



Safeguarding Policy and Procedure (Children)

Document Name	Unique Id	Version	Effective Date	Review Date	Summary of significant changes
Safeguarding Policy and Procedure Children	SPPrC	1	September 2016	September 2017	Updated and approved by Lynn Palfrey
Safeguarding Policy and Procedure Children	SPPrC	2	October 2017	October 2018	Updated to include definitions and signs of abuse
Safeguarding Policy and Procedure Children	SPPrC	3	October 2018	October 2019	Review after AVC universal safeguarding training
Safeguarding Policy and Procedure Children	SPPrC	4.1	January 2019	January 2020	Updated with changes to the Weekend Away
Safeguarding Policy and Procedure Children	SPPrC	4.2	January 2019	January 2020	Under review by ES following recent safeguarding training
Safeguarding Policy and Procedure Children	SPPrC	4.3	July 2020	July 2021	Updated with Designated Safeguarding Lead details, contextual safeguarding, other forms of harm and definitions moved to Appendix

Introduction

Safeguarding is at the heart of all our work with children, young people and adults at risk. Me2 Club has a duty to ensure that it makes arrangements to safeguard and promote the welfare of children and young people, and to protect adults at risk from abuse or the risk of abuse.

The legislation and guidance relevant to safeguarding and promoting the welfare of children and adults at risk includes the following: The Children and Social Work Act (2017), The Children Act 1989 and 2004, Working together to safeguard children (2015), No Secrets (2000), The Crime and Disorder Act (1998), The Health and Social Care Act (2008), Safeguarding Vulnerable Groups Act (2006) and the Care Act (2014).

Purpose and Scope of Policy

Me2 Club aims to provide a safe environment for the children and young people we work with. We are committed to safeguarding in all areas. This policy is to be used by any member of staff or volunteer working directly with children or young people. The policy also relates to any support staff or Trustee of the organisation who become involved in a child protection concern in the course of their work.

All children have a right to protection, and the needs of children with additional needs and others who may be particularly vulnerable must be considered. A child is defined as a person under the age of 18 (The Children Act 1989). Me2 Club also has a vulnerable adults' policy for those over the age of 18.

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring children are growing up in circumstances consistent with the provision of safe and effective care.

Child protection is a part of safeguarding and promoting welfare. It refers to the activity that is undertaken to protect children who are suffering, or are likely to suffer, significant harm. Effective child protection is essential as part of wider work to safeguard and promote the welfare of children. However, all agencies and individuals should aim to proactively safeguard and promote the welfare of children so that the need for action to protect children from harm is reduced.

Responsibilities of Me2 Club

Me2 Club is committed to ensuring that in all situations:

- The welfare of the child is paramount
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual orientation or identity have the right to protection from abuse
- Take all reasonable, practical steps to protect young people from abuse
- All suspicions and allegations of abuse and/or poor practice will be taken seriously and responded to swiftly and appropriately
- All staff and volunteers working for Me2 Club have a responsibility to report concerns to a Designated Safeguarding Officer.

Designated Safeguarding Officers

The Me2 Club Chief Executive is the Designated Lead Safeguarding Officer. A member of the board of trustees will have a strategic responsibility for safeguarding practice across the organisation and will act as Deputy Lead Safeguarding Officer in the absence of the Chief Executive in operational matters. Both will be trained to Designated Safeguarder level.

Designated Lead Safeguarding Officer:

Shaun Polley, Chief Executive shaun@me2club.org.uk or 07821 858852

Trustee strategic lead for safeguarding and Deputy Lead Safeguarding Officer:

Sarah Hilling, sarah@me2club.org.uk or 07789 116774

Definitions of Child Abuse

Child abuse is any avoidable act, or avoidable failure to act, which adversely affects the physical, mental, or emotional well-being of a child.

Physical Abuse, Sexual Abuse, including Child Sexual Exploitation, Emotional/Psychological Abuse and Neglect are all categories of Significant Harm.

Harm in children is defined as the ill treatment or impairment of health and development. This definition was clarified in section 120 of the Adoption and Children Act 2002 (implemented on 31 January 2005) so that it may include, "for example, impairment suffered from seeing or hearing the ill treatment of another".

Significant Harm (introduced by The Children Act 1989) as the threshold that justifies compulsory intervention in family life in the best interests of children.

There are no absolute criteria on which to rely when judging what constitutes significant harm. Sometimes a single violent episode may constitute significant harm but more often it is an accumulation of significant events, both acute and longstanding, which interrupt, damage or change the child's development.

The concept of significant harm is, therefore, relative to each individual concerned. The determination of what constitutes significant harm in each individual case is made by the Local Authority.

Safer Recruitment Practice

Safer Recruitment practice is an important part of an organisations approach to creating a safe environment for children and young people. Me2 Club operates a Safer Recruitment process which is designed to:

- Deter applications from those that are unsuitable to work with children and young people
- Reject unsuitable applicants through the recruitment process
- Attract the best possible candidates to vacant posts

Our safer recruitment practice is used in staff and volunteer appointments.

Staff: all staff are interviewed, two professional references are taken up and an enhanced Disclosure and Barring Service (DBS) check undertaken. Due to the nature of the work these posts are exempt from the Offender Rehabilitation Act 2014. DBS checks are carried out every 3 years for all staff, Trustees and volunteers.

New Me2 Club staff members should have the opportunity to shadow the Chief Executive and existing staff members to learn best practice in this area.

Volunteers (Incl.Trustees): all volunteers are interviewed and two character references are taken up along with an enhanced DBS check. Me2 Club has the right to refuse a volunteers' involvement if it is felt they are not an appropriate match for our young people.

Staff and volunteers do not begin their role until all required employment checks including obtaining satisfactory references and unblemished DBS returns. In the event of a blemished DBS, the information contained will be reviewed by the Designated Lead Safeguarding Officer on the suitability of the appointment. The outcomes of this review could be:

- Not making the appointment on grounds of suitability to work with children or adults
- Continuing with the appointment following a risk assessment and plan

Training

Staff: all staff attend training for Safeguarding Awareness and Universal Safeguarding training up to Level 2 as soon as possible and within 2 months of starting. In addition, the Me2 Club Chief Executive will also attend a Safer Recruitment and Designated Persons Training course at the first opportunity as will the designated Trustee lead.

Trustees: all Trustees must attend Universal Safeguarding training at the first opportunity (and within 6 months) of becoming a member. Safeguarding training may be done through their place of work if appropriate and proof of training shown to the Chief Executive. The Deputy Lead Officer will attend Designated Persons Training at the first opportunity. If Trustees have not attended Safeguarding training within 12 months they may be asked to leave the Board.

Volunteers: all volunteers attend Safeguarding Awareness training as part of their induction training. Me2 Club's Safeguarding Policy and volunteer procedures are explained as part of this training.

All staff, volunteers and trustees must complete an annual refresher safeguarding awareness training course which can be delivered internally by Designated Officers.

Safeguarding Procedures

Generally, concerns about children will arise in one of three ways:

1. Direct allegations of abuse or neglect
2. Observations or information about children which might suggest they are experiencing abuse or neglect
3. More general child care concerns

If a Me2 Club Volunteer is made aware of a safeguarding concern by a beneficiary or is worried about the welfare of a child, their only duty is to pass that information on to:

- The Activity Leader at the child's chosen activity and;
- A Me2 Club Activity and Volunteer Coordinator and/or;
- Me2 Club Chief Executive

1. Direct allegations of abuse or neglect

If a child makes a direct disclosure to a staff member, the staff member should:

- Tell the child they believe them and reassure them that they will not get into trouble for being honest
- Tell the child that they have done the right thing in sharing the information and that in order to keep them safe they may have to share this with another professional

- The member of staff should only ask open questions e.g.: Who? What? Where? When? Why? How? These questions should be minimal and only asked out of necessity and to clarify the situation. Care must be given to avoid asking leading questions.
- The member of staff should let the child speak freely
- The member of staff will not make assumptions and should not make the child feel guilty or embarrassed
- The member of staff will write down, as soon as possible, the child's account using the child's language/words
- The member of staff will inform the child of the actions they will take, including who they will share the information with
- If necessary, the member of staff should contact the Duty Social Services Team or Out of Hours Emergency Team. They will take advice from Social Services regarding what to do next
- The staff member will agree what to tell the parents in conjunction with a Designated Safeguarding Officer
- The member of staff will treat this information as confidential and will only share it with authorised personnel

2. Observations or information about children which might suggest they are experiencing abuse or neglect

- A volunteer may identify concerns during an activity. In this instance they should speak to the Activity Provider who may contact Social Services
- The volunteer must speak to a member of Me2 Club staff so a formal record on a Me2 Club incident form can be made
- If a member of staff witnesses or observes or is made aware of information that might suggest a young person is experiencing harm, abuse or neglect, they should consult with a designated safeguarding officer

3. General child care concerns

- Where there are low levels of concerns that a child is not having their physical or emotional needs met to a satisfactory standard, the volunteer will need to discuss the child's needs in the first instance with their Me2 Club staff member, who in turn will need to discuss this with the Chief Executive
- A member of staff must log all these details on a Me2 Club incident form with the volunteer reporting the concerns

If it is not possible to contact a Me2 Club member of staff, all volunteers have emergency safeguarding phone numbers on their ID cards.

4. Sharing information

Me2 Club has the responsibility to share information with the local authority's (LA's) children's social care department when we have reasonable cause to suspect that a child may be suffering or may be at risk of or likely at risk of significant harm. There is a requirement to share concerns relating to a professional's conduct towards a child or young person with the Local Authority Designated Officer (LADO). While, in general, we should first discuss any concerns with the family and inform them of our discussion to make a referral to children's social care, the times when we should not do this would be when sharing information would:

- Place a child at increased risk of significant harm
- Prejudice the prevention or detection of serious crime
- Lead to unjustified delay in making enquiries about allegations of significant harm
- Put a Me2 Club employee/worker at immediate risk.

Any decision not to inform a child's family should be made in consultation with a Designated Safeguarding Officer and the rationale for not disclosing to family recorded.

Allegations against Volunteers, Committee members or Staff Members

If an allegation is made against a volunteer or staff member by the Activity Provider or parent this should immediately be notified to the Me2 Club Chief Executive, who will discuss a plan of action with the Trustees. If the allegation is against the Me2 Club Chief Executive, it should be passed to the Designated Safeguarding Officer on the Committee.

The Me2 Club Chief Executive will ask the person raising the concern if they have reported their concerns to Social Services. If not, the Me2 Club Chief Executive may advise them to do so. The Me2 Club Chief Executive will liaise with the Local Authority Designated Officer (LADO). The Chief Executive will carry out actions proportionate to the situation and concerns raised in order to resolve the concern and ensure that those at risk are safeguarded effectively.

Additional Policies

In addition to Safeguarding Policy and Procedures, Me2 Club has the following in policies in place to ensure the safest environment possible for young people:

- Whistleblowing Policy
- Confidentiality Policies (Staff, Trustees and Volunteers)
- Complaints Policy
- Social Media Policy
- DBS Policy
- Discipline Policy
- Grievance Policy

Concerns Regarding a Child's Wellbeing

Volunteers - volunteers are instructed that they must tell a Me2 Club staff member if they have any concerns regarding a child's wellbeing or safety and an incident form must also be completed, where necessary.

Staff - any concerns/information which may impact on a child's wellbeing (whether passed on by a volunteer or a staff member's) must be forwarded to the Chief Executive as soon as possible. To support staff in emergency situations where there is a need to immediately notify a designated safeguarding officer staff will be made aware of the appropriate numbers to use.

Lead Professionals - If Me2 Club are aware that a family has a named Social Worker or lead professional, concerns will be passed to them - initially by phone where possible and followed by email. Completed incident forms will be shared, where appropriate.

If the family is not known to have a Social Worker, the staff will contact the Duty Social Work Team.

If the member of staff is unsure whether information needs to be passed on, they may contact the NSPCC helpline, or the Duty, Triage and Assessment Team for advice. Where there is uncertainty, Me2 Club will opt to pass on information rather than not.

Designated safeguarding officers will be the main contact for any ongoing child protection procedures, liaising with the volunteer/staff member as necessary. The designated safeguarding officer may attend multi-agency meetings if required.

The Chief Executive will provide monitoring information in relation to safeguarding incidents to the board. Any safeguarding incidents where there is an organisational failure to safeguard an individual or an incident that would constitute a critical incident will be reported to the board immediately.

Staff targeted by perpetrators to gain access to children and young people

Me2 Club recognises that perpetrators may specifically target staff or volunteers of Me2 Club in an attempt to groom and exploit them in order to gain access to children and young people. In an event of this nature, the Chief Executive should be informed immediately so that an appropriate safeguarding response can be implemented and the member of staff provided with support. This is covered in further detail in Me2 Club's Whistle Blowing Policy.

Safer Practice

Me2 Club works to the following guidelines to promote safeguarding:

- Volunteers are instructed to avoid being 1-1 with their children in isolation at all times
- Where it is assessed that a child's support needs create a higher safeguarding risk volunteers will be matched to support the child
- Volunteers are given guidance around safe personal care for low level needs (e.g. being in earshot of others/asking activity leader for support)
- On Weekends Away, room sharing is always the same gender. Under 18's and Over 18's will be in separate bedrooms, this applies to Me2 Club children and volunteers
- Me2 Club children will not share a bedroom with volunteers or staff
- A risk assessment will be undertaken each Weekend Away and if the risk is high of a child becoming anxious at night, two waking night staff will be employed
- All contact with Me2 Club members must be age appropriate, situation appropriate and socially appropriate
- All volunteers carry ID cards, with staff contact details as well as safeguarding emergency numbers listed

Young Volunteers

Me2 Club is aware of its responsibility regarding the safeguarding of all volunteers particularly those under 18 years of age. Parental consent is required for young volunteer's involvement.

Any arrangements made between volunteers and the families of a Me2 Club child (e.g. lifts, babysitting, social media contact) are not part of a young person's volunteering requirement by Me2 Club and would be considered a private arrangement.

Volunteers are advised to report any concerns regarding interaction with parents to their Me2 Club staff member.

If you are concerned about the safety or welfare of a child please phone.

Area	Team	Contact Details
Wokingham	Duty and Triage	0118 908 8002 Triage:Wokingham.gov.uk
Wokingham	Emergency Duty Team	01344 786 543
Reading	Single Point of Access (SPoA)	0118 937 3641
Reading	Emergency Duty Team	0118 937 3641

Other contacts:

Thames Valley Police: telephone 0845 8505 505 FREE

SPPrC - Safeguarding Policy and Procedure (Children)

References and further information

This policy was written using material from the following sources. These sources should be checked for updates when this policy is reviewed:

- <http://www.nspcc.org.uk/>
- <http://www.safenetwork.org.uk/>
- <http://www.education.gov.uk/>
- <http://www.wokinghamlscb.org.uk>
- *HM Government: What to do if you're worried a child is being abused*
- Introduction to Safeguarding Children and Young People (Powerpoint)
- *An introduction to safeguarding children* (Wokingham Borough Council)
- *Stopcheck* (NSPCC)

Appendix 1

Different Types of Abuse

Physical Abuse	Indicators
<ul style="list-style-type: none"> • Hitting • Kicking • Punching • Restraint • Burning • Overuse of medication • Pulling hair • Pushing • Biting • Scratching • Rough handling 	<ul style="list-style-type: none"> - Unexplained injury – not consistent with explanation - Flinching when approached - Change in behaviour - Burns (carpet, cigarettes, rope burns, scalds) - Weight loss, with unknown cause - Unexplained fractures / repeated hospital admissions - Bruises suggesting systemic injury (e.g. shape of object /finger marks due to regular abuse of this type, for example) - Under / overuse of medication/sedation - Pain - Covering the body – unwillingness to co-operate with personal care

Emotional Abuse	Indicators
<ul style="list-style-type: none"> • Name calling • Ridicule (making fun) • Using words / actions as weapons • Shouting • Belittling • Mocking • Threatening • Bullying • Intimidation • Taunting • Ignoring 	<ul style="list-style-type: none"> - Tearfulness - Ambivalence to carer (undecided, mixed, inconsistent) - Low self-esteem - Loss of interest in enjoyed activities - Passivity and resignation - Sleep disturbance - Constantly seeking reassurance - Fearfulness, withdrawal and anxiety - Undue attention and favours given to a vulnerable person

Sexual Abuse	Indicators
<ul style="list-style-type: none"> • Rape • Touching genital/breasts • Using objects • Oral sex • Sexual acts • Pornographic material • Sexual harassment • Sexual language • Taking photos • Filming • Exploitation • Trafficking • Modern slavery 	<ul style="list-style-type: none"> - Overly sexualise behaviour - Full / partial disclosure or hints of sexual abuse - Change to usual behaviour - Torn or stained underclothing - Withdrawal from activities - Bruising or other injury in genital area - Sexually transmitted disease/urinary infection - Disturbed sleep - Unexplained gifts - Depression

Financial Abuse	Indicators
<ul style="list-style-type: none"> • Robbery • Fraud • Spending of allowances / savings • Use of reward cards • Disposing of property • Theft • scamming 	<ul style="list-style-type: none"> - Unusual bank account activity - Sudden unexplained ability to pay bills - Transfer of house deeds / change to Will - Unexplained shortage of money, despite adequate income - Disappearance of bank statements / cheque book, Cards, benefit book - Sleep disturbance - Reluctance of carer / family to give financial information - Lack of possessions that can be afforded - Loss of possessions

Neglect	Indicators
<ul style="list-style-type: none"> • Not giving medication • Not attending to physical care needs • Lack of information • Not providing appropriate equipment/goods • Poor nutrition/hydration • Lack of activities • Lack of access to clean / appropriate clothing • Conversation deprivation • Self neglect • Inadequate care 	<ul style="list-style-type: none"> - Poor furnishing / housing conditions - Inadequate / dirty clothing and bedding - Non co-operation with services from informal carers - Lack of access to the vulnerable person by professionals - Pressure sores and ulcers - Wrist loss - Failure to receive medication - Failure to access medical provision - Sensory deprivation - Poor personal hygiene - Challenging behaviours - Depression

Institutional Abuse	Indicators
<ul style="list-style-type: none"> • Uniformed treatment of people • Possessions and clothes being used by others • Strict routines • Expectation that staff can withhold privileges and impose punishments • Not providing individual activities • Restraint misuse 	<ul style="list-style-type: none"> - Regimes that suit staff rather than residents - Lack of leadership - Understaffing - Inappropriate language when referring to residents and staff - Badly managed continence - Badly managed health conditions - Lack of quality / choice of food - Poor drug management - Poorly trained staff who do not understand the residents they are working with - Failure to assist with care tasks

Grooming: Grooming is the deliberate actions taken by an adult to form a trusting relationship with a child, with the intent to later having sexual contact (either with themselves or other people). This involves psychological manipulation in the form of positive reinforcement, activities that are typically legal but which lead to sexual contact. This is done to gain the child’s trust as well as the trust of those responsible for the child’s well-being.

Additionally, our own staff may be targeted in order for perpetrators to gain access to a child.

Female Genital Mutilation (FGM): FGM is illegal in the UK. FGM comprises all procedures involving practical or total removal of the external female genitalia or other injury to the female genital organs for non-medical reasons. It has no health benefits and harms girls and women in many ways. It involves removing and damaging healthy and normal female genital tissue, and hence interferes with the natural function of girls and women’s bodies. The practice causes severe pain and has several immediate and long-term health consequences, including difficulties in child birth. The age at which girls undergo FGM varies enormously, according to the community that they belong to however the majority of cases of FGM are thought to take place between the ages of 5 and 8 and therefore girls within that age bracket are at a higher risk.

It is an offence for someone to attempt to remove a child or arrange for the procedure to happen.

Cyber-Bullying Abuse: Cyber-bullying and abuse is the use of information and communication technology, particularly mobile phones and the Internet, deliberately to upset someone else. “Upsetting” someone can take a variety of forms. It can involve threatening, distressing or humiliating a target, and, as such, encompasses a wide range of behaviours.

So Called ‘Honour-Based’ Abuse: Honour based abuse is a violent crime or incident which may have been committed to protect or defend the so-called ‘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. 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' might include:

- Domestic abuse
- Threats of violence
- Sexual or psychological abuse
- Forced marriage
- Being held against your will or taken somewhere you don't want to go
- Assault

Radicalisation: Radicalisation refers to the process by which a person comes to support terrorism and extremist ideologies. During that process, it is possible to intervene to prevent vulnerable people being drawn into terrorist-related activity.

Recognition of Abuse

The factors described below are frequently found in cases of child abuse or neglect. This is no proof that abuse has occurred but:

- It must be regarded as indicators of the possibility of significant harm
- It indicates the need for careful assessment and discussions with Chief Executives/trustees
- It may require a referral to the LADO, local authority children's service or social care.

In abusive circumstances you may witness or experience the following:

The child may:

- Appear frightened of a parent/carer
- Act in a way that is "out of character" or inappropriate after taking account of their disability.

The parent/carer may:

- Avoid routine checks or treatments
- Have unrealistic expectations of the child
- Frequently complain to or about the child and fail to give attention and praise
- Leave the child with inappropriate carers
- Maybe abusing substances.

Recognition of a child being groomed

Signs to look for if children are being groomed:

Someone forming inappropriate or intimate relationships with children. Examples of this may include:

- Inappropriate handling of children
- Constantly hugging
- Excessive 1:1 time spent
- Meeting outside the work environment
- Taking photos of a child/young person
- Using social media/email/messaging to contact the child/young person
- Discussing intimate and personal information.

Recognition of Female Genital Mutilation (FGM)

There are a range of potential indicators that a child or young person may be at risk of FGM, which individually may not indicate risk but if there are two or more indicators present this could signal a risk to the child or young person. Victims of FGM are likely to come from a community that is known to practise it, the nationality or residence status of the victim is irrelevant.

Be conscious of the fact that girls at risk of FGM may not yet be aware of the practice or that it may be conducted on them, so sensitivity should always be shown when approaching the subject.

For further information, refer to the government document 'Female genital mutilation: guidelines to protect children and women'. <https://www.gov.uk/government/publications/female-genital-mutilation-guidelines>

Potential indicators include:

- The position of the family and the level of integration within UK society – it is believed that communities less integrated into British society are more likely to carry out FGM
- Any girl who has a sister who has already undergone FGM must be considered to be at risk of FGM, as must other female children in the extended family
- A professional may hear reference to FGM in conversation, for example, a girl may tell other children about it
- A girl may confide that she is to have a 'special procedure' or to attend a special occasion to 'become a woman'
- A girl may request help from a staff member or another adult if she is aware or suspects that she is at immediate risk
- Parents state that they or a relative will take the child out of the country for a prolonged period
- A girl may talk about a long holiday to her country of origin or another country where the practice is prevalent.

Recognition of Cyber Bullying/Abuse

In many cases, children do not consider particular acts or behaviour to be cyberbullying. For example, saying hurtful things or passing on images are not seen as bullying [by some children], because they happen in cyberspace as opposed to face-to-face.

This is often compounded by the impersonal nature of online communications. Although emoticons can be used to clarify intentions, people do not have the benefit of seeing subtle cues and body language that occur with regular human interactions. This can create an intention gap: the victim can interpret what is perceived as a joke by the perpetrator differently. Thus, the definition of cyberbullying must consider and focus on the intensity and harm caused.

The following categories are considered as cyberbullying. Some of these behaviours or activities are illegal. A person involved could be investigated by the police and prosecuted:

- Sending threatening or discomfiting text messages to a mobile phone or via SMS
- Making silent, hoax or abusive calls to mobile phones
- Making and sharing embarrassing images or videos via mobile phone or website
- Broadcasting unsuitable audio/visual footage that is threatening or manipulative
- Leaving hurtful messages on social networking sites or sending the same message to that person's peer group
- 'Outing' people by publishing or disseminating confidential information online
- Stealing an online identity in order to cause trouble in that person's name
- Deliberately excluding people from online games or groups
- Setting up hate sites or hate groups against an individual
- Sending menacing or upsetting responses in chat rooms, online games, or messenger 'real time' conversations
- Voting for someone in an insulting online poll
- Sending someone 'sexts' that try to pressure them into sexual acts.

Recognition of Forced Marriage and so called 'Honour Based' Abuse, the "One Chance" Rule

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All Practitioners who become aware that a child may be at risk of forced marriage need to bear in mind that they have only one chance to speak to the potential victim. This means that all Practitioners working within statutory agencies need to be aware of their responsibilities when they come across forced marriage cases. If support is not offered immediately, that one chance might be wasted. Children are likely to be fearful of the consequences of talking to anyone and may also be very anxious as to who they can trust.

In the event of a child disclosing a concern regarding to Forced Marriage, the member of staff (or volunteer via a member of staff) will report this immediately to a Designated Officer so that an appropriate and contextual safeguarding response can be planned and implemented.

Recognition of Radicalisation

Through the exercise of our functions, Me2 Club will pay due regard of the need to prevent people from being drawn into terrorism. Me2 Club staff will be aware and remain vigilant of signs of radicalisation. Early indicators of radicalisation or extremism may include:

- Showing sympathy for extremist causes
- Glorifying violence, especially to other faiths or cultures
- Making remarks or comments about being at extremist events or rallies outside school
- Evidence of possessing illegal or extremist literature
- Advocating messages similar to illegal organisations or other extremist groups
- Out of character changes in dress, behaviour and peer relationships (but there are also very powerful narratives, programmes and networks that young people can come across online so involvement with particular groups may not be apparent.)
- Secretive behaviour
- Online searches or sharing extremist messages or social profiles
- Intolerance of difference, including against protected characteristics
- Graffiti, artwork or writing that displays extremist themes
- Attempts to impose extremist views or practices on others
- Verbalising anti-Western or anti-British views
- Advocating violence towards others.