar treatment
- **Institutional or organisational:** including regimented routines and cultures, unsafe practices, lack of person-centred care or treatment

Abuse may be carried out deliberately or unknowingly. Abuse may be a single act or repeated acts. People who behave abusively come from all backgrounds and walks of life. They may be doctors, nurses, social workers, advocates, staff members, volunteers or others in a position of trust. They may also be relatives, friends, neighbours or people who use the same services as the person experiencing abuse.

## **8.2 Peer on Peer abuse:**

City Gateway's procedures for minimising the risk of Peer on Peer abuse, ensure learners are issued with:

- Learner code of conduct
- Learner handbook, contain the contact details for the Safeguarding Leads
- Anti-bullying Policy
- Access to Safeguarding, Child Protection and Vulnerable Adults Policy

All learners receive a face-to-face safeguarding induction with a member of the safeguarding team when they enrol at City Gateway, which addresses Peer on Peer abuse.

Allegations of Peer on Peer abuse, within City Gateway, will be investigated. This will include meetings between the Deputy Designated Safeguarding Lead, the relevant staff member, the Learner and their Parent(s)/Carer(s) and any relevant external agencies. This is in line with City Gateway's Support Policy, including the disciplinary process.

The victim, perpetrator and any other learner affected by Peer on Peer abuse will be supported in accordance to the Support Policy. Both victims and perpetrators will be dealt with on a case by case basis, taking into account circumstances and individual needs.

When considering if a behaviour between a child or young person to another child or young person has been abusive it is important to consider; whether there is a large difference in power (for example age, size, ability, development between the young people concerned); or whether the perpetrator has repeatedly tried to harm one or more other children; or whether there are concerns about the intention of the alleged perpetrator. Peer on Peer abuse can manifest itself in many different ways and different gender issues can be prevalent. Severe harm may be caused to children by abusive and bullying behaviour of other children, which may be physical, sexual, or emotional (blackmail/threats) and can include gender based violence/sexual assaults, sexting, teenage relationship abuse, peer on peer exploitation, serious youth violence, sexual bullying, harmful sexual behaviour, cyber bullying, initiations, and showing prejudice in race, religion or disability.

All Peer on Peer abuse is unacceptable and will be taken seriously, regardless of the gendered nature of abuse.

Peer on Peer abuse is categorised under 'abuse' and should never be tolerated or passed off as 'banter', 'just having a laugh' or 'part of growing up'.

### **8.3 Teenage Relationship Abuse**

This is a pattern of abusive behaviours over a course of time used to exert power and control over a dating partner. Violent words and actions are tools an abusive partner uses to gain and maintain power and control over their partner. Types of abuse include: emotional, verbal, physical, financial, sexual, stalking and digital (using technology to threaten, stalk, intimidate or bully).

### **8.4 Children who may be particularly vulnerable**

Some children may have an increased risk of abuse. Many factors can contribute to an increase in risk, including prejudice and discrimination, isolation, social exclusion, communication issues and reluctance on the part of some adults to accept that abuse can occur. LAC are particularly vulnerable - the most common reason for children becoming looked after is as a result of abuse and/or neglect. City Gateway will ensure that employees have the skills, knowledge and understanding necessary to keeping LAC safe. In particular, they will ensure that appropriate employees have the information they need in relation to a child's looked after legal status and contact arrangements with birth parents or those with parental responsibility. They will also have information about the child's care arrangements and the levels of authority delegated to the carer by the authority looking after him/her.

To ensure that all children, young person or vulnerable adult working alongside City Gateway receive appropriate protection, we will give special consideration to those who are:

- Disabled or have Special Education Needs
- Living in a domestically abusive situation
- Affected by parental substance misuse
- Asylum seekers
- Were previously regularly absent from school
- Attending alternative provision or subject to a managed move
- Living away from home (frequent movers)
- Vulnerable to being bullied, or engaging in bullying
- Living in temporary accommodation
- Living a transient lifestyle
- Living in chaotic and unsupportive home situations
- Vulnerable to discrimination and maltreatment on the grounds of race, ethnicity, religion or sexuality
- Involved directly or indirectly in prostitution or child trafficking
- Speakers of another first language
- Children that are subject to a Full Care order (LAC), Child Protection Plan or Children in Need Plan
- Children that may be vulnerable to messages of violence and extreme ideologies and radicalisation

## 8.5 Definitions and categories of abuse

City Gateway recognises the following as definitions of abuse; physical, emotional, neglect, and sexual with the additional categories of acts of omission, psychological, financial or material, institutional or professional abuse.

Someone may abuse or neglect a child or young person by inflicting harm, by failing to act to prevent harm, or by failing to ensure safety and adequate care. Harm may occur intentionally or unintentionally. Children may be abused in a family, an institution or community setting, by those known to them, or by a stranger. Examples of abuse are set out below these examples are by no means exhaustive;

### 8.5.1 Physical abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating 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.

Possible signs of physical abuse include:

- Any injuries not consistent with the explanation given for them.
- Injuries which occur to the body in places which are not normally exposed to falls or rough games.
- Injuries which have not received medical attention.
- Reluctance to change for, or participate in, games or swimming.
- Bruises, bites, burns and fractures, for example, which do not have an accidental explanation.
- The child gives inconsistent accounts for the cause of injuries.

### 8.5.2 Emotional Abuse

The persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child 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 a child's developmental mental 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, although it may occur alone.

Possible signs of emotional abuse include:

- Depression, aggression, extreme anxiety, changes or regression in mood or

behaviour, particularly where a child withdraws or becomes clingy.

- Obsessions or phobias.
- Sudden underachievement or lack of concentration.
- Seeking adult attention and not mixing well with other children.
- Sleep or speech disorders.
- Negative statements about self.
- Highly aggressive or cruel to others.
- Extreme shyness or passivity.
- Running away, stealing and lying.

### 8.5.3 Neglect

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, clothing and shelter (including exclusion from home or abandonment)
- protect a child from physical and emotional harm or danger
- ensure adequate supervision (including the use of inadequate care-givers)
- or ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

#### Possible signs of neglect include:

- Dirty skin, body smells, unwashed, uncombed hair and untreated lice.
- Clothing that is dirty, too big or small, or inappropriate for weather conditions. Frequently left unsupervised or alone.
- Frequent diarrhoea.
- Frequent tiredness.
- Untreated illnesses, infected cuts or physical complaints which the carer does not respond to.
- Frequently hungry.
- Overeating junk food.

### 8.5.4 Sexual Abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, 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.

Possible signs of sexual abuse include:

- The child has an excessive preoccupation with sexual matters and inappropriate knowledge of adult sexual behaviour for their age, or regularly engages in sexual play inappropriate for their age.
- Sexual activity through words, play or drawing.
- Repeated urinary infections or unexplained stomach pains.
- The child is sexually provocative or seductive with adults.
- Inappropriate bed-sharing arrangements at home.
- Sleep disturbances with fears, phobias, vivid dreams or nightmares which sometimes have overt or veiled sexual connotations.
- Eating disorders such as anorexia or bulimia.

### **8.5.5 Domestic Abuse/Violence**

The cross-government definition of abuse is: “Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse

- psychological
- physical
- sexual
- financial
- emotional

Controlling behaviour is: a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is: an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.” \*

This definition, which is not a legal definition, includes so called ‘honour’ based violence, female genital mutilation (FGM) and forced marriage, and is clear that victims are not confined to one gender or ethnic group.” (GOV.UK)

Exposure to Domestic Abuse and/or Violence can have a serious, long lasting emotional and psychological impact on children. In some cases, a child may blame themselves for the abuse or may have had to leave the family as a result. Domestic Abuse affecting young people can also occur within their personal relationships, as well as in the context of their home life.

### **8.6 Bullying and Cyberbullying**

Cyberbullying is bullying that takes place over digital devices, such as mobile phones

and internet use through computers, laptops and tablets. Cyberbullying can occur through SMS, Text and Apps or online with social media, forums or gaming, where people can view, participate in, or share content. Cyberbullying includes sending, posting or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information or images about someone else causing embarrassment and humiliation. Some Cyberbullying crosses the line into unlawful or criminal behaviour. See City Gateway's Anti-Bullying Policy for further information.

The most common places where Cyberbullying takes place:

- Social Media, such as Facebook, Instagram, Snapchat and Twitter Tiktok
- SMS (short Message Service) also known as a 'text message' sent through devices. Instant Messaging (via devices, email provider services, Apps and social media messaging features)
- Email

### **8.6.1 On-line safety monitoring**

City Gateway work with an external provider of IT security to filter and diagnose internet traffic, and are able to provide analysis of sites attempted to be accessed. Learners shall be advised of this as part of their induction.

## **8.7 Child Criminal Exploitation – County Lines**

Criminal exploitation of children is a geographically widespread form of harm that is a typical feature of county lines criminal activity: drug networks or gangs groom and exploit children and young people to carry drugs and money (on occasions weapons) from urban areas to suburban and rural areas, market and seaside towns. The key to identifying potential involvement in county lines are missing episodes, where the victim may have been trafficked for the purpose of transporting drugs.

Like other forms of abuse and exploitation, county lines exploitation:

- Can affect any child or young person (male or female) under the age of 18 years;
- Can affect any vulnerable adult over the age of 18 years;
- Can still be exploitation even if the activity appears consensual;
- Can involve force and/or enticement-based methods of compliance and is often accompanied by violence or threats of violence;
- Can be perpetrated by individuals or groups, males and females, and young people or adults; and is typified by some form of power imbalance in favour of those perpetrating the exploitation.

Whilst age may be the most obvious, the power of imbalance can also be due to a range of other factors including gender, cognitive ability, physical strength, status and access to economic or other resources.

### **8.7.1 Recognising Young People Who May Be Affected by Gang Activity**

Gang involvement is a multi-agency issue; partnership working and information sharing is therefore a key to safeguarding children, young people, vulnerable adults at risk of gang-related harm. Children, young people, vulnerable adults are put at risk by gang activity

both through participation in and as victims of gang violence.

Learners particularly vulnerable to suffering harm in the gang context are those who are:

- Not involved in gangs, but living in an area where gangs are active.
- Not involved in gangs, but at risk of becoming victims of gangs; by way of truanting from education, permanent exclusion from school/college or having been a victim of abuse or neglect.
- Not involved in gangs but at risk of becoming drawn in, for example, siblings or children of known gang members; or
- Gang-involved and at risk of harm through their gang-related activities (e.g. drug supply, weapon use, sexual exploitation and risk of attack from own or rival gang members).

Victims and offenders are often the same people. When adults treat a young person as just a victim or just an offender, they are not taking into account the complex, cyclical nature of the victim-offender link and the factors that influence young people's lives. There are particular risk factors and triggers that young people experience in their lives that can lead to them becoming involved in gangs. Many of these risk factors are similar to involvement in other harmful activities such as youth offending or violent extremism.

#### **8.7.2 Risk factors for a person becoming involved in gangs may include:**

- Becoming withdrawn from family;
- Sudden loss of interest in education - decline in attendance or academic achievement;
- Starting to use new or unknown slang words;
- Holding unexplained money or possessions;
- Staying out unusually late without reason;
- Sudden change in appearance - dressing in a particular style or 'uniform';
- Dropping out of positive activities;
- New nickname;
- Unexplained physical injuries;
- Graffiti style tags on possessions, school books, walls;
- Constantly talking about another young person who seems to have a lot of influence over them;
- Broken off with old friends and hanging around with a new group;
- Increased use of social networking sites;
- Starting to adopt codes of group behaviour e.g. ways of talking and hand signs;
- Expressing aggressive or intimidating views towards other groups of young people some of whom may have been friends in the past;
- Being scared when entering certain areas;
- Being concerned by the presence of unknown youths in their neighbourhood.

This is not an exhaustive list and should be used as a guide, amended as appropriate in light of local knowledge of the risk factors in a particular area.

### **8.8 Child Sexual Exploitation**

Child Sexual Exploitation (CSE) is a form of child sexual abuse. It can affect any child or

young person (male or female) under the age of 18 years, including 16 and 17 year olds who can legally consent to have sex.

CSE occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity,

(a) in exchange for something the victim needs or wants (for example food, accommodation, drugs, alcohol, gifts, money or in some cases simply affection), and/or

(b) for the financial advantage or increased status of the perpetrator or facilitator. Sexual exploitation can take many forms ranging from the seemingly 'consensual' relationship, where sex is exchanged for affection or gifts, to serious organised crime by gangs and groups.

Sexual exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex and sexual bullying. CSE does not always involve physical contact; it can also occur through the use of technology; cyber bullying and grooming.

However, it is also important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this abuse. The victim may have been sexually exploited even if the sexual activity appears consensual.

## 8.9 Sexual Violence and Sexual Harassment between children in schools and colleges

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1014224/Sexual\\_violence\\_and\\_sexual\\_harassment\\_between\\_children\\_in\\_schools\\_and\\_colleges.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1014224/Sexual_violence_and_sexual_harassment_between_children_in_schools_and_colleges.pdf)

When referring to sexual violence we are referring to sexual offences under the Sexual Offences Act 2003 as described below:

**Rape:** A person (A) commits an offence of rape if: he intentionally penetrates the vagina, anus or mouth of another person (B) with his penis, B does not consent to the penetration and A does not reasonably believe that B consents.

**Assault by Penetration:** A person (A) commits an offence if: s/he intentionally penetrates the vagina or anus of another person (B) with a part of her/his body or anything else, the penetration is sexual, B does not consent to the penetration and A does not reasonably believe that B consents.

**Sexual Assault:** A person (A) commits an offence of sexual assault if: s/he intentionally touches another person (B), the touching is sexual, B does not consent to the touching and A does not reasonably believe that B consents.

Consent is about having the freedom and capacity to choose. Consent to sexual activity may be given to one sort of sexual activity but not another, e.g. to vaginal but not anal sex or penetration with conditions, such as wearing a condom. Consent can be

withdrawn at any time during sexual activity and each time activity occurs. Someone consents to vaginal, anal or oral penetration only if s/he agrees by choice to that penetration and has the freedom and capacity to make that choice.

Further information on consent:

- a child under the age of 13 can never consent to any sexual activity;
- the age of consent is 16
- sexual intercourse without consent is rape.

### **8.9.1 Sexual Harassment:**

When referring to sexual harassment we mean 'unwanted conduct of a sexual nature' that can occur online and offline. When we reference sexual harassment, we do so in the context of child on child sexual harassment. Sexual harassment is likely to: violate a child's dignity, and/or make them feel intimidated, degraded or humiliated and/or create a hostile, offensive or sexualised environment.

Whilst not intended to be an exhaustive list, sexual harassment can include:

- sexual comments, such as: telling sexual stories, making lewd comments, making sexual remarks about clothes and appearance and calling someone sexualised names;
- sexual "jokes" or taunting;
- physical behaviour, such as: deliberately brushing against someone, interfering with someone's clothes (City Gateway will consider when any of this crosses a line into sexual violence - it is important to talk to and consider the experience of the victim) and displaying pictures, photos or drawings of a sexual nature; and
- online sexual harassment. This may be standalone, or part of a wider pattern of sexual harassment and/or sexual violence. It may include;
- non-consensual sharing of sexual images and videos;
- sexualised online bullying;
- unwanted sexual comments and messages, including, on social media; and sexual exploitation; coercion and threats.

It is important that staff consider sexual harassment in broad terms. Sexual harassment (as set out above) creates an atmosphere that, if not challenged, can normalise inappropriate behaviours and provide an environment that may lead to sexual violence.

### **8.10. Honour Based Violence**

So-called 'honour based' violence (HBV) encompasses crimes which have been committed to protect or defend the honour of the family and/or the community, including forced marriage, Female Genital Mutilation (FGM) and practices such as breast ironing. All forms of so called HBV are abuse (regardless of the motivation) and must be reported immediately.

### **8.11. Forced Marriage**

A forced marriage is a marriage without the full consent of both parties and where pressure or threats are a factor. This is very different to an arranged marriage, which both people will have agreed to. Emotional pressure from their family might stop them

from saying anything to anyone else. The lack of control over their own decisions can lead to depression and self-harm.

Signs and indicators of concern:

- Truancy / absence from learning.
- Low Motivation.
- Lack of Punctuality.
- Self-Harm.
- Depression.
- Isolation.
- Attempted Suicide.
- Eating Disorders.
- Brother/Sisters forced to marry or reported missing.
- Family disputes.
- Runaways.
- Domestic violence.
- Substance misuse.

While many of these signs and indicators could be linked to their issues, it is important to consider all potential reasons and keep an open mind. Honour Based Abuse and Forced Marriages are a fundamental abuse of human rights. As of 16th June 2014 changes to legislation made Forced Marriages a criminal offence. Remember the ['One Chance Rule'](#).

### **If someone you know is at risk**

Contact the Forced Marriage Unit (FMU) if you know someone who's been taken abroad to be forced into marriage.

- Give as many details as you can, for example:
- where the person has gone
- when they were due back
- when you last heard from them

The FMU will contact the relevant embassy. If they're a British national, the embassy will try to contact the person and help them get back to the UK if that's what they want.

### **8.12. Female Genital Mutilation:**

Female genital mutilation (sometimes referred to as female circumcision or 'cutting') refers to procedures that intentionally alter or cause injury to the female genital organs for non-medical reasons. The practice is illegal in the UK. It has been estimated that over 65,000 girls under the age of 13 are at risk of female genital mutilation (FGM) in the UK each year, and that 170,000 women and girls in the UK are living with the consequences of FGM. However, the true extent is unknown, due to the "hidden" nature of the crime. Females may be taken to their countries of origin so that FGM can be carried out during the summer holidays, allowing them time to "heal" before they return to school. There is evidence that girls have now undergone this FGM in the UK.

Risk Factors:

- A child talking about a special ceremony.

- A young person talking about being 'cut'.
- A child belonging to certain communities.
- Planning an extended trip abroad.
- Knowledge of previous siblings.

Indicators it may have taken place:

- Prolonged absence.
- Change in behaviour on returning from an extended holiday.
- Urinary infections, bladder or menstrual problems.
- Describing pain in the groin.
- Avoiding physical activity.
- Appears uncomfortable including when sitting.
- Finds it difficult to sit still.
- Talking about something happening to them or someone hurting them and having to keep a secret.

### **8.12.1 Making a Report**

The FGM mandatory reporting duty is a legal duty provided for in the FGM Act 2003 (as amended by the Serious Crime Act 2015). The legislation requires Teachers in England and Wales to make a report to the police where, in the course of their professional duties, they either:

- are informed by a girl under 18 that an act of FGM has been carried out on her; or
- observe physical signs which appear to show that an act of FGM has been carried out on a girl under 18 and they have no reason to believe that the act was necessary for the girl's physical or mental health or for purposes connected with labour or birth.

For the purposes of the duty, the relevant age is the girl's age at the time of the disclosure/identification of FGM (i.e. it does not apply where a woman aged 18 or over discloses she had FGM when she was under 18).

Complying with the duty does not breach any confidentiality requirement or other restriction on disclosure which might otherwise apply. The duty is a personal duty which requires the Teacher who becomes aware of the case to make a report; the responsibility cannot be transferred. The only exception to this is if you know that another individual from your profession has already made a report; there is no requirement to make a second. For staff that are not teachers, reports concerning FGM must be made directly to the Executive Designated Safeguarding Lead who will make any necessary reports directly to the Police.

Where there is a risk to life or likelihood of serious immediate harm, professionals should report the case immediately to police, including dialling 999 if appropriate.

### **8.13. Contextualised Safeguarding**

Contextualised Safeguarding is an approach to understanding, and responding to, young people's experiences of significant harm beyond their families. It recognises that the

different relationships that young people form in their neighbourhoods, schools and online can feature violence and abuse. Parents and Carers have little influence over these contexts, and young people's experiences of extra-familial abuse can determine parent-child relationships.

Link to further information:

<https://www.csnetwork.org.uk/en/>

#### 8.14. Recognising extremism and radicalisation

The following guidance is written with regard to the Home Office guidance "Channel: Protecting Vulnerable People from Being Drawn into Terrorism" and "Channel: Vulnerability Assessment Framework".

**Engagement:** Example needs, susceptibilities, motivations and contextual influences that make individuals vulnerable to engagement with an extremist group, cause or ideology include:

- Feelings of grievance and injustice.
- Feeling under threat.
- A need for identity, meaning and belonging.
- Desire for status.
- A desire for excitement and adventure.
- A need to dominate and control others.
- Susceptibility to indoctrination.
- A desire for political or moral change.
- Opportunistic involvement.
- Family or friend's involvement in extremism.
- Being at a transitional time of life.
- Being influenced or controlled by a group.
- Relevant mental health issues.
- Pre-existing conviction that their religion / culture is under threat.

Example indicators that an individual is engaged with an extremist group, cause or ideology include:

- Spending increasing time in the company of other suspected extremists.
- Changing their style of dress or personal appearance to accord with the group.
- Their day-to-day behaviour becoming increasingly centred on an extremist ideology, group or cause.
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause.
- Possession of material or symbols associated with an extremist cause (e.g. the swastika for far right groups).
- Attempts to recruit others to the group/cause/ideology.
- Communication with others that suggest identification with a group/cause/ideology.
- Increased Social Media use, changes in their profile/image or name and being

overly secretive about it. Extremist groups/individuals use social media to recruit those vulnerable to radicalisation.

**Intent to cause harm:** Not all those who become engaged by a group, cause or ideology go on to City Gateway with an intention to cause harm, so this dimension is considered separately.

Intent factors describe the mind-set that is associated with a readiness to use violence and address what the individual would do and to what end. They can include:

- Over-identification with a group or ideology.
- 'Them and Us' thinking.
- Dehumanisation of the enemy.
- Attitudes that justify offending.
- Harmful means to an end.
- Harmful objectives.

Example indicators that an individual has an intention to use violence or other illegal means include:

- Clearly identifying another group as threatening what they stand for and blaming that group for all social or political ills.
- Using insulting or derogatory names or labels for another group.
- Speaking about the imminence of harm from the other group and the importance of action now.
- Expressing attitudes that justify offending on behalf of the group, cause or ideology.
- Condoning or supporting violence or harm towards others plotting or conspiring with others.

**Capability to cause harm:** Not all those who have a wish to cause harm on behalf of a group, cause or ideology are capable of doing so, and plots to cause widespread damage take a high level of personal capability, resources and networking to be successful. What the individual is capable of is therefore a key consideration when assessing risk of harm to the public. Example indicators that an individual is capable of directly or indirectly causing harm include:

- Having a history of violence.
- Being criminally versatile and using criminal networks to support extremist goals.
- Having occupational skills that can enable acts of terrorism (such as civil engineering, pharmacology or construction).
- Having technical expertise that can be deployed (e.g. IT skills, knowledge of chemicals, military training or survival skills).

**Please refer to City Gateway's Preventing Extremism and Radicalisation Safeguarding Policy for further details.**

### **8.15. Hate crime**

What are hate incidents?

The Police and Crown Prosecution Service have agreed a common definition of hate

incidents. They say something is a hate incident if the victim or anyone else thinks it was motivated by hostility or prejudice based on one of the following things:

- Disability
- Race
- Religion
- Transgender identity
- Sexual orientation.

This means that if you believe something is a hate incident it should be recorded as such by the person you are reporting it to, **Anyone can be the victim of a hate incident.**

Other personal characteristics:

Those people who live by an alternative sub-culture can be subject to hate incidents. These are incidents based on someone's appearance and include Goths, Emos, Punks and other similar groups.

### **What type of incidents can be a hate incident?**

Hate incidents can take many forms, for example:

- Verbal abuse like name-calling and offensive jokes.
- Harassment.
- Bullying or intimidation by children, adults, neighbours or strangers.
- Physical attacks such as hitting, punching, pushing, spitting.
- Threats of violence.
- Hoax calls, abusive phone or text messages, hate mail.
- Online abuse for example on Facebook or Twitter.
- Displaying or circulating discriminatory literature or posters.
- Harm or damage to things such as your home, pet, vehicle.
- Graffiti.
- Arson.
- Throwing rubbish into a garden.
- Malicious complaints for example over parking, smells or noise.

### **When is a hate incident also a hate crime?**

When hate incidents become criminal offences they are known as hate crimes.

A criminal offence is something which breaks the law of the land. Any criminal offence can be a hate crime if it was carried out because of hostility or prejudice based on disability, race, religion, transgender identity or sexual orientation.

When something is classed as a hate crime, the courts can impose a tougher sentence on the offender under the Criminal Justice Act 2003.

Incidents which are based on other personal characteristics, such as age and belonging to an alternative subculture, are not considered to be hate crimes under the law. These should still be reported, but they will not be prosecuted specifically as hate crimes by the police and the Crown Prosecution Service.

## Examples of hate crimes

- Assaults
- Criminal damage
- Harassment
- Murder
- Sexual assault
- Theft
- Fraud
- Burglary
- Hate mail (Malicious Communications Act 1988)
- Causing harassment, alarm or distress (Public Order Act 1988).

## What can you do about a hate incident or crime?

If you've experienced a hate incident or crime you must report it to the Executive Designated Safeguarding Lead, who can report it to the police. You should also report a hate incident or crime even if it wasn't directed at you. For example, if another learner behaves inappropriately.

When reporting the incident or crime you should say whether you think it was because of disability, race, religion, transgender identity, sexual orientation or a combination of these things. This is important because when it gets reported to the police it gets recorded as a hate incident or crime.

It's also important to keep in mind that some hate crimes start as smaller incidents which may escalate into more serious and frequent attacks - so it's always best to act early.

If you're being repeatedly harassed, should you report all the incidents? If you've experienced hate crime, it may have been just one isolated incident. But sometimes, you may be repeatedly harassed by the same person or group of people.

## 8.16. Modern Slavery

Modern slavery is a form of organised crime in which individuals including children and young people are treated as possessions/supplies and exploited for criminal gain. Traffickers and slave drivers trick, force and/or persuade children and parents to let them leave their homes.

Grooming methods are used to gain the trust of a child and their parents, e.g. the promise of a better life or education, which results in a life of abuse, enslavement and inhumane treatment.

Child modern slavery is identified as child abuse which requires a child protection response. It is an abuse of human rights, and all children, irrespective of their immigration status, are entitled to protection under the law.

Children are recruited, moved or transported and then exploited, forced to work or sold. The Modern Slavery Act 2015 includes two substantive offences i) human trafficking,

and ii) slavery, servitude and forced or compulsory labour. It also provides two civil prevention orders - the Slavery and Trafficking Prevention Orders (STPO) and Slavery and Trafficking Risk Order (STRO) and provision for child trafficking advocates.

Children are not considered able to give 'informed consent' to their own exploitation (including criminal exploitation), so it is not necessary to consider the means used for the exploitation - whether they were forced, coerced or deceived, i.e. a child's consent to being trafficked is irrelevant and it is not necessary to prove coercion or any other inducement.

Boys and girls of all ages are affected and can be trafficked into, within ('internal trafficking'), and out of the UK for many reasons and all forms of exploitation - e.g. sex trafficking - children can be groomed and sexually abused before being taken to other towns and cities where the sexual exploitation continues. Victims are forced into sexual acts for money, food or a place to stay. Other forms of slavery involve children who are forced to work, criminally exploited and forced into domestic servitude. Victims have been found in brothels or saunas, farms, in factories, nail bars, car washes, hotels and restaurants and commonly are exploited in cannabis cultivation. Criminal exploitation can involve young people as drug carriers, begging and pick-pocketing. Debt bondage (forced to work to pay off debts that realistically they will never be able to), organ harvesting and benefit fraud are other types of modern slavery.

Victims often face more than one type of abuse and slavery, for example they may be sold to another trafficker and then forced into another form of exploitation.

Children and young people may be exploited by parents, carers or family members. Often the child or young person will not realise that family members are involved in the exploitation.

Some young people may not be victims of human trafficking but are still victims of modern slavery.

Slavery, servitude and forced or compulsory labour may also be present in trafficking cases; however, not every young person who is exploited through forced labour has been trafficked. In all cases, protection and support is available through different agencies (e.g. the police, Home Office, including Border Force, UK Visas and Immigration, local authorities and voluntary organisations).

### **8.16.1 Risk Factors and Vulnerable Circumstances**

Victims may not always be recognised by those who come into contact with them. They may be unwilling to come forward to agencies not seeing themselves as victims, or fearing further reprisals from their abusers.

Vulnerable circumstances include:

- Poverty, limited opportunities at home, low levels of education, and the effects of war are some of the key drivers that contribute to trafficking of victims;
- Poor and displaced families may hand over care of their children to traffickers who promise to provide them with a source of income, education or skills training, but ultimately exploit them;
- Wanting to help their families back at home or seeking better futures;

- Escaping familial situations of harm and abuse, homelessness or being orphaned;
- A lack of equal opportunities, discrimination or marginalisation and social customs such as children being expected to respect and follow the adult in charge.
- Faith abuse and other specific practices may be used to control the child. A demand for cheap or free labour or a workforce who can be easily controlled and forced into criminal activity;
- Unaccompanied, internally displaced children;
- Some children may say they are unaccompanied when claiming asylum - the trafficker may have told the child that in doing so they will be granted permission to stay in the UK and be entitled to claim welfare benefits;
- Former victims of modern slavery or trafficking;
- Trafficked children have an increased risk of going missing from care in the UK, with some re-joining those who exploited them in the first place.

### 8.16.2 Indicators

Signs that a child has been trafficked may not be obvious, or children may show signs of multiple forms of abuse and neglect. Spotting the potential signs of child slavery/trafficking in referrals and children you work with can include:

- A reluctance to seek help - victims may be wary of the authorities for many reasons such as not knowing who to trust or a fear of deportation or concern regarding their immigration status and may avoid giving details of accommodation or personal details;
- The child seeming like a willing participant in their exploitation, e.g. involvement in lucrative criminal activity - however this does not mean they have benefitted from the proceeds;
- Discrepancies in the information victims have provided due to traffickers forcing them to provide incorrect stories;
- An unwillingness to disclose details of their experience due to being in a situation of dependency;
- Brought or moved from another country;
- An unrelated or new child discovered at an address;
- Unsatisfactory living conditions - may be living in dirty, cramped or overcrowded accommodation;
- Missing - from care, home or school - including a pattern of registration and de registration from different schools;
- Children may be found in brothels and saunas;
- Spending a lot of time doing household chores;
- May be working in catering, nail bars, caring for children and cleaning;
- Rarely leaving their home, with no freedom of movement and no time for playing;
- Orphaned or living apart from their family, often in unregulated private foster care;
- Limited English or knowledge of their local area in which they live;

- False documentation, no passport or identification documents;
- Few or no personal effects - few personal possessions and tend to wear the same clothing;
- No evidence of parental permission for the child to travel to the UK or stay with the adult;
- Little or no evidence of any pre-existing relationship with the adult or even an absence of any knowledge of the accompanying adult;
- Significantly older partner;
- Underage marriage.
- Physical Appearance - Victims may show signs of physical or psychological abuse, look malnourished or unkempt, or appear withdrawn. Physical illnesses - including work-related injuries through poor health and safety measures, or injuries apparently as a result of assault or controlling measures. There may be physical indications of working (e.g. overly tired in school or indications of manual labour).
- Sexual health indicators - sexually transmitted infections, or pregnancy; injuries of a sexual nature and/or gynaecological symptoms.
- Psychological indicators - suffering from post-traumatic stress disorder which may include symptoms of hostility, aggression and difficulty with recalling episodes and concentrating. Depression/self-harm and/or suicidal feelings; an attitude of self-blame, shame and extensive loss of control; drug and or/alcohol use.

### Protection and Action to be Taken

Modern slavery is child abuse, and any potential victim should immediately be referred to the Executive Designated Safeguarding Lead.

### **8.17. Mental Health**

All staff should also be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Only appropriately trained professionals should attempt to make a diagnosis of a mental health problem. Staff however, are well placed to observe children day-to-day and identify those whose behaviour suggests that they may be experiencing a mental health problem or be at risk of developing one.

Where children have suffered abuse and neglect, or other potentially traumatic adverse childhood experiences, this can have a lasting impact throughout childhood, adolescence and into adulthood. It is key that staff are aware of how these children's experiences, can impact on their mental health, behaviour and education.

If staff have a mental health concern about a child that is also a safeguarding concern, immediate action should be taken, following their child protection policy and speaking to the designated safeguarding lead or a deputy.

The Department for Education (DfE) has published advice and guidance on [Preventing and](#)

[Tackling Bullying](#), and [Mental Health and Behaviour in Schools](#) (which may also be useful for colleges). In addition, Public Health England has produced a range of resources to support secondary school teachers to promote positive health, wellbeing and resilience among young people including its guidance [Promoting children and young people's emotional health and wellbeing](#). Its resources include social media, forming positive relationships, smoking and alcohol. See [Rise Above](#) for links to all materials and lesson plans (Keeping Children Safe in Education 2021).

### **8.18. Abuse of a position of trust guidelines**

Young people and vulnerable adults at risk who are over the age of consent are still in need of protection. The Home Office have produced guidelines that- although they hold no statutory force- contain the principles of good practice in protecting vulnerable young adults or adults where a relationship of trust has been built up with someone looking after them. City Gateway is committed to protecting all those that we work with. It will therefore be unacceptable for any member of staff or volunteer to engage in behaviour that might allow a sexual or an 'inappropriate' relationship to City Gateway, including via social media, while the relationship based in a position of trust continues.

Young volunteers who have previously been young people accessing services through City Gateway projects have shown the ability and desire to assist with the running of projects throughout the organisation. A relationship of trust therefore exists between them and City Gateway. It will therefore be unacceptable for any member of staff or volunteer to engage in behaviour that might allow a sexual or an 'inappropriate' relationship to City Gateway, including via social media, while the relationship based in a position of trust continues. Supervisors need to be mindful to hold their volunteers and members of staff to account in how they are supervising young volunteers.

Young volunteers are trainees and must be assigned a supervisor; the supervisor needs to ensure that the young volunteer is not left in any position where they could be accused of any misconduct with a young person. The EDSL also needs to provide, or source, child protection training that is at a suitable and understandable level for individual young volunteers.

## **9. Reporting on Safeguarding**

### **9.1. Procedure for dealing with a disclosure**

When a child, young person or vulnerable adult discloses abuse to a member of City Gateway the employee must report the disclosure to the Executive Designated Safeguarding Lead, or the Deputy Designated Safeguarding Lead at City Gateway **immediately**. All concerns must be reported within 24 hours. Failure to do so may result in disciplinary action.

All external speakers and visitors are issued with the City Gateway leaflet setting out guidance about their courses of action in this circumstance.

The member of staff concerned should refer to the following guidance when hearing the allegation of abuse from a child, young person or vulnerable adult.

The staff member should listen carefully:

- Notify the person that the disclosure cannot be kept a secret, and you are required to inform the relevant Designated Safeguarding Leads.
- Allow the person to speak without interruption, remember 'TED' (Tell, Explain, Describe).
- Never trivialise or exaggerate the issue.
- Never make suggestions
- Never coach or lead, in any way.
- Re-assure the person and let them know that they are glad the person has spoken up and that they were right to do so.
- Always question enough to clarify understanding, but not to probe or interrogate. Remain calm at all times, this is not an easy thing for them to do.
- Do not show emotions such as anger, disgust or disbelief as this may stop the person communicating further. This may be because the person may feel that they are upsetting the staff member or may feel the staff member's negative feelings are directed towards them.
- Let the person know that City Gateway will take their disclosure very seriously and will take the appropriate action.
- Employees and volunteers are not required by City Gateway to investigate suspicions where they may suspect that a child, young person or vulnerable adult may be at risk of suffering significant harm.

They must always refer such concerns to the Executive Designated Safeguarding Lead, or the Deputy Designated Safeguarding Lead and never explore concerns or allegations themselves; the designated people will then determine the appropriate course of action.

## 9.2. Managing and Reporting Allegations Against Staff

- If a child, young person or adult at risk accuses a learner or member of staff of abuse or inappropriate behaviour this should be reported immediately to any member of the Safe Guarding Team; who must advise the Executive Designated Safeguarding Lead or CEO if the Executive Designated Safeguarding Lead is absent, or the allegation refers to them.
- Those dealing with any allegations of abuse or misconduct should adhere to the principles set out in the policy. Any information received should be acted upon sensitively, effectively and efficiently. Wherever possible, those making allegations should be given information about the outcome, only when it is appropriate to do so.
- Although allegations should be reported only on a "need to know" basis, staff and learners making allegations need not be concerned that they will be breaching confidentiality or the Data Protection Act, as complying with the policy overrides such obligations. If the person making the allegation feels they need counselling or other appropriate support from City Gateway, they are encouraged to seek it; and
- Appropriate licensing laws must be complied with.
- Any allegation against a member of staff will be reported to the Local Authority Designated Officer (Tower Hamlets) by the Executive Designated Safeguarding Lead or CEO.

## 9.3. Reporting Processes

Make notes as soon as being told, immediately, on the Safeguarding Form. When making a record, it is important to write down exactly what the child/ young person/ adult at risk has said

what you said in reply, when it was said, and what had happened immediately before hand (a description of the activity). Record dates and times of the events and when you made the report. Keep all hand-written notes even if these have been typed at a later time.

Report concerns as soon as possible to the Executive Designated Safeguarding Lead who has been nominated to act on behalf of City Gateway, referring concerns, disclosures or allegations of neglect or abuse to the statutory authorities, including Children or Adults' Social Care and/or the Police section 17 (children in need) and section 47 (a child suffering, or likely to suffer, significant harm).

Ensure that appropriate follow up has been arranged for the child/young person/ adult at risk, taking into consideration whether it is safe for the child, young person or adult to return home. This is part of the responsibility of the DSL, unless the EDSL is implicated.

Reports should be made using the designated safeguarding form (whilst we await the introduction of CPOMS). These forms should be saved in the format: DATE(YYYY-MM-DD)-SITE CODE-LEARNER INITIALS and emailed to departmental DSLs and copied to [safeguarding@citygateway.org.uk](mailto:safeguarding@citygateway.org.uk) action on these reports will be taken by DSL, with support from the ESDL.

If the concerns, disclosures or allegations in any way implicate the EDSLs, the report should be made directly to the CEO. If at any time the CEO is acting as ESDL the concern should be sent to the safeguarding trustee.

Any reports implicating staff in abusive behaviour towards children and young people will be reported to (LA)DO .

Concerns, disclosure or allegations should not be discussed with anyone other than those named on this document unless specifically requested by the child, young person or adult at risk involved. It is good practice to ensure that children, young people and adults at risk feel supported through any safeguarding process; confidentiality should work to protect those at risk, not to deny them support from wider members of staff. It is the role of the EDSL to ensure that any wider staff do not take on direct responsibility of dealing with an allegation and only take on a supporting role as directed by the DO/LADO.

All reports, including electronic reports, must be kept in a locked or secure place by the EDSL. Reports should be kept for a minimum of 7 years, although requirements may vary under contacts from different partners.

It is expected that all members of staff and volunteers will follow this policy and guidance document. If however, they feel that the response of the CEO or EDSL has not been appropriate, it is the right of any individual as a citizen to make a direct referral to the child protection or adult at risk agencies.

## Annex A

### Whistleblowing Procedures

This section outlines guidance and recommendations regarding whistleblowing and raising concerns regarding City Gateway staff.

- i. Staff must acknowledge their individual responsibility to bring matters of concern to the attention of senior management and/or relevant agencies. Although this can be difficult, this is particularly important where the welfare of young people or adults at risk may be at risk.
- ii. Even where staff do not feel able to express their concerns out of a feeling that this would be disloyal to colleagues or out of fear of harassment or victimisation, this must never result in a child, young person or adult at risk continuing to be unnecessarily at risk. Concerns should always be reported.

Each individual involved in City Gateway has responsibility for raising concerns about unacceptable practice or behaviour for the following reasons:

- i. To prevent the problem worsening or widening
- ii. To reduce risks to or protect others
- iii. To prevent themselves from becoming implicated

Staff and volunteers may experience the following concerns when contemplating whistleblowing, which will need to be overcome:

- i. Starting a chain of events which spirals
- ii. Disrupting the work or project
- iii. Fear of getting it wrong
- iv. Fear of repercussions or damaging careers
- v. Fear of not being believed

City Gateway has a responsibility to protect you from harassment or victimization.

No action will be taken against you if the concern proves to be unfounded and was raised in good faith.

Malicious allegations may be considered a disciplinary offence.

Further advice on Whistle-blowing can be found here; [Government Guidance on Whistleblowing for Employees](#)

#### 'How to' Guidelines

- You should voice your concerns, suspicions or uneasiness as soon as you feel you can. The earlier a concern is expressed, the easier and sooner action can be taken.
- Try to pinpoint exactly what practice is concerning you and why.
- Approach your immediate manager or City Gateway's ESDL.
- If your concern is about your immediate manager or a Designated Safeguarding Lead at City Gateway, contact Diane Betts (CEO)
- If your concern is about the CEO contact Diane Betts (CEO), contact the ESDL. If at any time the CEO is acting as the ESDL, then contact the safeguarding Trustee.
- Make sure you get a satisfactory response - don't let matters rest.
- As best practice you should put your concerns in writing, outlining the background and history, giving names, dates and places where you can.
- A member of staff is not expected to prove the truth of an allegation, but you will need

to demonstrate sufficient grounds for the concern.

### **Health and Safety**

**Personal Safety:** It is the responsibility of all workers to know the whereabouts of all children and young people involved in the activity. Risk assessments appropriate to the venue and/or activity will be undertaken and recorded prior to the activity. Children and young people will be given full guidance of permitted areas of access and any rules related to the movement around or off site.

**Annex B**

**City Gateway Trust Safeguarding Reporting Form**

|                                  |  |
|----------------------------------|--|
| Name of person completing form   |  |
| Department                       |  |
| Date and time of form completion |  |

|   |   |               |  |
|---|---|---------------|--|
| Name of service user  |   | Date of Birth |  |
| Age   |   | Phone number  |  |
| Date and time of incident   |   |               |  |
| Address<br><i>(including postcode)</i>  |   |               |  |
| Currently a registered service user?  | Yes/ No<br>If yes, which services do they access?             |               |  |
| Location of incident?<br><i>(If offsite, where if known?)</i>   |   |               |  |
| Details of disclosure or incident:<br><br><i>(Who is the disclosure about, sequence of events, actual words used and observation)</i> |   |               |  |
| Witnesses of incident?  |   |               |  |
| Are there any other people at risk in connection to this incident?  | Yes/No/Unknown<br>If yes please give further details?         |               |  |
| Is the service user known to social services?   | Yes/No/Unknown<br>If yes, please provide further information? |               |  |
| Are there any other agencies involved?  | Yes/No/Unknown<br>If yes, please provide further information? |               |  |
| Do you think the service user is in immediate danger or at immediate risk?  | Yes/No/Unknown<br>If yes, explain your reasoning below:       |               |  |
| Do you have any recommendations for action needed?  |   |               |  |

Once saved, please email to your Designated Safeguarding Leads (copying in) [safeguarding@citygateway.org.uk](mailto:safeguarding@citygateway.org.uk)

## Annex C

### Tower Hamlets- key contacts link

[https://www.towerhamlets.gov.uk/content\\_pages/contact\\_us/by\\_telephone.aspx](https://www.towerhamlets.gov.uk/content_pages/contact_us/by_telephone.aspx)

If you think you or someone you know is being abused or neglected you should call the Tower Hamlets Connect helpline Team on 0300 303 6070.

### Tower Hamlets Safeguarding Children- Current as at November 2021

- Child Protection Advice Line  
0207 364-3444
- Integrated Pathways numbers /
- Multi Agency Safeguarding Hub (MASH)(screening and duty numbers)  
0207364 5601  
0207364 5606
- Children Social Care Out of Hours Team (5pm onwards)  
020 7364 4079
- Police Child Abuse Investigation Team (CAIT)  
020 8217 6484 (or 999 if not available)
- LADO (allegations against professionals, including childminders)  
Verlyn Munro  
020 7364 0677
- Early Help Hub  
0207 364 5744 (Monday / Friday 10am - 1pm)  
Children's services hotline-  
0207 364 5006 (all other times)

### Adult social care Tower Hamlets

020 7364 5005

EDT: 020 7364 4079 (after 5pm and weekends)

**Please note that safeguarding reports need to be made to the learners home Local Authority / London Borough.**

### PREVENT - Tower Hamlets Useful contacts

#### National Anti Terrorist Hotline

0800 789321

Simon Smith - Prevent Programme Manager

Tel: 020 7364 4691

Email: [simon.smith@towerhamlets.gov.uk](mailto:simon.smith@towerhamlets.gov.uk)

Jasmin Phillips - Prevent Education Officer (Schools, Colleges and Training)

Tel: 07984 277 158

Email: [Jasmin.Phillips@towerhamlets.gov.uk](mailto:Jasmin.Phillips@towerhamlets.gov.uk)

Shadique Gani - Prevent Youth Engagement Officer (Youth, Training and Safeguarding)  
Tel: 020 7364 1635  
Email: [Shadique.Gani@towerhamlets.gov.uk](mailto:Shadique.Gani@towerhamlets.gov.uk)

## Other Useful Contacts

### NSPCC

Child Protection Helpline: 0808 800 5000  
<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/domestic-abuse/>

### Churches' Child Protection Advisory Service (CCPAS)

Po Box 133, Swanley, Kent, BR8 7UQ Tel: 0845 120 4550  
Website: [www.ccpas.co.uk](http://www.ccpas.co.uk)

### Childline

Tel: 0800 1111

### Ann Craft Trust

Tel: 0115 951 5400

A national association working with staff in the statutory, independent and voluntary sectors in the interests of people with learning disabilities who may be at risk from abuse.

### Linked Government Guidance for Staff

The Government have produced statutory and non-statutory guidance for staff. If City Gateway staff are concerned about a particular safeguarding or child protection issue the following links should be consulted:

- [Children Missing in Education](#)
- [Children Missing from Home or Care](#)
- [Child Sexual Exploitation \(CSE\);](#)
- [Bullying \(Including Cyber Bullying\)](#)
- [Domestic Abuse Advice](#)
- [Drugs;](#)
- [Fabricated or induced illness;](#)
- [Faith abuse;](#)
- [Female Genital Mutilation \(FGM\)](#)
- [Forced marriage;](#)
- [Gangs and youth violence;](#)
- [Ending Violence Against Women and Girls](#)
- [Supporting Mental Health](#)
- [Private fostering;](#)
- [Preventing Radicalisation](#)
- [Sexting](#)
- [Trafficking.](#)

It is within this policy context that City Gateway operates its Safeguarding Policy and associated policies and procedures.

## Annex D

### Definitions and signs of abuse- an easy reference guide

|   |  |
|---|--|
| <p><b>Abuse: General Definition</b></p> <p>A form 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 others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults or by another child or children.</p>   |  |
| <p><b>Sexual Abuse</b></p> <p><b>Definition:</b> : Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening.</p> <p><b>Signs/Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child concerning sexual abuse</li> <li>• A child with excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour, or who engages in age-inappropriate sexual play</li> <li>• Sexual activity through words, play or drawing</li> <li>• Repeated urinary infections or unexplained abdominal, 'tummy' pains</li> <li>• Child who is sexually proactive or seductive with adult</li> <li>• Inappropriate relationships with peers and or adults</li> <li>• Severe sleep disturbances with fears, phobias, vivid dreams or nightmares</li> <li>• Eating disorders – anorexia or bulimia</li> <li>• Evidence of grooming by individuals or groups of adults</li> </ul>   | <p><b>Emotional Abuse</b></p> <p><b>Definition:</b> The persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional Development. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.</p> <p><b>Signs/Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child concerning emotional abuse</li> <li>• Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clingy. Also depression, aggression and extreme anxiety</li> <li>• Highly aggressive or cold towards others</li> <li>• Nervousness, frozen watchfulness, persistent tiredness</li> <li>• Obsessions or phobias</li> <li>• Sleep or speech disorders</li> <li>• Negative statements about self</li> <li>• Extreme shyness or passivity</li> <li>• Sudden under-achievement or lack of concentration</li> <li>• Inappropriate relationships with peers or adults</li> <li>• Attention seeking behaviour</li> <li>• Running away, stealing, and lying</li> </ul> |
| <p><b>Physical Abuse</b></p> <p><b>Definition:</b> A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating 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.</p> <p><b>Signs/Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child concerning physical abuse</li> <li>• Any injuries not consistent with the explanation given for them</li> <li>• Injuries which have to receive medical attention</li> <li>• Injuries which have not received medical attention (but should have)</li> <li>• Injuries that occur to places on the body not normally exposed to accidents</li> <li>• Reluctance to change for, or participate in, games or swimming</li> <li>• Bruises, bites, burn, fractures etc. which do not have an accidental explanation</li> <li>• Child gives inconsistent accounts for the causes of injuries</li> </ul> | <p><b>Peer on Peer abuse</b></p> <p><b>Definition:</b> Children can abuse other children. This is generally referred to as peer on peer abuse and can take many forms. This can include (but is not limited to) bullying (including cyberbullying); sexual violence and sexual harassment; physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals.</p> <p><b>Signs / Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child concerning peer on peer abuse</li> <li>• Absence from school or disengagement from school activities</li> <li>• Physical injuries</li> <li>• Mental or emotional health issues</li> <li>• Becoming withdrawn – lack of self esteem</li> <li>• Persistent inability to sleep</li> <li>• Alcohol or substance misuse</li> <li>• Changes in behaviour</li> <li>• Inappropriate behaviour for age</li> <li>• Abusive towards others</li> </ul>   |

|   |  |
|---|--|
| <b>Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE) (including serious violence)</b>   | <b>Neglect</b>   |
| <p><b>Definition:</b> Both CSE and CCE are forms of abuse and both occur where an individual or group takes advantage of an imbalance in power to coerce, manipulate or deceive a child into sexual or criminal activity. Whilst age may be the most obvious, this power imbalance can also be due to a range of other factors including gender, sexual identity, cognitive ability, physical strength, status, and access to economic or other resources.</p> <p><b>Signs / Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child concerning CSE or CCE</li> <li>• Persistently going missing from school or home and/or being found out-of-area</li> <li>• Unexplained acquisition of money, clothes, jewellery, or mobile phones</li> <li>• Excessive receipt of texts or phone calls</li> <li>• Spending more time online or on their devices</li> <li>• Using more than one phone</li> <li>• Suddenly acquiring expensive gifts such as mobile phones, jewellery – even drugs – and not being able to explain how they came by them</li> <li>• Having hotel cards or keys to unknown places</li> <li>• Being secretive about who they are talking to and where they are going</li> <li>• Relationships with controlling older individuals or groups</li> <li>• Returning home looking dishevelled and / or unusually late or staying out all night</li> <li>• Carrying weapons</li> <li>• Starting or increasing drug or alcohol use, or being found to have large amounts of drugs on them</li> <li>• Loss of interest in school and significant decline in performance</li> <li>• Using sexual, gang, drug-related or violent language you wouldn't expect them to know</li> <li>• Meeting with unfamiliar people or associating with a gang</li> <li>• Becoming isolated from peers or social networks</li> <li>• Self-harm</li> <li>• Significant changes in emotional well-being</li> <li>• Increasingly disruptive or violent behaviour</li> <li>• Getting into trouble with the police</li> </ul> | <p><b>Definition:</b> The persistent or severe neglect of a child or the failure to protect a child from exposure to any kind of danger, including cold and starvation or extreme failure to carry out important aspects of care, resulting in the significant impairment of the child's health or Development, including non-organic failure to thrive. This can include neglect during pregnancy.</p> <p><b>Signs/Indicators</b></p> <ul style="list-style-type: none"> <li>• Any allegations made by a child neglect</li> <li>• Dirty skin, body smells, unwashed, uncombed hair and untreated lice</li> <li>• Under nourishment</li> <li>• Clothing that is dirty, too big or small, or inappropriate for weather conditions</li> <li>• Frequently left unsupervised or alone</li> <li>• Frequent diarrhoea</li> <li>• Frequent tiredness</li> <li>• Untreated illnesses, infected cuts or physical complaints which the carer does not respond to</li> <li>• Frequently hungry</li> <li>• Stealing or gorging food, overeating junk food</li> </ul> |