

1 Appointment of Children’s Workers – Safer Recruitment
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The Church will treat all prospective workers as job applicants for any position involving contact with children. It is therefore important to obtain information about a potential workers background and experience in order to assess their suitability.

The procedure for the appointment will include:

- 1) prospective volunteer and paid staff will be asked to complete an application form giving information such as their name (and any previous names/aliases), date and place of birth, current and previous addresses (up to five years), as well as details of employment history, previous churches or youth groups and experience of children’s work and references.
- 2) prospective workers being asked to complete a DBS disclosure online, which will be checked by the Parish Evidence Checker and electronically forwarded to Thirtyone:eight for checking and counter-signature.
- 3) talking to others who may know the person, e.g. previous church leaders etc and taking up two formal references.
- 4) an interview by the Vicar, or other appointed person(s). This will include discussion with the applicant the church’s policy on safeguarding children’s welfare and expectations in relation to practice issues, e.g. supervision of children’s activities, code of behaviour etc.
- 5) considering attaching the new appointee to a more experienced worker for a period of time (e.g. three or six months). During and at the end of this probationary period, receiving feedback from other workers on progress of the appointee.
- 6) giving the children’s worker a contract (paid staff only).
- 7) giving children’s workers opportunities to meet together with a leader to discuss work programmes and areas of concern including issues relating to discipline.

The criteria for NOT appointing children’s workers are:

- previous offences against children;
- an unsatisfactory disclosure outcome;
- an unsatisfactory review, e.g. reservations about the individual’s behaviour, lifestyle, attitudes and spiritual commitment.

2 Helping victims of Abuse

As a church we are committed to supporting victims of abuse, and encouraging them in their faith. When requested, and when considered appropriate, then counselling may be offered, although referral to a trained counsellor may be necessary.

Further guidance is available in “Guidance to Churches”, by Thirtyone:eight. <https://thirtyoneeight.org/>
Gloucestershire Safeguarding Children’s Board website is www.gscb.org.uk
Diocese of Gloucester www.gloucester.anglican.org/safeguarding

3 Working with Offenders

Where someone attending the church is known to have abused children, then whilst extending friendship to the individual, the PCC, in its commitment to the protection of all children, will meet with the individual and discuss boundaries that the person will be expected to keep.

It is advised that a written contract with the person is made, with reference to “Guidance to Churches” by Thirtyone:eight.

4 Taking Care of Touching

Guidelines on touch for those who work with children.

- Keep everything public. 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 have the right to decide how much physical contact they have with others, except in exceptional circumstances when they need medical attention
- Team members should monitor one another in the area of physical contact. They should be free to help each other by pointing out anything that could be misunderstood.
- Pointing out anything that could be misconstrued. Concerns about abuse should always be reported.

5 Responding to Allegations of Abuse.

5.1 Definitions of Abuse (England & Wales)

The definitions of child abuse recommended as criteria throughout England and Wales by the Department of Health, Department for Education and Employment and the Home Office in their joint document, Working Together to Safeguard Children (2015) and new regulations 2018 are as follows:

Abuse and Neglect

Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely, by a stranger.

Physical abuse

Physical abuse 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 feigns the symptoms of, or deliberately causes ill health to a child whom they are looking after.

Emotional Abuse

Emotional abuse is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve 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 ill-treatment of a child, though it may occur alone.

Honour-based violence is a collection of practices used to control behavior within families to protect perceived cultural or religious beliefs and honour. Violence can occur when offenders perceive that a relative has shamed the family or community breaking their “code of honour”. Honour-based violence cuts across all cultures and communities: Turkish, Kurdish, Afghan, South Asian, Middle Eastern, South and Eastern European for example. HBV may exist where a culture is heavily male dominated.

A forced marriage is a marriage in which one or both spouses do not (or in the case of some vulnerable adults cannot) consent to the marriage and duress is involved. Duress can include physical, psychological, financial, sexual and emotional pressure.

Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect

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

Organised Abuse

Organised or multiple abuse may be defined as abuse involving one or more abuser and a number of related or non-related abused children and young people. The abusers concerned may be acting in concert to abuse children, sometimes acting in isolation, or may be using an institutional framework or position of authority to recruit children for abuse. Organised or multiple abuse may be defined as abuse involving one or more abuser and a number of related or non-related abused children and young people. The abusers concerned may be acting in concert to abuse children, sometimes acting in isolation, or may be using an institutional framework or position of authority to recruit children for abuse.

Organised and multiple abuse occur both as part of a network of abuse across a family or community, and within institutions such as residential homes or schools.

A child may suffer more than one category of abuse.

5.2 Recognising And Responding To Abuse

The following signs may or may not be indicators that abuse has taken place, but the possibility should be considered.

PHYSICAL SIGNS OF ABUSE

- 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, rough games, etc
- Injuries which have not received medical attention
- Neglect – under nourishment, failure to grow, constant hunger, stealing or gorging food, untreated illnesses, inadequate care, etc
- Reluctance to change for, or participate in, games or swimming
- Repeated urinary infections or unexplained tummy pains
- Bruises, bites, burns, fractures etc which do not have an accidental explanation
- Deliberate or intended injury to a child e.g. Cuts/scratches/substance abuse
- Hitting, shaking, throwing, scalding, drowning, suffocating or poisoning
- Deliberate inducement of an illness

Female Genital Mutilation

- A child talking about getting ready for a special ceremony and the family is arranging for a long break abroad
- Knowledge an older sibling has undergone FGM
- A young person talks about going abroad to be “cut” or get ready for marriage

INDICATORS OF POSSIBLE SEXUAL ABUSE

- Any allegations made by a child concerning sexual abuse
- Child with excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour, or who regularly engages in age-inappropriate sexual play
- Sexual activity through words, play or drawing
- Any sexual activity with a child under the age of 16 (with or without consent)
- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations
- Grooming
- Eating disorders – anorexia, bulimia
- Self-harm
- Child Sexual Exploitation and “grooming” on Social networking sites

EMOTIONAL SIGNS OF ABUSE

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging. Also depression/aggression, extreme anxiety.
- Nervousness, frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour
- Persistent tiredness
- Running away/stealing/lying
- Causing a child to feel frightened or in danger by the witnessing of violence towards another person whether domestic or not

5.3 What To Do If You Suspect That Abuse May Have Occurred

- 1 You must report concerns as soon as possible to Marilyn Henderson (hereafter the “Parish Safeguarding Officer PSO”), tel. 01291 620140, or 07989 845036, who is nominated by the PCC to act on their behalf in referring allegations or suspicions of neglect or abuse to the statutory authorities. She may also be required by conditions of the Church Insurance Policy to ensure that the Insurance Company is immediately informed. In the absence of the PSO the matter should be brought to the attention of the Deputy PSO or the Vicar.
- 2 If the suspicions in any way involve the PSO then the report should be made to Marion Evans (hereafter the “Deputy PSO”), tel. 01291 622252. If the suspicions in any way implicate both the PSO and Deputy PSO, then the report should be made in the first instance to the Diocese of Gloucester Safeguarding Office, telephone 01452 835516. Advice may also be obtained from the Thirtyone:eight PO Box 133, Swanley, Kent, BR8 7UQ. Telephone 0303 0031111. Alternatively contact The Children’s and Families Helpdesk (Gloucestershire) 01452 426565 Mon-Fri 08:00-17:00 or the Police on 101.
- 3 Suspicions must not be discussed with anyone other than those nominated above.
- 4 It is, of course, the right of any individual as a citizen to make direct referrals to the child Safeguarding agencies or seek advice from the Diocesan Safeguarding Office or Thirtyone:eight, although we hope that members of the church will use this procedure. If, however, you feel that the PSO or Deputy has not responded appropriately to your concerns, then it is open to you to contact the relevant organisation direct. We hope by making this statement that we demonstrate the commitment of the church to effective Child Safeguarding.

Refer to the flow chart ‘What to do when you suspect abuse’, which is at the end of this section.

5.4 Allegations Of Physical Injury Or Neglect

If a child has a physical injury or symptom of neglect, the Co-ordinator will:

- 1 Contact Social Services (or the Diocesan Safeguarding Office, or Thirtyone:eight) for advice in cases of deliberate injury or where concerned about the child’s safety. The parents should not be informed by the church/organisation in these circumstances.
- 2 Where emergency medical attention is necessary it will be sought immediately. The PSO will inform the doctor of any suspicions of abuse.

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- 3 In other circumstances speak with the parent/carer and suggest that medical help/attention is sought for the child. The doctor, (or health visitor) will then initiate further action, if necessary
- 4 If appropriate the parent/carer will be encouraged to seek help from the Social Services Department.
- 5 Where the parent/carer is unwilling to seek help, if appropriate, the church PSO will offer to go with them. If they still fail to act, the PSO should, in cases of real concern, contact Social Services for advice.
- 6 Where the PSO is unsure whether or not to refer a case to the Social Services, then advice from the Diocesan Safeguarding Office (Thirtyone:eight) will be sought and followed.

5.5 Allegations of Sexual Abuse

In the event of allegations or suspicions of sexual abuse, the Nominated Person will:

- 1 Contact the Social Services duty social worker for children and families or Police Child Protection Team directly. The PSO will **NOT** speak to the parent (or anyone else).
- 2 If, for any reason, the PSO is unsure whether or not to follow the above, then advice from the Diocesan Safeguarding Office (Thirtyone:eight) will be sought and followed.
- 3 Under no circumstances will the PSO attempt to carry out any investigation into the allegation or suspicions of sexual abuse. The role of the PSO is to collect and clarify the precise details of the allegation or suspicion and to provide this information to the Social Services Department, whose task it is to investigate the matter under Section 47 of the Children Act 1989 and Children Act 2004.
- 4 Whilst allegations or suspicions of sexual abuse will normally be reported to the PSO, the absence of the PSO or Deputy should not delay referral to the Social Services Department.
- 5 Exceptionally, should there be any disagreement between the person in receipt of the allegation or suspicion and the PSO or Deputy as to the appropriateness of a referral to the Social Services Department, that person retains a responsibility as a member of the public to report serious matters to the Social Services Department, and should do so without hesitation.
- 6 The PCC will support the PSO or 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.

5.6 How To Respond To A Child Wanting To Talk About Abuse

It is not easy to give precise guidance, but the following may help:

GENERAL POINTS

- Show acceptance of what the child says (however unlikely the story may sound)
- Keep calm
- Look at the child directly
- Be honest
- Tell the child you will need to let someone else know – don't promise confidentiality
- Even when a child has broken a rule, they are not to blame for the abuse
- Be aware that the child may have been threatened or bribed not to tell
- Never push for information. If the child decides not to tell you after all, then accept that and let them know that you are always ready to listen.

HELPFUL THINGS YOU MAY SAY OR SHOW

- I believe you (or showing acceptance of what the child says)
- Thank you for telling me
- It's not your fault
- I will help you

DON'T SAY

- Why didn't you tell anyone before?
- I can't believe it!
- Are you sure this is true?
- Why? How? When? Who? Where?
- Never make false promises
- Never make statements such as "I am shocked, don't tell anyone else"

CONCLUDING

- Again reassure the child that they were right to tell you and show acceptance
- Let the child know what you are going to do next and that you will let them know what happens (you might have to consider referring to Social Services or the Police to prevent a child or young person returning home if you consider them to be seriously at risk of further abuse)
- Contact the Church's PSO, who responsible for co-ordinating child Safeguarding concerns, or contact an agency such as Thirtyone:eight for advice or go directly to Social Services/Police/NSPCC

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- Consider your own feelings and seek pastoral support if needed

Make notes as soon as possible (preferably within one hour of the child talking to you), writing down exactly what the child said and when s/he said it, what you said in reply and what was happening immediately beforehand (e.g. a description of the activity). Record dates and times of these events and when you made the record. Keep all handwritten notes, even if subsequently typed. Such records should be kept safely for an indefinite period.

5.7 What To Do Once A Child Has Talked To You About Abuse:

The Procedure

- 1 Make notes as soon as possible (preferably within an hour of being told), writing down exactly what the child said, write what you said in reply to the child, when he/she said it and what was happening immediately beforehand (e.g. description of activity). Record dates and times of these events and when you made the record. Keep all handwritten notes securely, even if these have been typed subsequently.
- 2 Report your discussion as soon as possible to the PSO. If the latter is implicated report your discussion to the Deputy. If both are implicated, report to the Diocesan Safeguarding Office or to Social Services if preferred.
- 3 You should not discuss your suspicions or allegations with anyone other than those nominated in the above point.
- 4 Once a child has talked about abuse the worker/PSO should consider whether or not it is safe for a child to return home to a potentially abusive situation. On rare occasions it might be necessary to take immediate action to contact Social Services and/or police to discuss putting into effect safety measures for the child so that they do not return home.

6.0 Transporting Children

These guidelines apply to all drivers involved in the transportation of children and young people, which is organised by or on behalf of our church. Private arrangements for transport made directly between those with parental responsibility and others are not covered by these guidelines.

Guidelines on transporting children is as follows:

- Only those who have gone through the church recruitment procedures for workers should transport children.

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- All drivers should have read the Child Safeguarding policy of the church and agree to abide by this.
- Parental consent should be given, and all journeys should be carried out with the knowledge of the leadership.
- Seat belts should be worn, the driver should have adequate insurance and the vehicle should be road worthy.
- Drivers should not spend unnecessary time alone in a car with a child. If a child wants to talk to a driver about something and has waited till other children have been dropped off, the driver should explain that it isn't convenient to talk and then arrange to meet with the child or young person at a location where there can be other adults around. (Remember a child or young person may want to talk to the driver about an abusive situation).
- Having checked drivers (Safer Recruitment, DBS application form, interview, references etc) it is reasonable to expect that they may be alone with a child for short periods e.g. dropping off the last child. Ensure a discussion takes place as to the most suitable child to be dropped off last and plan routes accordingly. (Note that two workers in a car has not been suggested as this itself does not guarantee protection for a child – there have been incidents where workers have acted together and two adults in a car with one child could be less of a protection).
- At collection or dropping off points do not leave a child on their own. Make sure that an appropriate adult collects children.
- Obviously look at instances where it may be unwise for a particular driver to transport a child e.g. where they have had a disagreement that evening, where a child or young person has a 'crush' on a driver etc., and arrange for someone else to transport the child or young person.

Arrangements when using mini buses

In addition to the above, consider the following:

- Ensure full compliance with minibus current regulations
- Ensure that there is adequate supervision. As well as a driver, another responsible adult sitting with the children or young people will be needed.
- Ensure the responsible adult has also undergone appropriate recruitment and selection in accordance with the church procedures

7.0 Radicalisation and Extremism

As a Church we recognise that safeguarding against radicalisation and extremism is no different from safeguarding against any other vulnerability. All Children’s volunteer and paid workers are expected to uphold and promote the fundamental Christian and British values, including democracy, individual liberty and mutual respect.

Radicalisation is defined as the act or process of making a person more radical or favouring of extreme or fundamental changes in political, economic or social conditions, institutions or habits of the mind. Extremism is defined as the holding of extreme political or religious views.

The Government in 2011 published its “PREVENT Strategy” to reduce the threat to the UK from terrorism by stopping people from becoming terrorists or supporting terrorism. For further information please refer to the Diocesan Safeguarding Lead. Revised PREVENT Duty Guidance for England and Wales (March 2015 and July 2015).

Although no incidents of radicalisation or extremism have occurred in Tidenham Parish to date, it is important for us to be constantly vigilant and remain informed about the issues which may affect the children within the Parish. Children should be encouraged to seek adult help if they are upset or concerned about anything they read or see on the internet or other media which may be related to Radicalisation or Extremism.

8.0 Domestic Abuse

Domestic abuse is any threatening behaviour, violence or any other abuse between adults who have been intimate partners or family members, regardless of sexuality (Department of Health 2005). Increasingly, domestic abuse between young people in their relationships or perpetrated by a young person is being identified across society where their parent/carer is the victim.

All Staff who work with children and families should be:

- Alert to the relationship between domestic abuse and the abuse and neglect of children.
- Aware that witnessing domestic abuse constitutes harm to a child or young person.

The definition of harm (Children Act 1989) was amended by the Adoption 10 and Children Act 2002 and 2004 to include impairment suffered from seeing or hearing the ill-treatment of another.

DOMESTIC ABUSE falls into this category:

Mental Illness of parent of carer

- If a parent or carer has a mental illness it is important not to make assumptions or generalise. Assessment is important and the effects of medication can affect the parent or carer's behaviour. There is a possibility that some children may be affected by this or be at risk of serious harm.
- Drug or alcohol misuse may impact the parenting capacity, but it is important not to generalise or make assumptions in this respect.

Learning disability of parent or carer

If a parent or carer has a learning disability, it is important not to make assumptions or generalise. Children may be vulnerable where both parents/carers have a learning disability, as the parents may need support to develop the understanding, resources, skills and experience to meet the needs of their children.

9.0 Child Sexual Exploitation (CSE)
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Child Sexual Exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex, sexual bullying including cyberbullying and grooming. However, it is important to recognise that some young people do not exhibit any external signs of this type of abuse. If you suspect or it is alleged that any of the above has happened and there is immediate risk to a child, then follow the same procedure as any other type of abuse outlined in this policy.

10.0 Modern Slavery

Modern Slavery and Child Trafficking are Child Abuse. Children are recruited, moved or transported then exploited, forced to work or sold. Children are trafficked for:

- Child Sexual Exploitation
- Benefit Fraud
- Forced Marriage
- Domestic servitude such as cleaning, childcare, cooking
- Forced labour in factories or agriculture
- Criminal activity e.g. begging, pickpocketing, transporting drugs, selling pirated DVDs, bag theft, working on cannabis farms

Children are trafficked into the UK from abroad but can also be trafficked within the UK.

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Signs of trafficking are not obvious but may include a child who:

- Possess unaccounted for money or goods
- Spends a lot of time doing household chores

11.0 Anti-bullying (Gender, identity, sexuality, sexist, cyber and transphobic bullying)

Transphobic bullying is commonly underpinned by sexist attitudes. Boys and Girls may be equally affected as well as an individual as a result of perceptions that a parent, relative or other significant figure displays gender variance or is transgender.

Behaviours displayed in these forms of bullying may be similar to other forms of bullying but there is an additional element of inappropriate or coercive sexual behaviours which in extreme cases may constitute criminal behaviour such as sexual abuse.

Sexual and Sexist bullying impacts girls and young women as well as boys. Transphobic bullying can be targeted towards young people of either sex. It is important to note the links to homophobic bullying as young men are bullied when they do not fit into heterosexual roles.

Cyber bullying or cyber harassment is a form of bullying using electronic means. It has been increasingly common amongst teenagers. Harmful bullying behaviour can include posting rumours, threats, sexual remarks, a victims personal information or pejorative labels (i.e. hate speech)

Bullying or harassment can be identified by repeated behaviour with intent to harm. Cyber bullying may be more harmful than traditional bullying. All children should be taught how to be safe on the internet and be aware of its impact on others.

Churches and Staff working with these groups should respond and be aware of this type of bullying for safeguarding the health and wellbeing of their children and young people in their church.

12.0 HATE

The police and Crown Prosecution Service have agreed a common definition of hate incidents. They say something is a hate incident if a victim or anyone else thinks it was motivated by prejudice or hostility based on any of the following:

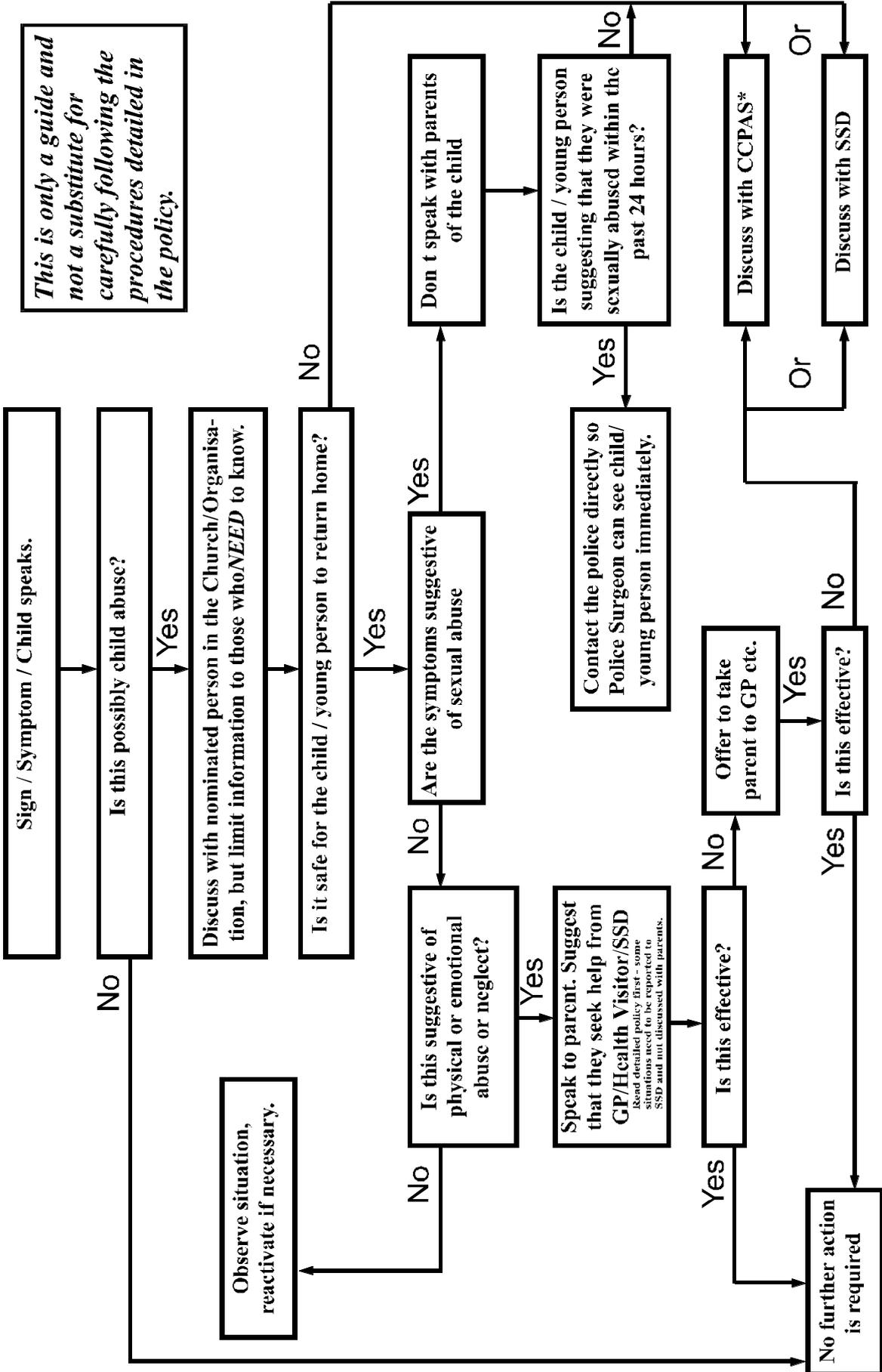
- Religion
- Race
- Disability
- Sexual orientation
- Transgender identity

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If it is believed that something is a hate incident it should be recorded as such by the person you are reporting it to. Every police force records hate incidents, based on these five personal characteristics. Anyone can be the victim of a hate incident.

Please note CCPAS has been renamed Thirtyone:eight

What To Do When You Suspect Child Abuse



*CCPAS = PCCAs Churches Child Protection Advisory Service