

**Safeguarding Policy**

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New Beginning Ministries

**Contact details:**

New Beginning Ministries (hereafter “NBM”)\*

**Meeting at:**

Penwortham Community Centre, Kingsfold Dr, Penwortham, Preston PR1 9EQ

Contact: 07742065347 [Pastor Solomon Raj]

**Website:** <https://www.nbmpreston.com>

**Facebook:** <https://www.facebook.com/nbmpreston>

**Instagram:** <https://www.instagram.com/nbmpreston/>

**Designated Safeguarding Officer:**

Anton Toussaint | +44 7906 101555 | [antontee@hotmail.co.uk](mailto:antontee@hotmail.co.uk)

**Deputy Safeguarding Officer**

Susanna Raj | 07384633310 | [susanna.raj2001@yahoo.co.uk](mailto:susanna.raj2001@yahoo.co.uk)

**Professional Adviser (Safeguarding):**

Simon Bass, Church Safeguarding Consultancy Limited. Telephone: 07761 486 764

**Insurance Company:** Public Liability

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## **Policy**

### **Purpose of a safeguarding policy**

As a ministry we recognise the need to provide a safe and caring environment for all including children, young people and adults at risk of harm. Children rely on adults to keep them safe, therefore in our ministry those working with children, either directly or indirectly should be committed to safeguarding children in their care; this means providing a safe, stable, and nurturing environment where children can reach their full potential.

Similarly, we recognise that without our ministry there may be adults in need of protection, care and support due to vulnerability, whether that is a permanent or temporary state. We are aware too that within our ministry there are relationships of trust, which flourish best within healthy churches and environments, where there is openness, transparency and accountability.

Our church is a place that is open to all, which means we can have survivors of abuse, children and adults in need of protection, along with those who may pose a risk of harm due to past behaviours, including convictions for sexual and violent offences. We therefore will ensure that in implementing our policy we promote the welfare of children and adults, and manage anyone who may pose a risk of harm.

### **Safeguarding awareness**

The ministry leadership at NBM are 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 appropriate safeguarding training on a regular basis.

## **Leadership Statement on Safeguarding**

As a ministry leadership we are committed to:

- Establishing a loving environment, which is safe and caring, and where there is an informed vigilance about the dangers of abuse.
- Following the relevant legislation, statutory, denominational and specialist guidelines in relation to safeguarding children and adults at risk.
- Ensuring that we keep up to date with national and local developments relating to safeguarding.
- Building constructive links with the relevant Statutory Authorities.  
Taking all reasonable steps to ensure that as a ministry, everyone works within the agreed procedures of our safeguarding policies.
- Supporting our Safeguarding Officer in their work and in any action, they may need to take in order to protect children and adults at risk.
- Following safer recruitment principles in the appointment and selection of all those who work with children and adults at risk, be they volunteer or paid staff including ministers. Supporting, supervising, resourcing and training all those who undertake work with children and adults at risk.
- Ensuring that the children and adults we have contact with know that they are valued and feel empowered to tell us if they are suffering harm.
- Reporting any abuse of children or adults at risk that we discover or suspect.
- Supporting all those in our ministry who are affected by abuse.
- Supporting and supervising those who pose a risk to children or adults at risk implementing any safeguarding agreement which outlines a contract of behaviour and liaising with the statutory authorities in its formation.

## **Safer Working Practices with Children and Young People**

New Beginning Ministries volunteers will respect all children, young people and adults and promote their well-being

New Beginning ministries will create and maintain environments that:

- Are safer for all
- Promote well-being
- Prevent abuse
- Create nurturing, caring conditions for children, young people and adults

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New Beginning Ministries will challenge any abuse of power by ensuring all volunteers adhere to safe working practice, and are supported in challenging bullying and abusive behaviour. It will ensure that children, young people and adults will be listened to and supported.

New Beginning Ministries follows the ratio recommendations of NSPCC regarding adult to child ratios:

The NSPCC recommend having at least two adults present when working with or supervising children and young people.

- **0 – 2 years** – one adult to three children
- **2 – 3 years** – one adult to four children
- **4 – 8 years** – one adult to six children
- **9 – 12 years** – one adult to eight
- **13 – 18 years** – one adult to ten children

All New Beginning Ministries volunteers should:

- be aware of and understand New Beginning Ministries safeguarding policy
- treat all children and young people fairly and without prejudice or discrimination
- ensure that all language, tone of voice and body language is respectful
- always aim to work with or within sight and hearing of another adult
- ensure that another adult is informed if a child needs to be taken to the toilet
- ensure that children and young people know who they can talk to or contact if they need to speak to someone about a personal concern and encourage them to speak out if they feel uncomfortable or concerned.
- administer any necessary first aid with others around
- record any incidents that concern you or make you feel uncomfortable and give the information to Anton Toussaint or Susanna Raj without delay
- Obtain parental consent before providing transport to a child or young person, and wherever possible, have another adult present in the vehicle

All New Beginning Ministries volunteers should **not**:

- invade a child's privacy whilst they are washing or using the toilet
- play rough physical or sexually provocative games
- use any form of physical punishment

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- be sexually suggestive in the presence of or to a child, even as a joke
- touch a child inappropriately or forcefully
- show favouritism to any one child or group
- smoke any substance, vape or consume alcohol in the presence of children or when responsible for them
- share sleeping accommodation with children
- arrange social occasions (this includes online activity) with children or invite them to your home outside organised group events without parental consent, and where at least one other adult is present)
- allow unknown adults access to children
- allow strangers and those who are not authorised to give children lifts.

### **Social Media Policy:**

#### **Policy statement**

New Beginning Ministries recognises that the internet provides unique opportunities to:

- participate in interactive discussions
- engage with the wider community
- share information on particular topics

This also includes using a wide variety of social media, such as Facebook, Twitter, Blogs and YouTube. However, the serving teams' use of social media can pose risks to the New Beginning Ministries reputation, confidential and proprietary information. It can also jeopardise the New Beginning Ministries compliance with legal obligations.

This policy aims to minimise these risks, avoid loss of productivity and ensure that New Beginning Ministries IT resources and communications systems are used only for appropriate ministry related purposes. New Beginning Ministries expects all serving team to adhere to this policy, which outlines the responsibilities when accessing and using social media websites.

#### **Applicability**

This policy covers all individuals working at all levels including trustees, pastors and the serving team (collectively referred to as team in this policy).

Third parties who have access to the New Beginning Ministries electronic communication systems and equipment are also required to comply with this policy.

### **Scope and purpose**

This policy deals with the use of all forms of social media, which includes:

- Facebook
- Snapchat
- Whatsapp
- LinkedIn
- Twitter
- Instagram
- YouTube
- all other social networking sites and internet posting forums

This policy applies to the use of social media for both New Beginning Ministries and personal purposes, whether during serving hours or otherwise. The policy applies regardless of whether the social media is accessed using New Beginning Ministries IT facilities and equipment or equipment belonging to members of the team.

The purpose of this policy is to:

- encourage good practice
- protect the New Beginning Ministries team and our community
- clarify where and how existing policies and procedures apply to social media
- promote effective and innovative use of social media as part of New Beginning Ministries activities

Breach of this policy could result in being asked to step down from the serving team. This may be taken regardless of whether the breach is committed during serving hours, and regardless of whether New Beginning Ministries equipment or facilities are used for the purpose of committing the breach.

Any member of the team suspected of committing a breach of this policy will be required to cooperate with New Beginning Ministries' investigation. New Beginning Ministries also reserves the right to suspend internet access where it deems it necessary during an investigation. When considering any potential breach of this policy, New Beginning Ministries will consider the context of any social media posting.

The team may be required to remove internet postings that are deemed to constitute a breach of this policy.

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### **Responsible use of social media**

The following sections of the policy provide the team with common-sense guidelines and recommendations for using social media responsibly and safely.

#### Protecting New Beginning Ministries ministry & charity reputation

Team must not post disparaging or defamatory statements about:

- New Beginning Ministries
- its team
- its community

Team should also avoid social media communications that might be misconstrued in a way that could damage the New Beginning Ministries ministry & charity reputation, even indirectly.

Unless expressly authorised to speak on behalf of the New Beginning Ministries either using a New Beginning Ministries social media account or otherwise, team should make it clear in social media postings that they are speaking on their own behalf. Team should write in the first person and use a personal email address when communicating through social media.

Team are personally responsible for what they communicate on social media. Team should remember that what they publish might be available to be read by a wider audience for a long time. This audience includes the New Beginning Ministries itself, future church members and other communities. Team should keep this in mind before posting content.

If team are uncertain or concerned about the appropriateness of any statement or posting, they should not make any communication until discussed with an area leader.

If team see content on social media that reflects poorly on New Beginning Ministries or its community, they should contact Anton Toussaint or Susanna Raj.

The team should use New Beginning Ministries official email address for the conduct of New Beginning Ministries related communications through social media or direct people to contact New Beginning via our official accounts on Instagram, Facebook & YouTube.

### **Responsible personnel**

All area leaders have a specific responsibility for operating within the boundaries of this policy, ensuring that all team understand the standards of behaviour expected of them and taking action when behaviour falls below its requirements.

All team are responsible for the effectiveness of this policy and should ensure that they take the time to read and understand it. Any misuse of social media should be reported to Anton Toussaint or Susanna Raj. Questions regarding the content or application of this policy should be directed to Anton Toussaint or Susanna Raj.

### **Protecting children**

Direct communication between non-relative adults and children is discouraged. Instead, necessary communication only should take place on group chats set up by New Beginning Ministries' leaders which must include the parents of the children. This is for accountability and safeguarding reasons.

Regarding the youth group, young people will be added to the group chat only with parental consent. Two adults will remain in the group at all times, for monitoring and accountability purposes.

Any other interactions between adults and children via social media such as 'befriending' or 'following' is discouraged.

Parental consent should be obtained before posting any pictures or videos of children on social media or website pages. The images will be deleted from the social media or website pages after 2 years.

### **Exceptions**

Exceptions to the guiding principles in this policy must be documented and formally approved by

Anton Toussaint, Susanna Raj and New Beginning Ministries.

Policy exceptions must describe:

- the nature of the exception
- a reasonable explanation for why the policy exception is required
- any risks created by the policy exception
- evidence of approval by all appropriate parties

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### **Safer Recruitment Procedures**

All staff (paid workers and volunteers) are safely recruited in line with best practice. This includes references being obtained where appropriate, and for all volunteers, especially those working with children, who qualify for a Disclosure and Barring Service (DBS) criminal record check will be obtained at the appropriate level. Additionally all volunteers will be provided with an induction which will include an explanation of this policy and other safeguarding policies.

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DBS disclosures are obtained from Due Diligence Checking Ltd

<https://www.ddc.uk.net/>

Due Diligence Checking Ltd,  
Meltongate House,  
1282a Melton Road,  
Syston,  
Leicester,  
LE7 2HD

0845 644 3298

### **Training**

All staff (both paid staff and volunteers) will undertake safeguarding training as part of their induction, and will have refresher safeguarding training every two years, at Level 2. Those with designated safeguarding responsibility such as ministry leads, will have Level 3 safeguarding training, with refresher training every two years.

### **Actions to take when there is a suspicion or allegation of abuse**

Where there is a suspicion or disclosure of abuse, the Safeguarding Officer should be contacted immediately.

The safeguarding officer will action all concerns as follows:

Where there is an immediate concern about a child the Safeguarding Officer should contact Children's Social Services. Lancashire Children's Social Care office telephone number (office hours) is 0300 123 6720. Emergency Duty Team Number Social Care Out of Hours (8 pm to 8 am) 0300 123 6722

Lancashire has introduced a Multi-Agency Safeguarding Hub (MASH) for all referrals from police and other agencies. The Contact and Referral Team (CART) responds to all referrals to Children's Social Care.

Where a concern is about anyone working with children then the Designated Officer for the Local Authority (LADO) can be contacted on 01772 536 694

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The Police Child Protection Team telephone number is 0845 053 00069

Where the safeguarding concern is about an adult then contact:

Adult Social Care Services on 0300 123 6721

If unsure whether to report a matter to the statutory agencies then advice can be obtained from: Church Safeguarding Consultancy Limited. Telephone : 07761 486 764

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

The Safeguarding Officer may need to inform others depending upon the circumstances and / or nature of the concern, this could include the Chair of Trustees, the Charity Commission (should there be a serious incident), and the insurance company.

Suspicious 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.

The role of the Safeguarding Officer and 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.

Where there is a concern about the Safeguarding Officer, in those circumstances the person with the concern should make a direct referral to the statutory agencies.

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## **Best practice guidance at New Beginning Ministries**

### **Codes of Conduct**

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

Our code of conduct towards children, young people and adults have been drawn up in consultation with our Safeguarding Officer and leaders of all activities which all workers agree to follow. It is important there is a culture of dignity and respect towards those being cared for. This can be achieved by workers:

- understanding our safeguarding policy and good working practice
- listening to children, young people and adults.
- respecting boundaries and privacy of those being cared for

### **Safer Recruitment**

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

- There is a written job description / person specification for the post
- Those applying have completed an application form and a self-declaration form
- Those short listed have been interviewed
- Safeguarding has been discussed at interview
- Written references have been obtained, and followed up where appropriate
- A criminal records disclosure has been completed
- Qualifications where relevant have been verified
- An induction programme will be provided including undertaking safeguarding training.
- The applicant has completed a probationary period

### **Managing Ex-Offenders, Those who are on a barred list, or others who pose a risk to vulnerable people**

- A formal risk assessment will be made which will include input statutory services where relevant, additional advise and support will be sought from relevant services where appropriate

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- A formal contract will be drawn up which outlines New Beginning Ministries' commitments to the individual, and any control measures required, along with the way these will be implemented
- The contract will be signed by Anton Toussaint or Susanna Raj, and the individual in question
- The contract will be formally reviewed and monitored on a regular basis

## **Appendix 1**

### **Statutory Definitions of Abuse (Children)**

The definitions of abuse below operate in England based on the government guidance **'Working Together to Safeguard Children, London, July 2018**

#### **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. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or 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 such 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.

### **Spiritual Abuse**

Coercion and control of one individual by another in a spiritual context. The target experiences spiritual abuse as a deeply personal attack. This may include manipulation and exploitation, enforced accountability, censorship of decision-making, requirements for secrecy and silence, pressure to conform, misuse of Scripture or the pulpit to control behaviour, requirement of obedience to the abuser, the suggestion that the abuser has a 'divine' position, isolation from others, especially those external to the abusive context. (Lisa Oakley and Kathryn Kimmond, 2014, Journal of Adult Protection.)

This may include emotional, psychological or spiritual harm caused within the context of a religious community, often, but not always involving the misuse of power, authority, position or scripture to manipulate, control and abuse others

### **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:

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

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

### **Child Sexual Exploitation**

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, 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. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

### **Extremism**

Extremism goes beyond terrorism and includes people who target the vulnerable – including the young – by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society.

Extremism is defined in the Counter Extremism Strategy 2015 as 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. We also regard calls for the death of members of our armed forces as extremist.

## Appendix 2

### Statutory Definitions of Abuse (Adults)

The following information relates to the Safeguarding of Adults as defined in the Care Act 2014, Chapter 14. Safeguarding, this replaces the previous guidelines produced in 'No Secrets' (Department of Health 2000)

The legislation is relevant across England and Wales but on occasions applies only to local authorities in England.

The Safeguarding duties apply to an adult who:

- has need for care and support (whether or not the local authority is meeting any of those needs) and;
- is experiencing, or at risk of, abuse or neglect; and
- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Organisations should always promote the adult's wellbeing in their safeguarding arrangements. People have complex lives and being safe is only one of the things they want for themselves. Professionals should work with the adult to establish what being safe means to them and how that can be best achieved. Professional and other staff should not be advocating 'safety' measures that do not take account of individual well-being, as defined in Section 1 of the Care Act. Care Act - <http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted>

This section considers the different types and patterns of abuse and neglect and the different circumstances in which they may take place. This is not intended to be an exhaustive list but an illustrative guide as to the sort of behaviour which could give rise to a safeguarding concern.

**Physical abuse** – including assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.

**Domestic violence** – including psychological, physical, sexual, financial, emotional abuse; so called ‘honour’ based violence.

**Sexual abuse** – including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure and sexual assault or sexual acts to which the adult has not consented or was pressured into consenting.

**Psychological abuse** – including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.

**Financial or material abuse** – including theft, fraud, internet scamming, coercion in relation to an adult’s financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

**Modern slavery** – encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.

**Discriminatory abuse** – including forms of harassment, slurs or similar treatment; because of race, gender and gender identity, age, disability, sexual orientation or religion.

**Organisational abuse** – including neglect and poor care practice within an Institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one’s own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

**Neglect and acts of omission** – including ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

**Self-neglect** – this covers a wide range of behaviour neglecting to care for one’s personal hygiene, health or surroundings and includes behaviour such as hoarding.

Incidents of abuse may be one-off or multiple, and affect one person or more.

### **Appendix 3**

#### **Reporting a 'Serious Incident' to the Charity Commission**

Under Charity Commission regulations a Serious Incident occurs where a result has, or could, entail ‘...a significant loss of funds or a significant risk to the charity’s property, work, beneficiaries or reputation. They should be reported as soon as possible.

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As far as allegations of abuse are concerned Charity Commission guidance states:

'You should report this if any one or more of the following occur:

- There has been an incident where the beneficiaries of your charity have been or are being abused or mistreated while under the care of your charity or by someone connected with your charity such as a trustee, member of staff or volunteer
- There has been an incident where someone has been abused or mistreated and this is connected with the activities of the charity.
- Allegations have been made that such an incident may have happened regardless of when the alleged abuse or mistreatment took place
- You have grounds to suspect that such an incident may have occurred.'

The Charity Commission states that these are 'zero tolerance' issues which would always be investigated by them. Serious incidents also include not having adequate safeguarding policies in place and failure to carry out Disclosure checks on workers and trustees (where legally possible); in summary, anything that could affect the good reputation of the charity.

Those charities whose incomes exceed £25,000 must declare all Serious Incidents as part of their Annual Returns. Failure in the latter respect also signifies failure regarding the charity's legal obligations. Charities can make a report in the following ways:

- Writing to Charity Commission Direct, P O Box 1227, Liverpool L69 3UG
- Telephoning 0845 300 0218
- E-mailing [RSI@charitycommission.gsi.gov.uk](mailto:RSI@charitycommission.gsi.gov.uk)

The guidance and further information can be found on the charity Commission website: [www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)

### **Appendix 4**

#### **Signs of Possible Abuse (Children)**

The following signs could be indicators that abuse has taken place but should be considered in context of the child's whole life.

#### **Physical**

- Injuries not consistent with the explanation given for them
- Injuries that occur in places not normally exposed to falls, rough games, etc
- Injuries that have not received medical attention
- Reluctance to change for, or participate in, games or swimming
- Repeated urinary infections or unexplained tummy pains
- Bruises on babies, bites, burns, fractures etc which do not have an accidental explanation
- Cuts/scratches/substance abuse

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### Sexual

- Any allegations made concerning sexual abuse
- Excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour
- Age-inappropriate sexual activity through words, play or drawing
- Child who is sexually provocative or seductive with adults
- Inappropriate bed-sharing arrangements at home
- Severe sleep disturbances with fears, phobias, vivid dreams or nightmares, sometimes with overt or veiled sexual connotations
- Eating disorders - anorexia, bulimia

### Emotional

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes clinging.
- Depression, aggression, extreme anxiety.
- Nervousness, frozen watchfulness
- Obsessions or phobias
- Sudden under-achievement or lack of concentration
- Inappropriate relationships with peers and/or adults
- Attention-seeking behaviour
- Persistent tiredness
- Running away/stealing/lying

### Neglect

- Under nourishment, failure to grow, constant hunger, stealing or gorging food, Untreated illnesses
- Inadequate care

The Lancashire Continuum of Need provides 4 levels to described family circumstances

**LEVEL 1** Universal – thriving

**LEVEL 2** Additional Support Needs – Just coping

**LEVEL 3** Complex Support Needs – Struggling to Cope

**LEVEL 4** Intensive Needs – Not Coping



## Appendix 5

### Signs of Possible Abuse (Adults)

#### Physical abuse

Cuts and bruises don't necessarily mean a child is being physically abused – all children have accidents, trips and falls. Physical abuse includes: Hitting, slapping and beating, shaking, pinching, throwing and pushing, kicking, burning, drowning and hair pulling, suffocating, poisoning and using inappropriate restraint

#### Indicators

- Any injuries not consistent with the explanation given for them
- Cuts, lacerations, puncture wounds, open wounds, welts
- Bruising and discolouration particularly in places not normally exposed to falls, rough games etc.
- Bruising around the eyes, burns, broken bones and skull fractures

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- Any injury that has not received medical attention or been properly cared for
- Poor skin condition or poor skin hygiene
- Loss of hair, loss of weight and change of appetite
- Repeated or unexplained tummy pains
- Flinching at physical contact
- Wearing inappropriate clothes such as keeping fully covered, even in hot weather;
- Person appears frightened or subdued in the presence of a particular person

### **Sexual Abuse**

Rape, sexual assault or sexual acts to which the person has not consented, could not consent or was pressurised into consenting, indecent assault, incest, being forced to touch another person in a sexual manner without consent. Indecent exposure, being forced to watch pornographic material or sexual acts.

### **Indicators**

- Emotional distress
- Preoccupation with anything sexual and age-inappropriate knowledge of sexual behaviour
- Mood changes
- Expressions of feelings of guilt or shame
- Itching, soreness, bruises or lacerations, particularly around the genital areas
- Difficulty in walking or sitting, or unexplained vaginal or anal bleeding
- A child who is sexually provocative or seductive with adults
- Disturbed sleep patterns
- Torn, stained or bloody underclothing
- Significant changes in sexual behaviour or outlook
- Eating disorders
- Promiscuity or prostitution
- Comments such as “I’ve got a secret”,
- Fear of certain places e.g. bedroom or bathroom

### **Emotional Abuse**

Mocking, coercing, threatening or controlling behaviour, bullying, intimidation, harassment or humiliation, making someone feel worthless, a lack of love or affection or ignoring the person

### **Indicators**

- Changes in mood, attitude and behaviour

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- Changes in sleep pattern or persistent tiredness
- Loss of appetite
- Helplessness or passivity
- Confusion or disorientation
- Implausible stories and attention seeking behaviour
- Low self-esteem
- Inappropriate relationships with peers or adults
- Bed-wetting or bed soiling that has no medical cause
- Has not attained significant developmental milestones
- Severe symptoms of depression, anxiety, fear, withdrawal or aggression

### **Neglect**

Failing to provide access to appropriate health, social care or education services, failing to provide a warm, safe and comfortable environment, ignoring medical or physical care needs, including not providing adequate food or not clothing them sufficiently, leaving alone or unsupervised

### **Indicators**

- Looking unkempt or dirty and has poor personal hygiene
- Inadequately supervised or left alone for unacceptable periods of time
- Malnourished, sudden or continuous weight loss, dehydrated, constant hunger, gorging on food
- Dressed inappropriately for the weather conditions
- Untreated medical conditions, pressure sores, rashes, lice on the person
- Depression
- Prolonged isolation or lack of stimulation
- Demonstrates severe lack of attachment to other adults

### **Financial Abuse**

Theft, fraud or embezzlement of monies, benefits or goods, exploitation or profiteering, applying pressure in connection with wills, property or inheritance, or financial transactions.

### **Indicators**

- Unexplained loss of money
- Missing personal belongings such as art, jewellery and silverware
- Deterioration in standard of living, not having money as usual to pay for shopping or regular outings
- Inability to pay bills, getting into debt

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- Sudden changes in a person's finances
- Person unable to access their own money or check their own accounts
- Cheques being signed or cashed by other people without someone's consent
- Recent acquaintances expressing sudden or disproportionate interest in the person and their money

### **Discriminatory Abuse**

Ageist, racist, sexist, or abuse based on a person's disability, abuse linked to a person's sexuality, harassment, slurs or similar treatment, withholding services without proper justification, or lack of disabled access to services and activities.

### **Indicators**

- Low self-esteem
- Withdrawn
- Anger
- Person puts themselves down in terms of their gender or sexuality

### **Institutional Abuse**

The inability of an institution to safeguard people from emotional or even physical harm and neglect, having fixed rules and routines by which people are controlled, people prevented from doing things that are their rights, no access to personal possessions or personal allowance.

### **Indicators**

- Being routinely referred to in a condescending fashion
- Disrespectful language and attitudes
- Being spoken to or treated like a child
- A person's privacy and dignity is routinely compromised
- No evidence of support services care plans that focus on the individual's needs

### **Modern Slavery**

Modern Slavery can include victims that have been brought from overseas, and vulnerable people in the UK, being forced to illegally work against their will in many different sectors, including brothels, cannabis farms, nail bars and agriculture. Poverty, limited opportunities at home, lack of education, unstable social and political conditions, economic imbalances and war are some of the key drivers that contribute to trafficking of victims. What's more, victims can

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

Types of modern slavery include: child trafficking, forced labour, sexual exploitation, criminal exploitation, domestic servitude.

### **Possible indicators:**

- Signs of physical or psychological abuse e.g. looking malnourished or unkempt, appearing withdrawn.
- They may rarely be allowed to travel on their own, seem under the control, influence of others, rarely interact or appear unfamiliar with their neighbourhood or where they work.
- Victims may be living in dirty, cramped or overcrowded accommodation, and / or living and working at the same address.
- They may have no identification documents, have few personal possessions and always wear the same clothes day in day out.
- Victims have little opportunity to move freely and may have had their travel documents retained, e.g. passports.
- They may be dropped off / collected for work on a regular basis either very early or late at night.

## **Appendix 6**

### **Lancashire Safeguarding Children Board / Safeguarding Partnerships**

<http://www.lancshiresafeguarding.org.uk/>

Concerns about a child should be reported on 0300 123 6720 or out of hours 0300 123 6722 (8pm - 8am)

### **Social Care Referrals**

**Lancashire** The Customer Service Centre  
Email address for referrals

0300 123 6720  
cypreferrals@lancashire.gov.uk

Emergency Duty Team (Out of Hours)

0300 123 6721/3

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Adult Social Care – Preston

**Adult Social Care Services**

Telephone: **0300 123 6721**

Abuse can be reported online using the following link to the Alert Form:

<http://lancashire.firmstep.com/default.aspx/RenderForm/?F.Name=YoA2DRjkZAS&HideToolbar=1>

**Modern Slavery National Helpline: 08000 121 700**

## **Appendix 7**

### **TALKING AND LISTENING TO CHILDREN**

#### **If a child wants to confide in you, you *SHOULD***

- Be accessible and receptive;
- Listen carefully and uncritically, at the child's pace;
- Take what is said seriously;
- Reassure children that they are right to tell;
- Tell the child that you must pass this information on;
- Make sure that the child is ok;
- Make a careful record of what was said

#### **You should *NEVER***

- Investigate or seek to prove or disprove possible abuse;
- Investigate, suggest or probe for information;
- Make promises about confidentiality or keeping 'secrets' to children;
- Assume that someone else will take the necessary action;
- Jump to conclusions, be dismissive or react with shock, anger, horror etc;
- Speculate or accuse anybody;
- Confront another person (adult or child) allegedly involved;
- Offer opinions about what is being said or the persons allegedly involved;
- Fail to pass this information on to the correct person

#### **If you do need to ask questions, what is and isn't OK?**

- **Never** asked closed questions i.e. ones which children can answer yes or no to e.g. Did he touch you?

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- Do ask open questions and allow a child to describe things at their own pace and language;
- **Never** make suggestions about who, how or where someone is alleged to have touched, hit etc e.g. Top or bottom, front or back?

### **Recordings should**

- State who was present, time, date and place;
- Be written in ink and be signed, where written electronically, they should be printed off and signed;
- Use the child's words wherever possible;
- Be factual in stating exactly what was said.