

Safeguarding Policy Template

Policy Headings	Safeguarding Policy
<i>Introduction (Aim / Ethos)</i>	There needs to be a clear statement of who your organisation is and what service you offer, the aim of your policy and your ethos towards safeguarding children. Examples: AIM-This policy sets out our commitment to safeguarding and promoting the welfare of all children. At Little Gems Nursery we provide childcare for children from age 1-4 years. We want all children to feel safe and secure, and by following the procedures within the policy we will uphold our legal duty to safeguard. Ethos-Little Gems fully recognises our responsibility to protect children from harm. We strive to promote the positive wellbeing of all children in our care by providing a nurturing and supportive environment, where children can learn safely. Our policy applies to all children, staff, volunteers, visitors, parents and students. All staff and volunteers will be trained to respond to a disclosure from a child and will know the procedure to follow.
<i>Name and contact details of Designated Safeguarding Person (DSP) and their Deputy</i> <i>Name and contact details of Safeguarding Lead Practitioner (SLP) and their Deputy</i>	Ensure this is on Page 1 and in bold. • Include a contact number for each person and specify what times they are contactable on this number. If you are including an email address to be used for reporting safeguarding concerns you need to be aware of data protection and confidentiality issues e.g. sensitive information being sent to wrong address, an email going into junk and not being picked up, other staff other than the DSP having access to emails, safe storage of emails after being received, the content of the email received not being sent encrypted. If you are still going to use email, you just need to think how you will reduce the risk of these things happening. • Also include what needs to happen if the DSP cannot be contacted e.g. -If the DSP/Deputy DSP are unavailable anyone with a safeguarding concern can contact The Children's Advice and Duty Service (CADS). -A staff member or volunteer can call (0344 800 8021) -A member of the public or parent can call (0344 800 8020).

<i>Roles and Responsibilities of DSP</i>	This will vary slightly depending on how your organisation operates, so personalise it to your organisation. Some examples: -The named person that safeguarding concerns are reported to -Liaise with Children's Services and other agencies and make referrals to The Children's Advice and Duty Service or Local Authority Designated Officer when required -Responsible for making sure the policy is reviewed yearly and updated when changes happen at local/national level -Ensure all staff/volunteers/visitors/parents are aware of this policy and the procedures to follow. -Ensure all staff and volunteers have received appropriate safeguarding information during induction and have received safeguarding training -Ensure that safer recruitment practices are followed -Update staff on changes to safeguarding -Completed DSP/SLP Training -Follow the Norfolk Continuum of Needs Guidance produced by the Norfolk Safeguarding Children Partnership (NSCP)
<i>Safer Working Practices for staff and volunteers</i>	The following needs to be covered here: -How are staff/volunteers made aware of this policy and any changes? It is good practice to get them to sign a distribution sheet and get them to resign each time changes are made. -What Safer Recruitment steps are in place? (e.g. job description, person specification, application form, interview, references, qualifications checked) -What is the Procedure for DBS Checks? We will always gain the correct level of DBS disclosure appropriate to the role. If we are unsure as to what level of DBS check is required for the role, we will consult the <u>DBS Webpages</u> or contact The DBS Regional Outreach service and speak to the Adviser for the East of England. They can be contacted <u>here</u>. Unless an individual is on the update service any information revealed on a DBS certificate will be accurate at the time the certificate was issued. There is no official expiry date for a DBS certificate. However our organisation will request a new DBS check every.....years as part of our ongoing safer working practices. <i>DBS Update Service</i> If our organisation is using the DBS Update Service we will consult the following guidance for advice on the process:

Update Service, Employer Guide - [DBS Update Service: employer guide - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/db-update-service-employer-guide)

-What is the safeguarding induction process for staff / volunteers?

-What training will staff/ volunteers have? (Safeguarding / First Aid)

It is important that as a minimum anyone with contact with children should attend the Safer Programme's Introduction to Child Safeguarding Course or an equivalent course. This should be renewed every 3 years and your policy should state this.

It is important to have a Code of Conduct for Staff and Volunteers as this forms part of safer working practices.

It can be in a separate document, but mentioned within your policy, or added to this policy appendix.

Things to cover in your code of conduct could include the following (we have a separate code of conduct template that you can use)

- Confidentiality
 - Behaviour
- Dress and appearance
- Gifts, rewards, and favouritism
- Online Safety (including Photography, Videos, Mobile Phones, Smart Watches, Social Media)
 - Physical contact
 - One to one situations
 - Transporting children
 - Trips and outings
 - Intimate/Personal Care

Questions to consider when creating a Code of Conduct:

- What are your expectations of staff and volunteers?
- What attitudes and behaviours do you want them to role model?
 - What things are not acceptable?
- If parents are onsite what are your expectations of them?
- How will you ask people to sign up to / agree any Code of Conduct or group rules?
- Is it appropriate for your organisation to also have a Code of Conduct for children / young people?

<i>Safer Working Practices for volunteers under 18</i> Only include this section if relevant to your organisation.	There are several issues to consider when using volunteers who are under 18: -You need to check your liability insurance covers young volunteers, especially if they are under 16. -For volunteers aged 16 and above, you need to set out what your procedure is for DBS checks. -You need to consider the hours you are asking young people to volunteer and make sure appropriate breaks are issued. Examples of safer working practices for volunteers under 18's (amend as appropriate) • We will carry out a risk assessment to identify any potential safeguarding issues and will put steps in place to reduce any risks. • Volunteers under 18 will never be left alone to supervise others or included in adult to child supervision ratios. • To check the young person is the right fit for the role we will carry out an informal interview. • We will get the young person to sign a written agreement where we clearly set out what their role is and our expectations of them. • For young people under 16 we will get signed parental consent to confirm they are happy with their child becoming a volunteer. Parents will be made aware of our safeguarding policy and who they can contact should any concerns arise about their child during the volunteering. • For over 16's we will consider the young person's individual circumstances to consider if it is still appropriate to obtain parental consent. If we do not seek parental consent, we still inform parents that they are volunteering with us. • Young volunteers will receive an induction and training at an age-appropriate level and suitable to their role. • There will be Code of Conduct for volunteers under 18's, which they will be asked to sign. They will be made aware of what happens if the Code is breached. • If young volunteers are working with other children, they will receive training from our DSP/SLP on their safeguarding responsibilities and what they need to do if they have concerns about their own or someone else's wellbeing. They will be issued with a safeguarding summary statement; with the key information they need for their role. • We will put support in place for young volunteers, so they gain the most from their role. Each volunteer has a named adult staff member mentor allocated to them. Experienced young volunteers will be buddied up with a new volunteer (under the guidance of a staff member).
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<i>Procedure for handling a disclosure from a child</i>	How will you handle any disclosures in your organisation? Key points to consider when dealing with a disclosure: • Listen and be supportive. • Do not ask any leading questions, interrogate the child, or put ideas in the child's head, or jump to conclusions. • Do not stop or interrupt a child who is recalling significant events. • Never promise the child confidentiality– it must be explained that information will need to be passed on to help keep them safe. • Record what was said immediately as close to what was said as possible. Also record what was happening immediately before the child disclosed. • Name, sign and date the record in ink. • Contact the designated person immediately. Answer these questions in this section: -How will you record a disclosure in your organisation? -Will you have a safeguarding concerns form that has to be completed? -Will you use body map to highlight the site of any injuries?
<i>Contacting the Children's Advice and Duty Service (CADS)</i>	The Children's Advice and Duty Service-CADS • If we are concerned that a child or children is experiencing or likely to suffer significant harm we will telephone (CADS) immediately on 0344 800 8021 • When considering whether to contact CADS we will consult the CADS Flowchart in Appendix.....) and the <u>Norfolk Continuum of Needs Guidance 2023</u> produced by the Norfolk Safeguarding Children Partnership (NSCP) • We will gain consent from the parent to contact CADS, unless to do so would place the child at further risk of harm or undermine a criminal investigation. • CADS will advise us of the action required to resolve the concerns either directly or with the support of partner agencies, not necessarily Children's Services. Or a formal referral, recording the level of need. Depending on the level, the referral will be processed into either a Family Support Team or Social Work Team. • A consultation feedback letter will be provided as a record of all conversations and provide a clear audit trail of the outcome agreed. • We will not investigate and will be led by the Local Authority and/or the Police. • We will keep written dated records of all conversations with CADS. • We understand if we are unhappy about a decision made by CADS we can use the Resolving Professional Disagreements policy on https://norfolkscp.org.uk/ • Members of the public or parents can contact CADS on 0344 800 8020

<i>The Prevent Duty</i>	PREVENT - Prevent is part of the UK's Counter-terrorism strategy <u>CONTEST</u>. The aim of Prevent is to stop people from becoming terrorists or supporting terrorism. The key terms to be aware of are as follows: Extremism - the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. Radicalisation - refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups. Terrorism - action that endangers / causes serious violence to a person/people; causes serious damage to property; or seriously interferes with / disrupts an electronic system. <u>Responding to a Concern-Notice – Check – Share</u> Notice A staff member or volunteer working with a child or young person could be the person to notice that there has been a change in the individual's behaviour that may suggest they are vulnerable to radicalisation. Every case is different, and there is no checklist that can tell us if someone is being radicalised or becoming involved in terrorism. There are some common signs that may mean someone is being radicalised. • Expressing an obsessive or angry sense of injustice about a situation and blaming this on others. • Expressing anger or extreme views towards a particular group such as a different race or religion. • Suggesting that violent action is the only way to solve an issue, sharing extreme views or hatred on social media. Check The next step is for the staff member or volunteer to speak to the manager or safeguarding lead to better understand the concerns raised by the behaviours observed to decide whether intervention and support is needed. In many cases there will be an explanation for the behaviours that either requires no further action or a referral not related to radicalisation or extremism. Share Where the staff member or volunteer still has concerns that the individual may be vulnerable to radicalisation, then the organisation's safeguarding procedures will be followed, and this safeguarding concern will be reported to the Children's Advice and Duty Service (CADS). Following this the Prevent referral form should be completed, which can be downloaded from here <u>referral form</u> and sent to:
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	<u>preventreferrals-NC@Norfolk.police.uk</u> An initial assessment of the referral will be carried out prior to any further information gathering on the individual. For urgent radicalisation concerns contact Norfolk police on 101 or, in an emergency, 999. Additional <u>information and guidance on Prevent</u> is available on the Norfolk County Council website.
<i>Types of Abuse</i>	Definitions of Abuse and Neglect from Working Together to Safeguard Children 2023 Safeguarding and promoting the welfare of children is defined for the purposes of this guidance as: • providing help and support to meet the needs of children as soon as problems emerge • protecting children from maltreatment, whether that is within or outside the home, including online • preventing impairment of children's mental and physical health or development • ensuring that children grow up in circumstances consistent with the provision of safe and effective care • promoting the upbringing of children with their birth parents, or otherwise their family network • taking action to enable all children to have the best outcomes in line with the outcomes set out in the Children's Social Care National Framework. Child protection is part of safeguarding and promoting the welfare of children and is defined for the purpose of this guidance as activity that is undertaken to protect specific children who are suspected to be suffering, or likely to suffer, significant harm. This includes harm that occurs inside or outside the home, including online. <i>What is abuse and neglect?</i> Abuse - A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others. This can be particularly relevant, for example, in relation to the impact on children of all forms of domestic abuse, including where they see, hear, or experience its effects. Children may be abused in a family or in an institutional or extra-familial contexts by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

Physical abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning, or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse

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

Sexual abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect

The persistent failure to meet a child's basic physical and/or psychological needs, likely

	to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: • provide adequate food, clothing, and shelter (including exclusion from home or abandonment) • protect a child from physical and emotional harm or danger • ensure adequate supervision (including the use of inadequate caregivers) • ensure access to appropriate medical care or treatment • provide suitable education It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs Additional safeguarding concerns to be aware of are: • Child Sexual Exploitation • FGM – Female Genital Mutilation • Forced Marriage • Honour Abuse • County Lines • Child Criminal Exploitation • Radicalisation • The Prevent Duty • Online Abuse For more information on these head to the Policy Appendix 2 (add this into your policy at the end as an appendix).
<i>Managing Allegations against people working with children</i> This long guidance is from the Norfolk LADO and needs to be added to your policy	Our aim is to provide a safe and supportive environment which secures the wellbeing and very best outcomes for the children who attend our setting. We do recognise that sometimes the behaviour of adults may lead to an allegation of abuse being made. Allegations sometimes arise from a differing understanding of the same event, but when they occur, they are distressing and difficult for all concerned. We also recognise that many allegations are genuine and there are some adults who deliberately seek to harm or abuse children. We work to the thresholds for harm as set out in ‘<i>Working Together to Safeguard Children</i>’ (2023). An allegation may relate to a person who works / volunteers with children who has:

and personalised to your organisation.	• behaved in a way that has harmed a child, or may have harmed a child and/or; • possibly committed a criminal offence against or related to a child and/or; • behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children; and/or • behaved or may have behaved in a way that indicates they may not be suitable to work with children. The 4th bullet point above recognises circumstances where a member of staff (including locum or supply staff) or volunteer is involved in an incident outside of setting/agency/work place which did not involve children but could have an impact on their suitability to work with children; this is known as transferrable risk. At _____ we recognise our responsibility to report / refer allegations or behaviours of concern and / or harm to children by adults in positions of trust known to us, but who are not employed by our organisation to the LADO service directly at lado@norfolk.gov.uk We will take all possible steps to safeguard our children and to ensure that the adults at _____ are safe to work with children. When concerns arise, we will always ensure that the safeguarding actions outlined in the local protocol and procedures <u>NSCP Protocol 8.3 – Allegations Against Persons who Work/Volunteer with Children</u> and <u>The Management of Allegations Against People Working with Children Procedure</u> are adhered to and will seek appropriate advice. If an allegation is made or information is received about <i>any</i> adult who works/ volunteer in our setting which indicates that they may be unsuitable to work / volunteer with children, the member of staff receiving the information will inform _____ immediately. This includes concerns relating to agency, supply and specialist staff, students and volunteers. Should an allegation be made against the <i>[title of most senior member of staff]</i>, this will be reported to _____. In the event that _____ is not contactable on that day, the information must be passed to and dealt with by _____. <i>**This section to be completed with the details of the organisation’s management and governance structure.</i> <i>**If you run a group alone, then include the following below, instead of the above paragraph:</i> If a parent attending the group or a volunteer at the group makes an allegation about The Designated Officer, they can directly report their concern to the Local Authority Designated Officer (LADO). The parent or volunteer will need to complete a LADO
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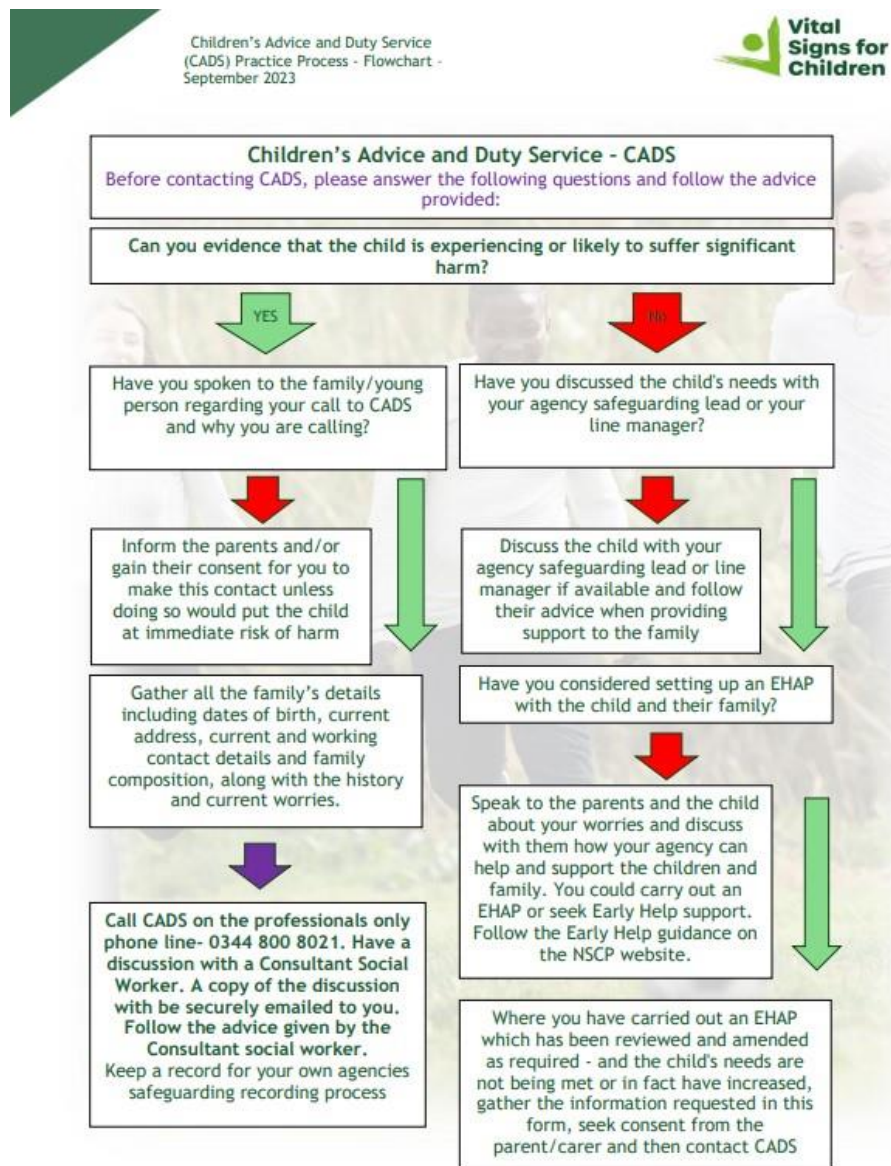
	referral form which can be downloaded from the Norfolk Safeguarding Children Partnership Website, and emailed to the LADO service directly at lado@norfolk.gov.uk The Designated Safeguarding lead, should within 1 working day, report the allegation to the LADO in accordance with this procedure, by completing a LADO referral form. The referral form can be downloaded here, along with more information: https://norfolklscp.org.uk/people-working-with-children/how-to-raise-a-concern For further information on the role/remit of Norfolk LADO Service, please see NSCP Protocol 8.3 – Allegations Against Persons who Work/Volunteer with Children and The Management of Allegations Against People Working with Children Procedure If you must report an allegation to any other professional body (e.g. Ofsted) also include the procedure for that within this section.
<i>Making a Barring Referral to the Disclosure and Barring Service</i>	If an allegation has been made about a staff member or volunteer, then our organisation has a legal duty to make a barring referral if the following conditions are met: Condition 1 • you withdraw permission for a person to engage in regulated activity with children and/or vulnerable adults. Examples: dismissed, re-deployed, retired, been made redundant or retired. Condition 2 You think the person has carried out 1 of the following: • engaged in relevant conduct in relation to children and/or adults. An action or inaction has harmed a child or vulnerable adult or put them at risk or harm or; • satisfied the harm test • received a caution for, or a conviction for, or been convicted for a relevant offence More information on Barring Referrals can be found online If we need guidance on making a Barring Referral, we will contact the East of England DBS Outreach Advisor for support. A Barring Referral can be completed online via the DBS website You need to include who in the organisation will have the responsibility for making a barring referral. You also need to specify who will make this barring referral if the allegation is against the named person. There could be times when we might consider that we should still make a referral in the interests of safeguarding children even if the legal duty to refer has not been met. This could include acting on advice of the police or a safeguarding professional, or in

	situations where there may not be enough evidence to dismiss or remove a person from working with vulnerable groups. DBS are required by law to consider any and all information sent to them from any source. This includes information sent to them where the legal referral conditions are not met. If we do make a referral to DBS where the referral conditions are not met, we will do so in consideration of relevant employment and data protection laws.
<i>Working with parents and carers</i>	Within this section you need to say how parents are made aware of this policy. Examples: -Parents will be asked to sign a distribution list confirming they have read our policy. -Parents will sign a consent form at the start of their child's involvement, which will include a copy of the safeguarding policy to sign. The below two points need to be contained within your safeguarding policy, and you also need to explain how you will make parents aware of these points e.g. these statements could be contained on registration form with a tick box and a parental signing part -Parents will be informed of our legal duty to assist other agencies with Safeguarding enquiries and what happens should we contact The Children's Advice and Duty Service (CADS). -Parents will be made aware that we will need to share information with the relevant authorities if we have concerns about the welfare of their child, and that we do not have to seek consent from them if there are serious concerns about harm or likely harm to their child.
<i>Records and Confidentiality</i>	What records will you keep and how will you keep them? What personal information do you need to record and how? How will you record any safeguarding concerns and log what action has been taken? Who will have access to safeguarding records? How will you store safeguarding records securely? You also need to include a statement on around confidentiality and information sharing. Example: Our organisation cannot guarantee confidentiality if there is a child safeguarding concern, as we will need to share these concerns with the Children's Advice and Duty Service. It is an expectation that our organisation will seek consent to share information first unless to do so would place somebody at risk of harm or undermine a criminal investigation.

<i>Online Safety</i>	You should have a separate Online Safety Policy, but you also need to include some information in your safeguarding policy on online safety. Online Safety includes the use of photography and video, the internet and social media sites, mobile phones and smart watches. Points to cover here: (Not all points will be relevant to all organisations) -What rules are in place for personal mobile phones, cameras and other electronic devices with imaging and sharing capabilities (this includes smart watches)? -How do you seek parental consent for taking images/videos of children? -If using technology to take photos/videos, how do you keep this content safe? -If children are allowed online in your organisation what measures are in place to keep them safe? -If children/young people bring their own technology to your organisation, what are your rules? -What does your staff code of conduct say about online usage? -What are the rules on staff/volunteers using their own devices while in workplace? -Do you have an Acceptable Usage Agreement for Staff which sets out the expectations for how they should behave when online?
<i>Relevant Guidance and Legislation</i>	This may vary depending on the type of organisation that you are in. The main ones for everyone are: -Working Together to Safeguard Children 2023 -What to do if You're Worried a Child is Being Abused 2015 -Children Act 2004 -Children Act 1989 -The Online Safety Act 2023 -Data Protection Act 2018 -Norfolk Continuum of Needs Guidance 2023 <u>Norfolk Guidance to Understanding Continuum of Needs NSCP PWWC (norfolknscp.org.uk)</u> -Norfolk Safeguarding Children Partnership Policies and Procedures <u>Polices & Procedures Norfolk Safeguarding Children Partnership (norfolknscp.org.uk)</u> Others which may be applicable: -The Early Years Foundation Stage (2024) -Keeping Children Safe in Education (2023)
<i>Other Relevant Policies</i>	Include here a list of any other policies you have which are connected to safeguarding. Ensure the list of policies is personalised to the ones you have in your organisation. Example:

	Our safeguarding policy should be read in conjunction with the other following policies which also fall under our safeguarding umbrella: -Safer recruitment -Code of Conduct -Health and Safety -Online Safety -Managing Allegations and Whistleblowing -Confidentiality and Information Sharing
<i>Useful Contacts</i>	This may vary depending on your organisation, so add in any relevant numbers. Norfolk Children's Advice and Duty Service (CADS) 0344 800 8021 Norfolk Children's Services 24 hours 0344 800 8020 Norfolk Police 101 / In an emergency 999 Norfolk Local Authority Designated Officers (LADO) Team lado@norfolk.gov.uk Norfolk Safeguarding Children Partnership (NSCP) norfolklscp.org.uk Safer Programme 01603 228966 safer@norfolk.gov.uk The Disclosure and Barring Service Regional Outreach Service The DBS Regional Outreach service - GOV.UK (www.gov.uk) Other contacts which may be relevant for you to add -Professional bodies e.g. Ofsted, Charity Commission, Norfolk Early Years Team
Policy Review We will make changes to our policy and procedures in line with Norfolk Safeguarding Children Partnership's guidance on norfolklscp.org.uk Name: Signed: Date: This policy will be reviewed on This policy will be reviewed by	

Appendix 1-The Children's Advice and Duty Service Flowchart



Appendix 2-Additional Safeguarding Issues

Child Sexual Exploitation-CSE is a form of child sexual abuse. It occurs when an individual or group take advantage of an imbalance of power to coerce, manipulate or deceive a children or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. CSE does not always involve physical contact; it can also occur through use of technology.

FGM – Female Genital Mutilation- (*FGM*) is a procedure where the female genitals are deliberately cut, injured or changed, but where there's no medical reason for this to be done. It's also known as "*female circumcision*" or "cutting". FGM is often performed by someone with no medical training who uses instruments such as a knife, scalpel, scissors, glass or razor blade. Children are rarely given anaesthetic or antiseptic treatment and are often forcibly restrained.

FGM is often motivated by beliefs about what is considered acceptable sexual behaviour. It aims to ensure premarital virginity and marital fidelity. FGM is in many communities believed to reduce a woman's libido and therefore believed to help her resist extramarital sexual acts. It is illegal to carry out FGM in the UK. It is also a criminal offence for UK nationals or permanent UK residents to perform FGM overseas or take their child abroad to have FGM carried out. The maximum penalty for FGM is 14 years' imprisonment.

Forced Marriage-People have the right to choose who they marry, when they marry or if they marry at all. Forced marriage is when some face physical pressure to marry (for example, threats, physical violence or sexual violence) or emotional and psychological pressure (eg if they're made to feel like they're bringing shame on their family).

Forced marriage is illegal in England and Wales. This includes:

- taking someone overseas to force them to marry (whether or not the forced marriage takes place)
- marrying someone who lacks the mental capacity to consent to the marriage (whether they're pressured to or not)

Honour Abuse-Honour based violence is a violent crime or incident which may have been committed to protect or defend the honour of the family or community.

It is often linked to family members or acquaintances who mistakenly believe someone has brought shame to their family or community by doing something that is not in keeping with the traditional beliefs of their culture. For example, honour based violence might be committed against people who:

- become involved with a boyfriend or girlfriend from a different culture or religion
- want to get out of an arranged marriage
- want to get out of a forced marriage
- wear clothes or take part in activities that might not be considered traditional within a particular culture

Women and girls are the most common victims of honour based violence however it can also affect men and boys. Crimes of 'honour' do not always include violence. Crimes committed in the name of 'honour' might include:

- domestic abuse
- threats of violence

- sexual or psychological abuse
- forced marriage
- being held against your will or taken somewhere the victim doesn't want to go
- assault/killing

County Lines-A term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other form of 'deal line'. They are likely to exploit children and vulnerable adults to move and store the drugs and money, and they will often use coercion, intimidation, violence (including sexual violence) and weapons.

Child Criminal Exploitation-A term to describe where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18 into any criminal activity:

- (a) in exchange for something the victim needs or wants; and/or
- (b) for the financial or other advantage or the perpetrator or facilitator; and/or
- (c) through violence or the threat of violence.

The victim may have been criminally exploited even if the activity appears consensual. Child criminal exploitation does not always involve physical contact; it can also occur through the use of technology.

Radicalisation -When we talk about radicalisation it means someone is being encouraged to develop extreme views or beliefs in support of terrorist groups and activities. radicalisation and the potential path towards terrorism and extremism can occur through face to face or online interactions. It is sadly the case that it is becoming easier than ever to be groomed by terrorist recruiters on the internet and to find extremist materials.

Encouraging susceptible individuals to commit acts of terrorism on their own initiative is a deliberate tactic seen in emerging ideologies and seen in their propaganda. This is exacerbated by online environments which bring together and facilitate individuals sharing and validating thoughts and ideas.

Every case is different, and there is no checklist that can tell us if someone is being radicalised or becoming involved in terrorism. The importance of noticing the hallmarks of concern within these online communities, in friends or wider social spaces as well as work and educational settings has probably never been as important as it is now. There are some common signs that may mean someone is being radicalised.

- Expressing an obsessive or angry sense of injustice about a situation and blaming this on others.
- Expressing anger or extreme views towards a particular group such as a different race or religion.
- Suggesting that violent action is the only way to solve an issue, sharing extreme views or hatred on social media.

It's often the case that professional curiosity and belief in your own ability to determine if something just doesn't sit right is sometimes a good check point to flag up where something may be going wrong, especially in the early stages of radicalisation.

The PREVENT Duty-Prevent is part of the UK's Counter-terrorism strategy CONTEST. The aim of Prevent is to stop people from becoming terrorists or supporting terrorism.

Prevent work also extends to supporting the rehabilitation and disengagement of those already involved in terrorism. The objectives of Prevent are:

- Tackling the ideological causes of terrorism
- Intervening early to support people susceptible to radicalisation
- Enabling people who have already engaged in terrorism to disengage and rehabilitate.

An explanation of PREVENT can be found on pages 29 - 32 of CONTEST.

Prevent Duty - Section 26 of the Counter-Terrorism and Security Act (HMG, 2015) placed a duty on specified authorities that they must, in the exercise of their functions, have 'due regard to the need to prevent people from being drawn into terrorism'. This is known as the 'Prevent Duty'.

Channel Panel - Channel is a national programme which focuses on providing support at an early stage to individuals identified as being vulnerable to being drawn into terrorism. Further information can be found within Channel and Prevent Multi-Agency Panel (PMAP) guidance (Home Office, 2021)

Key vocabulary definitions

- **Extremism** - the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs.
- **Radicalisation** - refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups
- **Terrorism** - action that endangers / causes serious violence to a person/people; causes serious damage to property; or seriously interferes with / disrupts an electronic system. Further information can be found within the Terrorism Act 2000 (legislation.gov.uk)

Online Abuse-any type of abuse that happens on the internet. It can happen across any device that's connected to the web, like computers, tablets, and mobile phones. It can happen anywhere online, including: social media, text messages and messaging apps, emails, online chats, online gaming and live-streaming sites. Children can be at risk of online abuse from people they know or from strangers. It might be part of other abuse which is taking place offline, like bullying or grooming. Or the abuse might only happen online.

Children may experience several types of abuse online: Cyberbullying, Emotional abuse- which can include emotional blackmail, Sexting-pressure or coercion to create sexual images, Sexual abuse, Sexual exploitation and Grooming-perpetrators may use online platforms to build a trusting relationship with the child to abuse them.

A child experiencing abuse online might:

- spend a lot more or a lot less time than usual online, texting, gaming or using social media
- seem distant, upset or angry after using the internet or texting
- be secretive about who they're talking to and what they're doing online or on their mobile phone
- have lots of new phone numbers, texts or email addresses on their mobile phone, laptop or tablet

Be mindful that some of the signs of online abuse are similar to other types of abuse.