

Grosvenor Church Safeguarding Policy

SECTION 1

Grosvenor Church Barnstaple Limited

Old Station Road, Barnstaple, Devon EX32 8PB

Tel No: 01271 323725

Email address: enquiries@grosvenorchurch.org.uk

Charity Number: 1107748

Company Number: 5321738

Regulators details (if any) : Charity Commission, Companies House

Insurance Company: Aviva: Public Liability

Our Vision

DNA: Disciple-makers of Jesus who are Naturally supernatural and Always ready to tell others about the hope we have in God.

Our Purposes

We dream of a community church...

Worship:

Where worship is a lifestyle

Where people are empowered by the Holy Spirit

Where relationship with God through prayer is central to everything, individually and corporately.

Which has expressions of prayer; a dedicated prayer room, prayer days, prayer weeks, prayer retreats and prayer ministry

Where the supernatural is natural and therefore visible to all

Equipping:

Where the Bible is the truth we live by modelled and taught through the ministry of the word.

Where people are healed in physically and mentally

Where servant hearted disciple-making is vibrant and innovative and fits the social setting

Which sacrificially reaches out to and trains the next generation

Which raises up a new generation of leaders

Serving:

Where a 'School of life' equips those of faith and no faith in key family life skills without compromising the gospel of Jesus Christ

Where independent local churches are planted in different neighbourhoods as part of a community church network

Where community churches have missional expressions, which is a church without walls, such that the local neighbourhood would grieve if we left

Telling:

Where all believers are part of God's mission.

Where believers declare Jesus to all

Where Jesus is famous and not a church brand

Where there is a kingdom focus so that people and resources are sent to others to declare and demonstrate the gospel

Our Purposes

Word & Spirit (Eph 1:13-14)

Commitment (1 Tim 4 v 13- 14)

Grace (Col. 4 v 6)

Honesty (Eph. 5 v 4)

Respect (Eph. 4 v 29)

Generosity (1 Cor. 16 v2)

Our authority to tell others to worship God is primarily in the holy scriptures given to us by the prophets and apostles.

We call people to gather to worship three persons in one Godhood. One Faith, One Baptism, One Body.

God sets us apart and will set us free to be equipped uniquely for eternal kingdom purpose through an evangelical spirituality of repentance, gathering together, reading the Holy Scriptures, praying, fasting, serving and sharing our faith.

Our church values include, though is not restricted to:

- a passionate commitment to sharing the Gospel of Jesus with everyone.
- a belief in the autonomy of the local church, with regard to leadership.
- a commitment to plural leadership, with the church led by a team.
- believers' baptism taught and regularly practised for those coming to faith in Christ.
- a high value placed on communion as a regular part of worship.
- priesthood of all believers, demonstrated by a desire for all members to discover and use their gifts,

and no distinction made between 'lay' and paid roles in regard to leadership and authority.

- a desire to fellowship and work with all Christians for the sake of Christ and the Gospel.

Our History

Grosvenor has its roots in the early Christian Brethren movement.

Robert Chapman, a solicitor from London came to Devon and had ministered for ten years at the Ebenezer Baptist Chapel before establishing the work at Grosvenor Street in 1842.

In December, 1994 the church moved buildings, having outgrown its old premises. What was once a railway goods shed is now a building accommodating a wide range of facilities, with extensive parking focused on being a community church.

The church is free and independent, regarding itself in communion with the one universal church, based on the belief that the primary source of faith and practice is the Bible, God's authoritative Scripture. It is a member of the Evangelical Alliance and enjoys a longstanding valued relationship with Counties UK and Echoes International.

Grosvenor's history celebrates starting new local churches here and overseas.

- Early 2000s, it started Grosvenor in Minehead
- 2015 was the public launch of Grosvenor in Great Torrington
- 2018 was the public launch of Grosvenor in Bideford and has set itself up separately as Central Church Bideford

Counties makes Jesus known: inspiring and equipping local churches through the work of a national network of evangelists, innovative schools' resources, pioneering church planters and training opportunities.

Echoes International aims to inspire and to encourage more people to get involved in mission so they can experience the positive changes brought about by the transformative power of God's work and Word. They help and support mission partners and local churches in all corners of the world.

Grosvenor Torrington is working towards becoming self-sustaining. However, they are subject to this Safeguarding policy at the time of writing.

A list of activities of GROSVENOR relevant to this policy appears at the end of this policy as Appendix 9 for ease of reference.

1 Our commitment

- 1.1 As a Leadership we recognise the need to provide a safe and caring environment for children, young people and adults. We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect.
- 1.2 We accept the UN Universal Declaration of Human Rights and the International Covenant of Human Rights, which states that everyone is entitled to “all the rights and freedoms set forth therein, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status”. We also concur with the Convention on the Rights of the Child which states that children should be able to develop their full potential, free from hunger and want, neglect and abuse. They have a right to be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s), or any other person who has care of the child.”
- 1.3 As a leadership we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.
- 1.4 The policy and attached practice guidelines are based on the ten **Safe and Secure** safeguarding standards published by thirtyone:eight.
- 1.5 The Leadership of GROSVENOR undertakes to:
- 1.5.1 endorse and follow all national and local safeguarding legislation and procedures, in addition to the international conventions outlined above.
 - 1.5.2 provide on-going safeguarding training for all its workers and will regularly review the operational guidelines attached.
 - 1.5.3 ensure that the premises meet the requirements of the Equality Act 2010 and all other relevant legislation, and that it is welcoming and inclusive.
 - 1.5.4 support the Safeguarding Coordinator(s) in their work and in any action they may need to take in order to protect children and adults with care and support needs.
 - 1.5.5 The leadership agrees not to allow this document to be copied by other organisations

SECTION 2

Recognising and responding appropriately to an allegation or suspicion of abuse

2 Understanding abuse and neglect

2.1 Defining child abuse or abuse against an adult is a difficult and complex issue. A person may abuse by inflicting harm, or failing to prevent harm. Children and adults in need of protection may be abused within a family, an institution or a community setting. Very often the abuser is known or in a trusted relationship with the child or adult.

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

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

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

2.3 Also for adults the UN Universal Declaration of Human Rights with particular reference to Article 5 which states:

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

2.4 Detailed definitions, and signs and symptoms of abuse, as well as how to respond to a disclosure of abuse, are included here in our policy

2.4.1 Definitions of abuse in children, young people and adults are listed as Appendix 3

2.4.2 Further Definitions of abuse are listed in Appendix 4

2.4.5 How to respond to a child, young person or adult wishing to disclose abuse is shown as Appendix 5

3 Safeguarding training

- 3.1 GROSVENOR is committed to on-going safeguarding training and development opportunities for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. All our workers will receive induction training and undertake recognised safeguarding training on a regular basis through attendance at training events on at least a three-yearly basis.
- 3.2 The Leadership of GROSVENOR will also ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern. This will be achieved by the placement of posters at particular locations around the site and reference in documents related to the relevant activities e.g. information and application forms for activities.

4 RESPONDING TO ALLEGATIONS OF ABUSE

- 4.1 Under no circumstances should a volunteer or worker carry out their own investigation into an allegation or suspicion of abuse. The following procedures should be adhered to:

4.1.1 The person in receipt of allegations or suspicions of abuse should report concerns as soon as possible to **Paula Clarke** (hereafter the "**Safeguarding Co-ordinator**") tel no: **01271 386323** / paula.clarke@grosvenorchurch.org.uk who is nominated by the leadership to act on their behalf in dealing with the allegation or suspicion of neglect or abuse, including referring the matter on to the statutory authorities. **Torrington** congregation has a **Local Safeguarding Coordinators: Rachel Gilbert** (Torrington) rachel.gilbert@grosvenorchurch.org.uk

4.1.2 In the absence of the Safeguarding Co-ordinator or, if the suspicions in any way involve the Safeguarding Co-ordinator, then the report should be made to **Paul Symons** (hereafter the "**Deputy Safeguarding Coordinator**") tel no: **01271 323725** paul.symons@grosvenorchurch.org.uk. If the suspicions implicate both the Safeguarding Co-ordinator and the Deputy, then the report should be made in the first instance to the THIRTYONE:EIGHT. PO Box 133, Swanley, Kent, BR8 7UQ

Telephone **03 03 003 11 11 Option 2.**

Alternatively contact Social Services or the Police.

4.1.3 The Safeguarding Coordinator should contact the appropriate agency or they may first ring the THIRTYONE: EIGHT helpline for advice. They should then contact social services in the area the child or adult lives. Where the concern is about a child the Safeguarding Co-ordinator should contact Children's Social Services. Where the concern is regarding an adult in need of protection, contact Adult Social Services or take advice from THIRTYONE: EIGHT as above.

- 4.1.4 The local number for the Multi-Agency Safeguarding Hub who initially handle concerns about the safety of a child or young person is: **0345 155 1071**.
- 4.1.5 The local Adult Social Services office telephone number (office hours) is: **0845 155 1007**.
- 4.1.6 The Police Child Protection Team telephone number is **101**.
- 4.1.7 The Safeguarding Co-ordinator may need to inform others, depending on the circumstances and/or nature of the concern, e.g. the Chair or Trustee responsible for safeguarding who may need to liaise with the Church's insurers or the charity commission to report a serious incident. Also the Designated Officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker or volunteer working with someone under 18.
- 4.1.8 Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.
- 4.1.9 Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Co-ordinator, the absence of the Safeguarding Co-ordinator or Deputy should not delay referral to Social Services, the Police or the taking of advice from THIRTYONE: EIGHT.
- 4.1.10 The Leadership of GROSVENOR will support the Safeguarding Co-ordinator/Deputy in their role, and accept that any information they may have in their possession will be shared in a strictly limited way on a need to know basis.
- 4.1.11 It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from THIRTYONE: EIGHT, although GROSVENOR hopes that persons concerned with GROSVENOR will use this procedure. If, however, the individual with the concern feels that the Safeguarding Co-ordinator/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Co-ordinator(s) as to the appropriateness of a referral they are encouraged to contact an outside agency direct. It is hoped by making this statement that the Leadership demonstrates its commitment to effective safeguarding and the protection of all those who are vulnerable.
- 4.1.12 The role of the Safeguarding Coordinator/ Deputy is to collate and clarify the precise details of the allegation or suspicion and pass this information on to statutory agencies who have a legal duty to investigate.

Detailed procedures where there is a concern about a child:

5 ALLEGATIONS OF PHYSICAL INJURY, NEGLECT OR EMOTIONAL ABUSE

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

5.1.1 Contact Children's Social Care (or THIRTYONE: EIGHT) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.

5.1.2 Not tell the parents or carers unless advised to do so, having contacted Children's Social Care.

5.1.3 Seek medical help if needed urgently, informing the doctor of any suspicions.

5.1.4 For lesser concerns, (e.g. poor parenting), encourage the parent or carers to seek help, but not if this places the child at risk of significant harm.

5.1.5 Where the parent or carer is unwilling to seek help, offer to accompany them. In cases of real concern, if they still fail to act, contact Children's Social Care direct for advice.

5.1.6 Seek and follow advice given by THIRTYONE: EIGHT (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Care.

6 ALLEGATIONS OF SEXUAL ABUSE

6.1 In the event of allegations or suspicions of sexual abuse, the Safeguarding Co-ordinator/Deputy will:

6.1.1 Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team direct. They will NOT speak to the parent/carer or anyone else.

6.1.2 Seek and follow the advice given by THIRTYONE: EIGHT if, for any reason they are unsure whether or not to contact Children's Social Services/Police. THIRTYONE:EIGHT will confirm its advice in writing for future reference.

Detailed procedures where there is a concern that an adult is in need of protection:

7 SUSPICIONS OR ALLEGATIONS OF ABUSE OR HARM INCLUDING; PHYSICAL, SEXUAL, ORGANISATIONAL, FINANCIAL, DISCRIMINATORY, NEGLECT, SELF-NEGLECT, FORCED MARRIAGE, MODERN SLAVERY, DOMESTIC ABUSE

7.1 If there is suspicion about any of the above, the Safeguarding Co-Ordinator/Deputy will:

7.1.1 contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively, THIRTYONE: EIGHT can be contacted for advice.

7.1.2 If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

7.2 If there is a concern regarding spiritual abuse, Safeguarding Co-ordinator will:

7.2.1 Identify support services for the victim i.e. counselling or other pastoral support

7.2.2 Contact THIRTYONE: EIGHT and in discussion with them will consider appropriate action with regards to the scale of the concern.

8 ALLEGATIONS OF ABUSE AGAINST A PERSON WHO WORKS WITH CHILDREN/YOUNG PEOPLE

8.1 If an allegation is made against a worker (whether a volunteer or paid member of staff) the Safeguarding Co-ordinator, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

8.1.1 Liaise with Children's Social Services in regards to the suspension of the worker.

8.1.2 Make a referral to a designated officer formerly called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.

The designated officer for Devon County Council can be contacted by calling: **(01392) 384964**

8.1.3 Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

9 ALLEGATIONS OF ABUSE AGAINST A PERSON WHO WORKS WITH ADULTS WITH CARE AND SUPPORT NEEDS

9.1 The safeguarding co-ordinator will:

9.1.1 Liaise with Adult Social Services in regards the suspension of the worker

9.1.2 Make a referral to the DBS following the advice of Adult Social Services

9.2 The Care Act places the duty on Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or not further actions if the 'victim' chooses no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not the church.

SECTION 3

Prevention

10 Safe recruitment

- 10.1 The Leadership of GROSVENOR will ensure all adult workers will be appointed, trained, supported and supervised in accordance with government guidance on safe recruitment. Similar principles will be applied to younger volunteers.

This includes ensuring that:

- 10.1.1 There is a written job description / person specification for the post
- 10.1.2 Those applying have completed an application form and a self declaration form
- 10.1.3 Those short listed have been interviewed
- 10.1.4 Safeguarding has been discussed at interview
- 10.1.5 Written references have been obtained, and followed up where appropriate
- 10.1.6 A disclosure and barring check has been completed where necessary (the church will comply with Code of Practice requirements concerning the fair treatment of applicants and the handling of information)
- 10.1.7 Qualifications where relevant have been verified
- 10.1.8 A suitable training programme is provided for the successful applicant
- 10.1.9 The applicant will be subject to an agreed probationary period
- 10.1.10 The applicant has been given a copy of this safeguarding policy and knows how to report concerns.
- 10.1.11 Where an applicant to work with children or young people or adult is a non-UK national, GROSVENOR will take measures to check their suitability dependent upon what is possible in their previous country(ies) of residence. This will include checks with statutory bodies where available and references which will be validated by seeking to establish the bone fides of the referee.

11 Management of Workers – Codes of Conduct

- 11.1 The Leadership of GROSVENOR is committed to supporting all workers and ensuring they receive support and supervision. All workers have been issued with a copy of appendix 6, the code of behaviour towards children, young people and adults with care and support needs, for which they will be required to sign a receipt (appendix 7).

Pastoral Care

12 Supporting those affected by abuse

- 12.1 GROSVENOR Leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse that have contact with or are part of GROSVENOR.
- 12.2 Such care will be arranged to meet the needs of the individual with their agreement and with that of the church. This may involve aiding in arranging professional counselling in addition to pastoral spiritual support.
- 12.3 Steps will be taken to ensure any such counselling does not compromise the evidential integrity of the individuals if court proceedings are envisaged.

13 Working with offenders

- 13.1 When someone attending GROSVENOR is known to have abused children, or is known to be a risk to adults with care and support needs, the Leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person which they will be expected to keep. These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.
- 13.2 The Safeguarding Coordinator or Deputy **must** be involved in the decision-making relating to the management of any such individual, with the emphasis being on protecting the vulnerable and minimising any risk.
- 13.2 The management of such individuals must involve an **Acceptable Behaviour Contract** using models available from THIRTYONE: EIGHT and appropriate liaison with the statutory authorities involved in Public Protection.
- 13.3 The limitations on behaviour may include a variety of measures, e.g. sitting with specific individuals; not accessing certain areas of the building, being accompanied by a specified individual. Any restriction will be rigorously enforced.

SECTION 5

Practice Guidelines

14 Statement of intent

- 14.1 In working with children, young people and adults with care and support needs the GROSVENOR wishes to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships and minimise the risk of false or unfounded accusation.
- 14.2 The GROSVENOR Code of Behaviour for staff and workers appears at Appendix 6 and the following provisions also apply:
- 14.2.1 Specific **consent forms** are used for activities (when children are left with GROSVENOR without parents being on site):
 - 14.2.2 Weekend activities (under 5) and (5-11) are subject to a sign-in and sign-out regime where parents are issued with cards which need to be presented to reclaim their child at the conclusion of the activity.
 - 14.2.3 Weekend and midweek (11-14) activity is managed by a sign-in system for those attending but no sign-out is involved as they are considered sufficiently mature to rejoin their families without such a check.
 - 14.2.4 Weekend and midweek (14-17) activity is managed by a sign in and sign out regime for those attending.
 - 14.2.5 The group leader will maintain a record, updated at the commencement and conclusion of an activity as to who was involved, so that the identity of the “responsible person” for that particular activity is apparent. This is so regardless of whether that person was on site prior to or after the activity. This record will also involve a register in order that the number and identify of individuals on site is known [particularly important in the case of evacuation].
 - 14.2.6 The guidelines shown as **appendix 8** will apply when **Transporting Children or Young People** on trips organised by or on behalf of GROSVENOR. They are not relevant to private agreements for transportation made e.g. between parents.
 - 14.2.7 All drivers will need to read the Transporting Children or Young People guidelines (appendix 8) and signified their willingness to comply by signing same.

14.3 **Outing or Overnight Events** will involve particular consideration and care.

14.3.1 When embarking upon an Outing or Overnight Event the event organiser will:

- a) Complete a special risk assessment with reference to the GROSVENOR Health & Safety policy
- b) Ensure involved parents are informed in writing of all the arrangements
- c) Obtain completed consent forms for each outing / overnight activity
- d) Ensure sufficient leaders are available with First Aid and (where appropriate) Food Hygiene certificates.
- e) Confirm with the Trustee responsible for safeguarding that sufficient insurance cover is in place for the event activity, including where appropriate public liability.

14.3.2 **Sleeping arrangements** for residential events will be subject to careful consideration using this guidance.

Leaders will not share sleeping accommodation with fewer than THREE children / young people. It may be acceptable for leaders to share such accommodation with children / young people in a large dormitory. Arrangements must be age-appropriate with the safety and security of the child / young person being paramount with due regard to the vulnerability of the leader. The leader of any such venture must ensure that parents have prior knowledge of whatever arrangements have been planned.

14.3.3 **Adventurous Activities** involving a child / young person will only be undertaken with the written consent of their parent. The leader must be satisfied that those supervising any such activity are properly trained and currently qualified and that appropriate staff: child ratio is applied. Any premises used must be appropriately licensed for the purpose involved and the GROSVENOR leader involved must seek clarity on this prior to the activity.

14.3.4 Due regard must be taken of the **GROSVENOR Health and Safety policy** in all such activities and, specifically, it is the responsibility of group leaders/workers to know the whereabouts of any child / young person participating, including a reasonable degree of monitoring on and off site.

15 Working in Partnership

15.1 The diversity of organisations and settings means there can be great variation in practice when it comes to safeguarding children, young people and adults. This can be because of cultural tradition, belief and religious practice or understanding, for example, of what constitutes abuse.

15.2 While GROSVENOR do not routinely have any established partnerships involving children / young people / adults with care and support needs whether in the UK or not, where any are considered, this policy will form the basis of the minimum requirement for safeguarding and would be shared at an early stage with any potential partner.

- 15.3 It is also our expectation that any organisation using our premises, as part of the letting agreement will have their own policy that meets THIRTYONE: EIGHT's safeguarding standards.
- 15.4 Good communication is essential in promoting safeguarding, both to those we wish to protect, to everyone involved in working with children and adults and to all those with whom we work in partnership. This safeguarding policy is just one means of promoting safeguarding.

Signed by: _____ **Date:** _____

On behalf of Grosvenor Church Barnstaple Limited

Leadership Safeguarding Statement

The Leadership of Grosvenor Church Barnstaple (GROSVENOR) recognises the importance of its ministry with children and young people and adults in need of protection, and its responsibility to protect everyone entrusted to our care.

The following statement was agreed by the leadership on _____ 2023.

GROSVENOR is committed to the safeguarding of children and adults with care and support needs and ensuring their well-being.

Specifically:

- We recognise that we **all** have a responsibility to help prevent the physical, sexual, emotional abuse and neglect of children and young people (those under 18 years of age) and to report any such abuse that we discover or suspect.
- We believe every child should be valued, safe and happy. We want to make sure that children we have contact with know this and are empowered to tell us if they are suffering harm.
- All children and young people have the right to be treated with respect, to be listened to and to be protected from all forms of abuse.
- We recognise that we all have a responsibility to help prevent the physical, sexual, psychological, financial and discriminatory abuse and neglect of adults who have care and support needs and to report any such abuse that we discover or suspect.
- We recognise the personal dignity and rights of adults who find themselves victims of forced marriage or modern slavery and will ensure all our policies and procedures reflect this.
- We believe all adults should enjoy and have access to every aspect of the life of the place of worship/organisation unless they pose a risk to those we serve.
- We undertake to exercise proper care in the appointment and selection of all those who will work with children and adults with care and support needs.
- We believe in the necessity of creating a healthy culture in our church where the value of all people is recognised and challenges are responded to appropriately.

We are committed to:

- Following the requirements for UK legislation in relation to safeguarding children and adults and good practice recommendations.
- Respecting the rights of children as described in the UN Convention on the Rights of the Child.
- Implementing the requirements of legislation in regard to people with disabilities.
- Ensuring that workers adhere to the agreed procedures of our safeguarding policy.
- Keeping up to date with national and local developments relating to safeguarding.
- Following guidelines in relation to safeguarding children and adults in need of protection.

- Supporting the Safeguarding Co-ordinator/s in their work and in any action they may need to take in order to protect children/ adults with care and support needs.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by GROSVENOR.
- Supporting parents and families
- Nurturing, protecting and safeguarding of children, young people and adults
- Supporting, resourcing, training, monitoring and providing supervision to all those who undertake this work.
- Supporting all in Grosvenor affected by abuse.
- Adopting and following the 'Safe and Secure' safeguarding standards developed by THIRTYONE: EIGHT.

We recognise:

- Children's Social Services (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care (or equivalent) has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Where working outside of the UK, concerns will be reported to the appropriate agencies in the country in which we operate, and their procedures followed. In addition, we will report concerns to UK authorities as necessary.
- Safeguarding is everyone's responsibility.

We will review this statement and our policy and procedures annually.

If you have any concerns for a child or adult with care and support needs, then speak to one of the following who have been approved as safeguarding co-ordinators for this organisation.

Barnstaple

Paula Clarke, Paul Symons

Torrington

Rachel Gilbert

A copy of the full policy and procedures is available from the GROSVENOR office, the times of opening of which are displayed on our website.

Signed by Leadership

Signed _____

Date _____

Safeguarding is a priority here

We are committed to creating safer places by following statutory guidelines on good working practice.



Your safeguarding team:

Safeguarding lead(s):

PAULA CLARKE

PAUL SYMONS

Contact details

paula.clarke@grosvenorchurch.org.uk

paul.symons@grosvenorchurch.org.uk



A copy of our safeguarding policy is available upon request.

In an emergency, or for independent advice call ~~thirtyone:eight~~ on:

0303 003 11 11

With safeguarding support from:



~~thirtyone:eight~~ is an independent Christian safeguarding charity. Charity No: 3304490. Scottish Charity No: SC040578. Company No: 2646487

Safeguarding is a priority here

We are committed to creating safer places by following statutory guidelines on good working practice.



Your Grosvenor Torrington Safeguarding team:

Safeguarding coordinator(s):

RACHEL GILBERT

Contact details

safeguarding@grosvenorchurch.org.uk

A copy of our safeguarding policy is available upon request.

In an emergency, or for independent advice call ~~thirtyone:eight~~ on:

0303 003 11 11

With safeguarding support from:



~~thirtyone:eight~~ is an independent Christian safeguarding charity. Charity No: 1004480. Scottish Charity No: SCD40578. Company No: 3646487

Definitions of Abuse

Child Abuse

Child abuse is when a child is intentionally harmed by another person or when someone fails to prevent harm occurring to them. It can also be through neglect.

Children may be abused in a family or in an institution or community setting. A child may be abused by those known to them or by a stranger (although this is less common). They may be abused by an adult or adults, or another child or children. Abuse can take place in person or online. It can be over a period of time but can also be a one-off action.

The main legally defined categories of child abuse are:

- Physical abuse
- Emotional abuse
- Neglect
- Sexual Abuse

Neglect is the most common form of child abuse in the UK at the time of writing.

Adult at Risk of Harm

An adult at risk of harm (or vulnerable adult) is a person aged 18 or over, whose risk of harm through abuse, exploitation or neglect may be increased by their personal characteristics or life circumstances.

A person's risk of harm may be increased by a range of interconnected factors which may mean they are unable to protect or safeguard themselves or their own interests, or which give opportunities for others to neglect, exploit or abuse them.

An adult may be at risk of harm if they have additional care and support needs whether the local authority is meeting those needs or not, or if they are engaged in or are likely to engage in activities which may cause self-harm.

Where an adult lacks the mental capacity to protect themselves or others from abuse, it may be necessary to take action on their behalf.

Personal characteristics can include:

- Age
- Disability

- Special educational needs
- Illness
- Mental or physical infirmity
- Impairment or disturbance of the mind or brain

Life circumstances may include:

- Isolation
- Socio-economic factors e.g. education, income, culture or ethnicity
- Environment or living conditions.

Things to consider

It is not possible to definitively state when an adult is at risk of harm, as this will vary on a case by case basis. These factors are a guide only and do not necessarily mean an adult is at greater risk of harm e.g. an adult with a disability is not automatically classed as being at risk.

Care is needed to not label a particular group of people or person as inherently vulnerable because of their personal characteristic as this can be disempowering.

A person's risk of harm may not be permanent, and may change depending on their circumstances. They may be at risk for a limited time only due to temporary changes or life events e.g. through an illness from which they later recover.

Physical Abuse

Physical abuse is the deliberate use of physical force by one person against another to cause harm.

It may result in physical harm or injury to the other person or it may not, and may be a one-off act or ongoing.

Physical abuse can include:

- Hitting, slapping, biting or pinching.
- Rough handling, shaking, pushing, or throwing.
- Burning or scalding.
- Drowning, or suffocating
- Poisoning, misuse of medication or the denial of treatment.
- Intentional exposure to extreme heat or cold, or force feeding.
- Misuse or illegal restraint, inappropriate physical punishment, or depriving someone of their liberty.

Physical harm may also be caused when a child's Parent/Carer fakes the symptoms of, or deliberately causes illness or ill health in a child or adult.

Injuries caused by accidents such as trips and falls are not uncommon, especially in children, but these usually occur on bony or prominent areas such as knees, shins and elbows.

Abusive injuries tend to involve softer areas that are harder to damage accidentally e.g. upper arms, forearms, chest, back, abdomen and thighs.

Possible signs and indicators:

- Visible injuries and bruising.
- Unexplained cuts, marks or scars.
- Injuries that don't match the explanation given.
- Getting injured often
- Unexplained falls
- Subdued or changed behaviour
- Changes in weight, being excessively under or overweight or malnourished.
- Failing to get medical treatment or changing Doctors often.

Emotional abuse

Emotional abuse (or Psychological abuse) involves harming a person emotionally and includes any persistent emotional ill-treatment that causes severe and long-lasting adverse effects on a person's emotional development.

Some level of emotional abuse is present in all types of abuse and ill treatment of one person by another, but it can also occur on its own.

Emotional abuse can include:

- Consistently telling someone that they are worthless, unloved or inadequate.
- Using intimidation, coercion, and harassment.
- Having inappropriate expectations for a person's age or development.
- Seeing or hearing another person being mistreated, such as in domestic abuse.
- Not giving someone opportunity to express their views or to take part in normal social interaction.
- Bullying, including online bullying.
- Causing someone to frequently feel frightened or in danger.

Possible signs and indicators:

- Low self-esteem, attachment issues, depression, self-harm, and eating disorders.
- Signs of distress, tearfulness or anger
- Reluctance to be alone with a particular person

Neglect

Neglect (or acts of omission) is the failure to meet a person's basic physical or emotional needs which is likely to have a serious negative impact on their health or development.

It happens when a person deliberately withholds, or fails to provide an appropriate level of care and support which is needed by another person.

It can involve a Parent/Carer and can also happen during pregnancy e.g. as a result of maternal substance abuse.

Neglect may happen because of a lack of knowledge or awareness, or through a failure to take reasonable action whether deliberate or not.

In its extreme form, neglect can be a significant risk as it can lead to serious long-term effects and even be life-threatening.

Neglect is the most common form of child abuse in the UK.

Neglect can include:

- Not providing adequate food, clothing, or assistance with personal hygiene.
- Not providing adequate shelter and heating.
- Failing to protect someone from harm or danger.
- Not ensuring appropriate supervision (including the use of inadequate care-givers)
- Failing to give prescribed medication or provide access to appropriate health care or treatment.
- Failing to provide access to educational services.
- Ignoring a person's basic emotional needs.
- Failing to take action when a person is taking unnecessary risk (especially when the person lacks capacity to properly assess risk).

Possible signs and indicators:

- Poor appearance or hygiene e.g. being smelly or dirty
- Living in an unsuitable home environment e.g. having no heating

- Inappropriate or inadequate clothing
- Signs of malnutrition or not being given enough food
- Having frequent and untreated medical issues or an accumulation of untaken medication.
- Body issues such as sores, skin complaints, poor muscle tone or prominent joints.
- Poor language or social skills
- Being left alone for a long time
- Being withdrawn, depressed or anxious
- Tiredness or finding it hard to concentrate or take part in activities
- Self-soothing behaviours such as drug or alcohol misuse and self-harm.
- Poor school attendance or performance

Sexual abuse

Sexual abuse (or Sexual violence) is any behaviour perceived to be of a sexual nature which is unwanted or takes place without consent or understanding.

The abuse may involve physical contact and touching or non-contact activities.

Sexual abuse is found across all sections of society, irrelevant of gender, age, ability, religion, race, ethnicity, personal circumstances, financial background or sexual orientation. It can be perpetrated by family or non-family members, women, men and other children.

Children and young people

The sexual abuse of children or young people - also called **Child Sexual Abuse (CSA)**- is involving a child or young person in an activity for the sexual gratification or gain of another person, whether or not it is claimed they have consented or agreed.

Sexual abuse of a child can include:

- Forcing or enticing a child or young person to take part in sexual activities, including penetrative or non-penetrative acts, whether they are aware of what is happening or not.
- Including children in looking at adult sexual content or activities, or having their photo taken or being filmed for the production of indecent images.
- Using sexual language towards a child or encouraging them to behave in sexually inappropriate ways.
- Grooming a child in preparation for abuse, either in person or online.

Child sexual exploitation is a form of child sexual abuse where a child is sexually exploited for money, power or status.

Sexual abuse may awaken premature sexual feelings in a child that they find hard to deal with and feel guilty about and they may need reassurance that they are not to blame for the abuse.

Penetrative sex with a child under 13 years by an adult or another child is classed as rape.

One of the ongoing effects of childhood sexual abuse may be that adult survivors experience difficulties forming meaningful relationships with other adults.

Sexual abuse of Adults

The sexual abuse of adults involves sexual acts to which the person has not consented or has been pressured into consenting to.

Sexual abuse of adults can include:

- Penetrative or non-penetrative sexual acts, whether they are aware of what is happening or not e.g. sexual assault, oral sex, rape, attempted rape, and date rape.
- Indecent exposure, sexual harassment, inappropriate looking or touching, groping, sexual teasing or innuendo,
- Being made to look at or be involved in the production of sexually abusive material, or being made to watch sexual activities.
- Stalking and grooming.

Possible signs and indicators:

- Physical injuries and bruising, particularly to the thighs, buttocks, upper arms and neck.
- Bleeding, pain or itching in the genital area or when walking or sitting.
- Sexually transmitted diseases or infections.
- Pregnancy in a woman who is unable to consent to sex.
- Uncharacteristic or age-inappropriate use of sexual language or significant changes in sexual behaviour or attitude.
- Self-harming.
- Poor concentration, withdrawal, sleep disturbance.
- Excessive fear/apprehension of, or withdrawal from, relationships or being alone with a particular person.

Further Definitions

- Mental Capacity
- Bullying
- Cyberbullying
- Child Abuse linked to faith or belief
- Discriminatory abuse
- Domestic abuse
- Female Genital Mutilation
- Forced Marriage
- Modern Slavery
- Online Grooming
- Organisational abuse
- Self-harm
- Self-neglect
- Sexting
- Sexual Offenders
- Spiritual abuse

Mental Capacity

Adults will sometimes make lifestyle choices that we don't agree with or seem strange to us, this is especially relevant in relation to self-neglect when people might hoard excessively or fail to care for themselves or domestic abuse where they return to an abusive partner. Adults have the right to function with a degree of autonomy in comparison to children when it comes to matters of safeguarding.

The Care Act says that all adults are assumed to have the capacity to make their own decisions and be given all practicable help before anyone treats them as not being able to make their own decisions. When an adult is found to lack capacity to make a decision then any action taken, or any decision made for, or on behalf, must be made in their best interests. Assessing capacity is largely within the remit of either health or social care professionals.

When working with adults you may be faced with the situation of determining whether someone has the mental capacity or ability to make decisions about themselves and their safety and well-being. It is often a fine balance between respecting an individual's rights to autonomy and their need for protection.

The mental capacity of an adult at risk will determine what actions will be taken. Adults have a right to make their own choices in relation to their well-being and personal safety. Even if a person may follow a course of action or behaviour which may expose them to harm, or leave them in a situation of abuse, where they have mental capacity and choose to do so, then this should be respected.

Where faced with a situation where an adult at risk doesn't want help, it is important to make contact with Adult Social Care or the police and share your concerns. They can then make a determination if they need to put a safeguarding plan in place, taking into account whether the individual lacks the mental capacity to make a choice, whether there is a risk to others, or whether or not action is necessary in order to prevent a crime.

Mental Capacity Act 2005

When supporting adults, you may have concerns about their ability to manage even the simplest of tasks or that they are being abused and therefore want to report this to Social Services. They will refer to the Mental Capacity Act which gives guidance on how to test a person's mental capacity to make decisions.

The act says that all adults are assumed to have the capacity to make their own decisions and be given all practicable help before anyone treats them as not being able to make their own decisions. When an adult is found to lack capacity to make a decision then any action taken, or any decision made for, or on behalf, must be made in their best interests.

Acting in the best interests of the concerned adult

Where an adult lacks the mental capacity to protect themselves or other adults from abuse, it may be necessary to take action on their behalf, in their (and possibly other's) best interests.

Issues of capacity and consent are key elements in adult protection work. Capacity refers to the ability to make and understand a decision, act, or transaction. However, there remains a fundamental duty to balance the person's right to autonomy with their need for protection.

The law assumes that adults are able to make their own decisions, unless proved otherwise. So as long as an adult can understand the information relevant to the decision, retain the information relevant to that decision, have the ability to use the information in order to make a decision and have the ability to communicate that decision - then the decision is theirs to make.

Any decision concerning mental capacity will follow an assessment carried out by doctors and/or Adult Social Care. If the adult is proven to lack mental capacity, the person authorised to make decisions on their behalf should provide the necessary intervention in line with the key principles of the Mental Capacity Act and the Care Act 2015:

Any decisions taken that are deemed to be in the person's best interest should be clearly documented to show how the decision was reached.

As the Safeguarding Coordinator, you are not expected to be an expert in assessing mental capacity and, when in doubt, always seek advice.

Bullying

Bullying is the use of aggression with the intention of hurting another person.

Children can bully each other, be bullied by adults and can sometimes bully adults. Any form of bullying results in pain and distress to the victim and is unacceptable behaviour within any organisation.

Bullying can include:

- Verbal: name-calling, sarcasm, spreading rumours, teasing including via emails or text messaging
- Emotional: being unfriendly, excluding, tormenting, graffiti, gestures, racial taunts
- Physical: pushing, kicking, hitting, punching or any use of violence
- Sexual: sexually abusive comments or gestures
- Racial: any of the above because of, or focusing on the issue of racial differences
- Homophobic: any of the above because of, or focusing on the issue of sexual orientation
- Unofficial activities such as initiation ceremonies and practical jokes which may cause children physical or emotional harm even though this may not be intended
- Cyberbullying (or online bullying).

Cyberbullying

Cyberbullying or online bullying is any type of bullying that happens online.

It can happen anytime, anywhere, via social networks, gaming, and mobile phone, and can often leave the victim feeling like there is no escape from it.

It can be anonymous – with the abusers able to hide their identity - which can encourage them to do or say things they may not do in person.

The audience to the bullying can be large and reached very quickly and easily if messages are passed around or things are posted online.

It can be harder to spot and more difficult to stop than 'traditional' bullying, but understanding the dangers can help keep people safe.

Cyberbully can include:

- Sending threatening, abusive or offensive messages
- Creating and sharing embarrassing images or videos
- Excluding people from online activities or friendship groups
- Shaming someone online
- Setting up hate sites or groups about a person
- Encouraging people to self-harm or commit suicide.
- Using someone's identity to creating fake accounts to cause harm
- Sending explicit images and messages known as sexting
- Pressuring children into sending sexual images or engaging in sexual conversations.

As well as providing emotional support, there are practical steps you can take.

Things you can do:

- Watch out for a person seeming upset after using the internet or their mobile phone.
- Know how to block someone on each app or online service you use. You can usually find details of how to do this in the help or online safety area, under Settings.
- Report any bullying or offensive/upsetting material.
- Don't respond to any abusive messages or calls.
- Change email address or telephone number if the abuse continues.
- Turn on in-built safety or filtering features

Child abuse linked to faith or belief

Child abuse linked to faith or belief (CALFB) is where concerns for a child's welfare are caused by harmful practices linked to a belief in witchcraft, spirit or demonic possession, or ritual or satanic abuse.

Some places of worship believe that a child can have an evil spirit or is possessed when they display behavioural problems or are different in some way. The child may have learning difficulties, mental health issues, copied or unconventional behaviours, or be experiencing some kind of trauma such as culture shock at coming to live in a different country.

Significant harm (including murder) can occur against those who are branded (or labelled) either as a witch or as having been possessed by an evil spirit because of efforts to 'excise' or 'deliver' evil from a child (or vulnerable adult). When practices such as these come to light, the statutory authorities may investigate and take appropriate action to protect the children involved.

Since 2000 there have been several high profile criminal cases including cases of children receiving severe beatings, torture and even murder. Victoria Climbié was one such case and the horrific murder of Kristy Bamu in 2010 was another. The blend of faith and traditional practices has led to a number of children being at risk in the UK.

These beliefs are not confined to one faith, nationality or ethnic community. Examples have been recorded worldwide among Europeans, Africans, Asians and elsewhere as well as in Christian, Muslim, Hindu and pagan faiths among others. Not all those who believe in witchcraft or spirit possession harm children. However, in recent years such offences are generally but not exclusively confined to African and Asian Diaspora communities.

Fear of the supernatural is also known to be used to make children comply with being trafficked for domestic slavery or sexual exploitation.

A growing awareness of the harm done to children by these beliefs and practices has led to a national action plan, published by the government in 2012, for anyone who works with children, to raise awareness of this form of abuse.

Discriminatory abuse

Discriminatory abuse is when a person is treated unfairly, bullied, or abused because of a particular characteristic.

It is against the law to discriminate against someone because of:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

These are called protected characteristics.

Discriminatory abuse links to other forms of abuse and may have similar effects e.g. Physical abuse motivated by racism would be classified as Discriminatory abuse.

Discriminatory abuse can include:

- Unequal treatment

- Verbal abuse, derogatory remarks or inappropriate use of language related to a protected characteristic
- Physical abuse and emotional abuse
- Denying access to communication aids, not allowing access to an interpreter, signer or lip-reader
- Harassment or deliberate exclusion on the grounds of a protected characteristic
- Denying basic rights to healthcare, education, employment and criminal justice relating to a protected characteristic
- Substandard service provision relating to a protected characteristic

Hate crime

Hate crime is any incident which constitutes a criminal offence perceived by the victim or any other person as being motivated by prejudice, discrimination or hate towards a person's actual or perceived race, religious belief, sexual orientation, disability, political opinion or gender identity.

Possible signs and indicators:

- Low self-esteem, attachment issues, depression, self-harm, and eating disorders.
- Signs of distress, tearfulness, anger or anxiety
- The person appears withdrawn and isolated
- The support on offer does not take account of the person's individual needs in terms of a protected characteristic

Domestic abuse

Domestic abuse (or Domestic Violence) is any incident of threatening behaviour, violence, or abuse by one person against another where they are or have been intimate partners or family members.

It can include violence by a son, daughter, mother, father, husband, wife, life-partner, or by an extended family member, and happens across all sections of society, regardless of gender, age, ability, religion, race, ethnicity, financial background or sexual orientation.

Both men and women can be victims, although a greater number of women experience all forms of domestic violence. Children and Young People can suffer this form of abuse directly or be impacted by the effects of witnessing or living in a household where domestic abuse is happening.

Domestic abuse is a pattern of coercive and controlling behaviour by one person over another that is usually frequent and persistent. It can happen inside and outside the home and can continue even after a relationship has ended.

Coercive control

Coercive control is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse used to harm, punish, or frighten another person. It is designed to make a person dependent by isolating them from support, exploiting them, depriving them of independence and regulating their everyday behaviour.

Domestic abuse can include:

- Emotional abuse
- Physical abuse
- Sexual abuse
- Financial abuse
- Forced marriage, Female Genital Mutilation, and 'honour crimes'.

Possible signs and indicators:

- Low self-esteem, attachment issues, depression, self-harm, and eating disorders.
- Signs of distress, tearfulness or anger
- Reluctance to be alone with a particular person
- Visible injuries and bruising.
- Injuries that don't match the explanation given.
- Unexplained falls
- Subdued or changed behaviour
- Changes in weight, being excessively under or overweight or malnourished.
- Signs of coercive control
- Feeling that the abuse is their fault when it is not
- Isolation – not seeing friends and family
- Limited access to money

Female Genital Mutilation

Female Genital Mutilation (FGM), also sometimes known as 'female circumcision', is illegal in the UK, and includes all procedures involving the partial or total removal of the external female genitalia or any other injury to the female genital organs for non-medical reasons.

FGM is usually carried out on young girls between infancy and the age of 15, most commonly before puberty starts and the procedures are mostly done outside of the UK. The practice is medically unnecessary, extremely painful and has serious health consequences, both at the time when the mutilation is carried out and in later life.

The practice is common to certain traditions and cultural beliefs, and where it is still practised incidents are more commonly found amongst faith communities.

FGM is illegal in the UK and it is also illegal to travel outside of the UK to have it performed. If an incident occurs involving a child, there is an obligation in the interest of the child, for individuals to report the matter to the police or Children's Social Services.

There is also a mandatory reporting duty for those in regulated health and social care professions and teachers to report known cases of FGM in children and young people under 18 years of age to the police.

Possible signs and indicators:

- Prolonged absence from school or other activities with noticeable behaviour change on return.
- Bladder or menstrual problems.
- A child finding it difficult to sit still and look uncomfortable.
- Complaining about pain between their legs.
- Talking about something somebody did to them that they are not allowed to talk about.

Financial abuse

Financial abuse (or Material abuse) is the attempted or actual misappropriation or misuse of a person's money, property, benefits, or other assets, by means of intimidation, coercion, deception, or other ways to which the person does not or cannot consent to.

Financial abuse includes having money or other property stolen, being defrauded or put under pressure in relation to money or other property, and having money or other property misused.

Financial abuse can include:

- Theft, burglary, or fraud (including internet scamming).
- Exploitation and embezzlement.
- Coercion or being put under pressure concerning a person's finances (including wills, property, inheritance or financial transactions).
- Misuse or misappropriation of property, possessions or benefits.
- Withholding pension or other benefits.

Possible signs and indicators:

- Unusual financial activity such as making an unexpected change to a will, a sudden sale or transfer of a property, or unusual activity in a bank account.
- Sudden inclusion of additional names on a bank account or where a signature does not resemble the person's normal signature.
- Reluctance or anxiety by a person when discussing their finances.
- A substantial gift to a carer or other third party.
- A sudden interest by a relative or other third party in the welfare of the person.

- Bills remaining unpaid.
- Complaints that personal property is missing.
- Signs of coercive control or neglect.

Forced Marriage

Forced marriage is when one or both potential spouses doesn't consent to marry or is coerced into it because of physical, emotional, or psychological threats or pressure.

Pressure can include physical threats of violence or sexual violence, or emotional and psychological pressure such as being made to feel like they are bringing shame on their family.

Forced marriage affects both men and women, however, many reported cases involve young girls and women aged between 16-25 years. It can involve those who lack capacity or who have a disability but also those who do not. It is practised in a number of countries including South Asia, the Middle East, Europe, North America and in the UK.

Forced marriage is different from an arranged marriage where families of both spouses are involved but the choice to accept the arrangement remains with the individuals.

Modern slavery

Modern slavery (or Human Trafficking) is the recruitment, movement, and holding of a person by improper means, such as force, threat or deception, for the purposes of exploitation or abuse.

Victims of human trafficking can be male or female, children or adults, and may come from migrant or indigenous communities.

Modern slavery is different from illegal immigration as people who are trafficked are tricked, coerced, lured or forced by criminals to work for them or others in their criminal networks around the world.

People are forced into and held by threats of violence and intimidation against them or their family, fear, debt bondage, isolation and the removal of identification or travel documents, or imprisonment and torture.

Children living in the UK can also be targeted and trafficked internally.

Modern slavery can include:

- Forced labour
- Domestic servitude
- Sexual exploitation such as prostitution and pornography
- Bonded labour (forcing someone to pay a debt that can't be paid).
- Criminal activity

- Private fostering
- Forced marriage

Possible signs and indicators:

- Signs of physical abuse or emotional abuse
- Signs of neglect
- Isolation from the community
- Seeming under the control or influence of others
- Lack of personal effects or identification documents
- Avoidance of eye contact, appearing frightened or hesitant to talk to strangers
- Fear of law enforcers

Online grooming

Online Grooming is when someone builds a relationship with a person online so they can sexually abuse, exploit or traffic them.

Anybody can be a groomer, no matter their age, gender or race. Grooming can take place over a short or long period of time – from weeks to years. Groomers may also build a relationship with the young person's family or friends to make them seem trustworthy or authoritative.

Any child is at risk of being groomed, although some children are more at risk of grooming than others e.g. children in care, those with disabilities or who are neglected.

Concerns that a child may be groomed online could include:

- Spending increasing amounts of time on the internet.
- Becoming increasingly secretive – particularly around their use of the new technology.
- Shutting the door and hiding what they have on screen when someone enters the room.
- Not being able to talk openly about their activity online.
- Becoming possessive of their mobile phone and concerned if someone else picks it up and wants to look at it.
- Agitated behaviour when answering their mobile and needing to take the call in private.
- Developing a pattern of leaving the family home for periods of time with no explanation about where they are going.
- Spending increasing amounts of time talking secretly with the new friend online and vague talk of a new friend but offering no further information.
- Not wanting to be alone with a particular adult or young person.
- Sudden, unexplained personality changed and mood swings.
- Outbursts of anger and irritation.
- Self-harm

It is against the law to meet a child following sexual grooming, which makes it a crime to befriend a child on the internet or by other means and meet or intend to meet the child with the intention of abusing them.

There is other legislation which prohibits adults from engaging in inappropriate behaviour such as sexual conversations with children on-line.

Organisational abuse

Organisational abuse (or Institutional abuse) is when a person is abused or mistreated within an institution such as a care home or hospital, or by an organisation providing care in the person's own home.

It can include one-off incidents or long-term mistreatment, and can be through neglect or poor professional practice as a result of inadequate resources, structures, policies, processes and practices within an organisation.

The abuse may happen because of a culture that denies or restricts privacy, dignity, choice and independence, and involves the collective failure of a service provider or an organisation to provide safe and appropriate services, and to ensure that the necessary preventative and protective measures are in place.

Organisational abuse can include:

- A run-down or overcrowded environment
- Insufficient staff or high staff turnover resulting in poor quality care
- Abusive and disrespectful attitudes towards people using the service
- Not offering choice or promoting independence.

Possible signs and indicators:

- Signs of neglect
- Inadequate staffing levels
- Poor standards of care
- Lack of adequate procedures
- Absence of visitors
- Few social, recreational and educational activities
- Unnecessary exposure during bathing or using the toilet
- Lack of management overview and support
- Signs of physical abuse or emotional abuse

Self-Harm

Self-Harm is when a person injures or harms themselves on purpose rather than accidentally.

Self-harming behaviour is often associated with feelings of anger, desperation, or shame, and is always a sign that something else is seriously wrong. It is often a physical response to, or way of coping with, emotional distress.

It can be a way someone can feel more in control, or punish themselves for feelings of shame or guilt. For a person who has experienced trauma or abuse it can be a way to make themselves feel more connected and alive.

Self-harm can affect any young person, regardless of their circumstances or background, however girls are much more likely than boys to self-harm

Self-harm is not usually a suicide attempt or a cry for help, however people who have self-harmed are at higher risk of suicide than other young people. It can be very addictive and once a young person starts it can become a compulsion.

Self-harm can include:

- Cutting, scratching, bruising, or burning yourself
- Deliberately overdosing on drugs or medication
- Intentionally putting oneself in risky situations
- Abuse of alcohol
- Eating disorders

Possible signs and indicators:

- Covering up e.g. wearing long sleeves especially in warm weather
- Unexplained injuries
- Blood stains on clothing, or finding tissues with blood in their room
- Becoming withdrawn and spending a lot of time alone
- Avoiding friends and family and being at home
- Low self-esteem or blaming themselves for things
- Anger or risky behaviour like drinking or taking drugs
- Extreme weight loss or change in attitudes or behaviour towards food

Self-neglect

Self-neglect is when an adult lives in a way that puts their own health, safety or well-being at risk.

It is an extreme lack of self-care that is often related to deteriorating health and ability in older age, poor mental health, or other issues such as addictions, however not everyone who self-neglects needs to be safeguarded.

Incidents of abuse may be one-off or multiple, and affect one person or more. People who self-neglect will often decline help from others.

There are limitations to what help can be offered if the adult has mental capacity to make their own decisions about how they live, even if they may suffer significant harm or death as a result of their own action or inaction.

Any action taken should seek to minimise any risks while respecting the person's choices, trying to engage with the person to offer as much support as possible without causing distress.

It is important to all efforts to engage with and support the person are clearly recorded.

Self-neglect can include:

- Neglecting to care for personal hygiene, health or surroundings to the extent that it threatens personal health and safety.
- Inability to avoid self-harm
- Failure to seek help or access services to meet health and social care needs
- Inability or unwillingness to manage one's personal affairs
- Behaviours such as hoarding.

Possible signs and indicators:

- Very poor personal hygiene
- Unkempt appearance
- Lack of essential food, clothing or shelter
- Malnutrition and/or dehydration
- Living in squalid or unsanitary conditions
- Neglecting household maintenance
- Hoarding
- Collecting a large number of animals in inappropriate conditions
- Non-compliance with health or care services
- Inability or unwillingness to take medication or treat illness or injury

Sexting

Sexting is when someone shares sexual, naked or semi-naked images or videos of themselves or others, or sends sexual messages.

It's online abuse if the person is pressured or coerced into creating or sending these types of images.

Sexting and young people

By taking sexually explicit images young people are potentially committing three criminal offences and can find themselves caught up in something outside their control that they probably never dreamed would happen.

As far as the law is concerned:

1. The person who has taken the photo of themselves is taking an indecent photograph as they are still considered to be a child under 18 years of age.
2. If they then send this to someone else, they could be seen to be distributing an indecent image; they would also be storing the image on their device which is the third offence.
3. The person it is sent to could also be at risk of committing a criminal offence as they would be in possession of an indecent image. If they then share the image with friends, they also become culpable.

Posting the image on a social networking site is also likely to be in breach of the website terms and conditions. If caught, these offences carry a maximum of 15 years' imprisonment and being registered on the sex offenders register for life.

Apart from the acute embarrassment and detrimental impact it may be having on the person whose image has been made public, there are even more serious risks to consider. In addition, the image could be used by complete strangers to bully and intimidate. Perhaps most worrying is that sexual predators browse internet profiles and in some instances are able to distribute the images they find. They can also use them to blackmail children and young people and even pretend they are the young person in the picture to trap another victim.

The best thing any worker can do is to educate and discuss with young people on the potential dangers of 'sexting' before anything like this happens. If it does happen and the image is on a social networking site, the people who run the site should be contacted and asked to remove it. Workers might also encourage young people to self-report to the Child Exploitation and Online Protection Centre to have the image removed.

Sexual offenders

A Sexual Offender is someone who has committed sexual offences against either children or adults.

Sexual offences can include rape, indecent assault and indecent exposure, exposing children to pornography, and encouraging children to perform sexual acts on themselves, other children or the offender. Offences can also include looking at indecent images of children including images of children being abused or photographed in provocative poses.

Some sexual offenders target children at a specific stage of sexual development. Others do not discriminate in this way, and may also target adults who they see as vulnerable in some way. Most target children of a particular gender, but some target both.

Many offenders “groom” victims by first forming a friendship with, giving gifts, praise etc. so that the child or adult is comfortable in their presence and trusts them. They also groom parents, carers and others in the community to gain their confidence that it is alright for them to be around their family. This grooming is very subtle and is usually more recognisable by outsiders than by those being groomed. Lone parent families, as well as children from low income families, are often targeted.

Many people think of a sexual offender as a lone adult male because this is the image frequently portrayed by the media. These offenders actually represent between a third and a half of the total. A significant number of allegations of sexual crimes are against other children and young people (between a quarter and a third). Allegations against women account for up to a quarter and groups of offenders a similar amount also.

Many are ashamed of their activities, but that sense of shame may also drive their sexual offending cycle.

Whilst some offenders when find out about their offending feel relief that their behaviour has been stopped, many initially refuse to admit that they have committed an offence and may continue to deny their guilt. This denial can be reinforced by family members who cannot accept what has happened.

Spiritual Abuse

Although there is no legal definition, it is linked with emotional abuse. Spiritual abuse could be defined as an abuse of power, often done in the name of God or religion, which involves manipulating or coercing someone into thinking, saying or doing things without respecting their right to choose for themselves.

Some indicators of spiritual abuse might be a leader who is intimidating and imposes his/her will on other people, perhaps threatening dire consequences or the wrath of God if disobeyed. He or she may say that God has revealed certain things to them and so they know what is right. Those under their leadership are fearful to challenge or disagree, believing they will lose the leader's (or more seriously God's) acceptance and approval.

Initial Response to a Concern or Allegation of Abuse

If there is a concern that a child, young person or adult may have been abused or a direct allegation of abuse is being made, it is important the person receiving this information does the following:

- Make notes as soon as possible (preferably within one hour of the person talking) including a description of any injury, its size, and a drawing of its location and shape on the person's body.
- Write down exactly what has been said, when they said it, what was said in reply and what was happening immediately beforehand (e.g. a description of an activity).
- Write down dates and times of these events and when the record was made.
- Write down any action taken and keep all hand written notes even if subsequently typed up.

These notes should be passed on to the Safeguarding Co-ordinator [see paragraph 4.1.1] to assist them should the matter need to be referred to Adult or Children's Social Services or the police. Any referral should be confirmed in writing within 48 hours and you should expect an acknowledgement of your written referral within one working day of receiving it.

All documents should be signed, dated and kept for an indefinite period in a secure place. Consideration should be given to any procedures that have already been adopted by the organisation and it is important that the conditions laid down by organisation's insurers are followed to ensure there is appropriate cover against any claims.

There is also a requirement for some allegations to be reported to both the Charity Commission and the Independent Safeguarding Authority.

THIRTYONE: EIGHT can also offer independent advice that will be followed by written confirmation of the advice given.

If the safeguarding co-ordinator, or deputy, is not contactable or they are the subject of concerns, the statutory agencies should be contacted forthwith. [See Section 2, paragraph 4].

A code of behaviour for staff and volunteer workers (Children & Young People)

Overview

The aim of these general guidelines is to ensure quality childcare, protect children from possible abuse and workers from false accusation.

- Workers should:
 - treat all children /young people with dignity and respect in attitude, language and actions.
 - use age appropriate language and tone of voice.
 - not engage in any of the following;
 - Invasion of the privacy of children or young people when they are using the toilet or shower.
 - Rough games including contact between a leader and a child or young person.
 - Sexually provocative games.
 - Making sexually suggestive comments.
 - Scapegoating, ridiculing or rejecting a child or young person.
 - Where it becomes necessary to control and discipline children and young people, this should be done without using physical punishment. It is acknowledged that a situation may arise where a child or young person needs to be restrained in order to protect them or a third person. Any such instance should be followed by a brief written record of the circumstances which should be submitted to the appropriate **supervisor of workers**.
 - No one should normally be left working alone with children and young people, but as part of a team showing mutual responsibility for each team member.
 - If there are insufficient leaders for groups, then internal doors should be left open.
 - At least two people are present before external doors are opened for an event.
 - If workers do find themselves on their own they should;
 - Assess the risk of sending child/young person home
 - Phone another team member and let them know the situation
 - Get a second trained leader as soon as possible
 - Write down a record of what happened and submit this to the appropriate **supervisor of workers**.
 - If a child or young person wants to talk on a one-to-one basis you should make sure that:
 - You try to hold the conversation in a corner of a room where other people are.
 - Or if you are in a room on your own, leave the door open.
 - Or you make sure another team member knows.
 - Consideration should be given to how many workers should be involved with the group and whether they should be male or female workers or both.
 - The only adults allowed to participate in children's and young people's activities are those appointed and trained as children's/youth workers. The leader of the activity should be aware of any other adults who are in the building.
 - The parents/carers may or may not be familiar with Grosvenor Church and it is important therefore they have been given information about the group including contact telephone numbers.
- Below are **suggested ratios** of adults to children, for all activities with children and young people.

Age group	Adult Helpers	Number of Children
0-2 years	1	3
2-3 years	1	4
4-8 years	1	6
9-12 years	1	8
13-18 years	1	10

- The level of personal care (e.g. toileting) must be appropriate and related to the age of the child, whilst also accepting that some children have special needs.
- No person under 18 years of age should be left in sole charge of any children of any age. Nor should children or young people attending a group be left alone at any time.

Touching?

- Keep everything public and appropriate. A hug in the context of a group is very different from a hug behind closed doors.
- Touch should be related to the child's needs, not the worker's.
- Touch should be age-appropriate and generally initiated by the child rather than the worker.
- Avoid any physical activity that is, or may be thought to be, sexually stimulating to the adult or the child.
- Children are entitled to privacy to ensure personal dignity.
- Children have the right to decide how much physical contact they have with others, except in exceptional circumstances when they need medical attention.
- When giving first aid (or applying sun cream etc), encourage the child to do what they can manage themselves, but consider the child's best interests and give appropriate help where necessary.
- Team members should monitor one another in the area of physical contact. They are free to help each other by constructively challenging anything which could be misunderstood or misconstrued.

Mentoring

GROSVENOR has an emphasis upon Christ's call to "make disciples" (Matthew 28) which will involve many across the church, including young people being involved in a mentoring relationship. It is recognised that such relationships are open to abuse and to minimise risk in this area the following will apply:

Where a worker is mentoring a young person:

- a) It will be within a recognised and recorded structure **within each congregation**
- b) Any meeting should be in either a public place or a home (see following paragraph) but must be with parent's specific consent.
- c) The leader of the relevant group should be made aware that you are meeting.
- d) Where significant personal or family issues that raise concerns are discussed then a basic record of meetings and text messages/email should be kept.

Visiting Children or Young People at Home

It is unlikely that workers will need to make a pastoral visit of children or young people and their families at home on behalf of GROSVENOR. If a situation occurs where it is needed then it can only be done with the agreement of the **recognised supervisor of workers**, as appropriate.

Children with Special Needs

Children and young people who have a disability can be at greater risk of abuse. They will often require more help with personal care, such as washing, dressing, toileting, feeding, mobility etc, may have limited understanding and behave in a non age appropriate way.

It is good practice to speak with the parents of children/young people with special needs and find out from them how best to assist the child or young person.

Children with no adult supervision

When children turn up to and want to join in with church activities without the knowledge of their parents, we will:

- Welcome the child and try to establish their name, age, address and telephone number, and record their visit in a register.
- Ask the child if a parent/carer is aware of where they are. Phone and make contact.
- On leaving, give the child a consent form and explain it needs to be filled in and brought back next time.
- Without interrogating the child, you will need to find out as soon as possible whether they have any special needs (e.g. medication) so that you can respond appropriately in an emergency.

Peer Group Activities for Young People

All youth activities will be overseen by named adults who have been selected in accordance with agreed recruitment procedures. It is accepted that groups aged 16+ may benefit from being led and run by peers. In this situation adult leaders will contribute to programme planning and reviews and will always be readily available on the premises when peer-led activities take place.

Electronic Communication

1) Digital Technologies and Safe Communication

A worker's role description will include an acknowledgement and approval of these technologies as a legitimate means of communicating with young people but should also include the expectations of the Church in relation to their use.

It is not appropriate to use these communication methods with primary school aged children (i.e. 11years and younger).

On the general consent form parents/carers sign to agree that the young person can receive such communications.

2) Workers' Communication with Young People

All young people need to be aware of the protocols that workers follow in relation to email, messenger services, social networks and mobile phones including texting. It is important to remember that as well as the parent/carer, young people will have a right to decide whether they want a worker to have their email address or mobile telephone number and will not be pressurised into divulging information they would rather keep to themselves.

3) Email

Email is sometimes used by workers to remind young people about meetings. If email is being used workers must ensure messages are in the public domain by copying (not blind-copying) each message to safeguarding@grosvenorchurch.org.uk. It is important workers use clear and unambiguous language to reduce the risk of misinterpretation, and although it should be obvious when an email is ending, workers should never use inappropriate terms such as 'luv' or 'X' to round things off. Smiley emoji would be more appropriate if desired.

4) Communicating using Direct Messaging 'DMS'

Direct messaging should be kept to an absolute minimum. Workers should save significant conversations as a text and also keep a log of any significant communication stating with whom and when they communicated.

5) Mobile Phones

Particular diligence needs to be applied when workers use mobile phones to communicate with young people:

- All mobile phone use will be primarily about information sharing.
- Workers should keep a log of significant conversations/texts.
- Any texts or conversations that raise concerns should be passed on/shown to the worker's supervisor.

- Workers should use clear language, particularly when texting, and should not use ambiguous words such as 'luv' or abbreviations like 'lol' which could mean 'laugh out loud' or 'lots of love'.
- Workers should not take photos on their personal equipment, **without consent of their recognised supervisor**

6) Social Networks

If a worker allows their personal site to be accessed by young people;

- It is essential that all content including photos is suitable.
- Be aware of age limits on social network sites (e.g. 13 is the minimum age for Facebook)
- All communication should be kept in the public domain.
- Copy other workers into communication if needed to keep transparency.

7) Taking Video and Photographs of Children

Since the introduction of the Data Protection Act in 1998, churches must be very careful if they use still or moving images of clearly identifiable people. There are several issues to be aware of:

- Permission must be obtained, via the consent form, of all children who will appear in a photograph or video before the photograph is taken or footage recorded.
- It must be made clear why that person's image is being used, what you will be using it for, and who might want to look at the pictures.
- If images are being taken at an event attended by large crowds, such as a sports event, this is regarded as a public area and permission from a crowd is not necessary.
- Many uses of photographs are not covered by the Data Protection Act 1998, including all photographs and video recordings for personal use, such as a parent/carer taking photographs at school sports days for the family photo album, or videoing a church nativity play.
- Children and young people under the age of 18 should not be identified by surname or other personal details, including e-mail or postal addresses, telephone or fax numbers.
- When using photographs of children and young people, it is preferable to use group pictures.

GROSVENOR CHURCH (GROSVENOR) SAFEGUARDING POLICY

FORM OF RECEIPT

I hereby acknowledge that I have received initial training and a copy of the Grosvenor Church Code of Behaviour for staff and volunteer workers with which I agree to comply.

Name (Printed):

Signature:

Date:

GROSVENOR CHURCH (GROSVENOR)

GUIDELINES FOR TRANSPORTING CHILDREN AND YOUNG PEOPLE

- 1 Usually only those who have completed GROSVENOR staff/volunteer selection procedures will transport those under 18. Where this is not possible, drivers must pick-up and drop-off at pre-arranged locations.
- 2 Parental consent is necessary for all journeys.
- 3 A child should not be left on their own at drop-off / pick-up locations. Children must be collected by an appropriate adult.
- 4 Drivers must be 18 years of age or older and have held a full UK driving licence for at least 12 months.
- 5 The driver must ensure they have adequate insurance cover. This will usually mean they should have declared to their insurers that they are participating in the activity of transporting individuals on behalf of GROSVENOR. In such circumstance business-use may prove necessary. Insurers may well respond differently if the driver is being reimbursed.
- 6 Any vehicle used must be legal and roadworthy.
- 7 A driver may unavoidably be alone with a child for a short period of time e.g. when dropping off their final passenger but judgement must be exercised. Planning should minimise such occurrences and it should not become routine. If not avoidable those considered least vulnerable should be the final drop-off.
- 8 Drivers will not spend unnecessary time in a vehicle with a child/young person.
- 9 All children/young persons will be returned to previously agreed locations for collection.
- 10 Any hired minibus used for this purpose must have a “small bus permit,” the appropriate insurance and be driven by someone with the correct class of driving licence entitling them to drive such a vehicle.
- 11 Where parents convey each other’s children by agreement, other than journeys arranged by GROSVENOR, e.g. to & from an activity; such agreements are their own responsibility, not that of GROSVENOR.
- 12 Where any driver has concerns for a child or young person or needs any clarity in relation to them, they should contact the event leader or the Safeguarding Coordinator/Deputy Safeguarding Coordinator without delay.

LIST OF GROSVENOR ACTIVITIES RELEVANT TO THIS POLICY

The church runs a variety of activities which are subject to this Safeguarding Policy. This list is not exhaustive:

Children's Activities [run for children associated with the church or the wider local community]

- Barnstaple Noah's Ark [Parent & toddler facility usually operating weekly during the day]
- Barnstaple Sparklers [Under 5s crèche, run during main service each Sunday]
- Barnstaple Ignite [5-11 year olds, run during main service on each Sunday]
- Barnstaple Who let the Dads out? [For Dad's & their children, Saturday morning, monthly]
- Torrington Ignite [0-11 year olds]

Young People's Activities [run for young people associated with the church or the wider local community]

- Barnstaple Flame [11-14 year olds]
- Barnstaple A2J [14-20 year olds]

Adult Activities

- Barnstaple Neighbourhood Chaplains
- Torrington Growbaby

A range of other, adult-focused, events and activities are held which vary from time to time are publicised in various ways including the church website: www.grosvenorchurch.org.uk