Safeguarding Policy	
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Authors: Andy Mead (Director of Operations)
Status of policy: Contractual
Policy applies to: employees, volunteers and all members of St Michael's Church (Stoke Gifford) Parochial Church Council (PCC), the Pre-School & Nursery (PSN) and indirectly St Michael's Church Centre (SMCC), whose responsibility is to ensure that hirers are aware of their responsibility to fulfil safeguarding responsibilities in line with current legislation and advice.

Note: the collective term in this document which encompasses the PCC, SMCC and PSN is the "community".

Whilst the PSN is included in this policy as employees of the PCC, they also have their own Safeguarding Policies, and Safeguarding Officer, to ensure that they comply with Department of Education, Local Authority and Ofsted regulations specifically related to the safeguarding of the young children in their care.

Safeguarding children, young people and vulnerable adults: Policy and Procedure

"Every person has a value and dignity which comes directly from their creation in God's own image and likeness. Christians have a duty to value, understand and respect the rights of children and adults as people of faith in the life of the church."

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1. Policy context

In developing this policy St Michael's Church (Stoke Gifford) Parochial Church Council commits to following the safeguarding policies of the Church of England, safeguarding policy and guidance issued by the Diocese of Bristol and working within legislation and statutory guidance related to the safeguarding of children, young people and adults.

The main, relevant polices and guidance documents are listed below.

Church of England:
Safeguarding e-manual
Managing Safeguarding Concerns & Allegations 2025
Reporting Safeguarding Concerns and Allegations 2025
Safeguarding Children, Young People & Vulnerable Adults 2024

Roles and Responsibilities of Church Office Holders and Bodies, 2017
Responding Well to Victims and Survivors of Abuse, 2024
Safer Recruitment and People Management Code of Practice 2026
Promoting a Safer Church – Policy Statement, 2017
Parish Safeguarding Toolkit - https://www.churchofengland.org/safeguarding/safeguarding-e-manual/parish-safeguarding-toolkit

These documents and updates can be accessed through the safeguarding e-manual service which can be found on the Church of England Website here: https://www.churchofengland.org/safeguarding/safeguarding-e-manual

Diocese of Bristol:
Safeguarding Policy, 2023
Domestic Abuse Policy, 2023
Allegations Management ~~Procedure~~ Policy, 2023
Ministering to those who may present a risk, 2023
Diocesan Digital Safeguarding Policy, 2023

Safer Recruitment Toolkit and Guidance 2023

These documents can all be found on the Diocese of Bristol website: https://www.bristol.anglican.org/aboutus/safeguarding/safeguarding-policies-and-procedures/ and descriptions are given where these policies are referenced in this policy document.

Statutory Guidance:

Working Together to Safeguard Children 2026: This guidance from the Department for Education describes safeguarding processes and the safeguards that every organisation must have in place, including faith organisations, when safeguarding children. See the guidance at https://www.gov.uk/government/publications/working-together-to-safeguard-children--2

Care and Support Statutory Guidance 2025: This is guidance from the Department of Health which describes safeguarding processes for adults and the responsibilities of different organisations: https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance#safeguarding-1

2. Policy statement

It is the responsibility of all members of St Michael's Church (Stoke Gifford) PCC to give paramount importance to the nurture and care of children, young people and vulnerable adults in a safe and secure environment. It is about preventing harm to children and adults wherever possible.

We recognise that:

- the welfare of the child, young person or vulnerable adult is paramount
- everyone has different levels of vulnerability and each of us may be regarded as vulnerable at some time in our lives
- all children, young people and adults who may be vulnerable (regardless of age, disability, gender, marriage and civil partnership, pregnancy, maternity, race, religion or belief, sex or sexual orientation) have the right to equal protection from all types of harm or abuse which can occur in all families and communities
- working in partnership with children, young people, vulnerable adults and their parents, carers and other agencies is essential in promoting their welfare

We will develop a culture in our church that:

- enables a safe and caring community to provide a loving environment where there is a culture of "informed vigilance" as to the dangers of abuse
- enables and encourages concerns to be raised and responded to openly and consistently and protects children, young people and adults who may be vulnerable from actual or potential harm
- ensures all people feel welcomed, respected and safe from abuse
- values, listens to and respects children, young people and adults who may be vulnerable, encouraging them to be active contributors to the church community

- encourages adults who may be vulnerable to lead as independent a life as possible

When concerns are raised we will:

- respond without delay to every concern raised that a child, young person or vulnerable adult may have been harmed, or may be at risk of harm, through abuse or neglect
- work with police, local authority and other partners in any investigation, including where allegations are made against a member of the church community
- challenge any abuse of power, especially by anyone in a position of trust

If abuse has occurred we will ensure:

- informed and appropriate pastoral care is offered to any child, young person or adult who has suffered abuse, including support to make a complaint if so desired
- supervision is provided for any member of the church community known to pose a risk of harm to others
- appropriate pastoral care is provided to any member of the community against whom an allegation is made

In all recruitment we will:

carefully select those with any responsibility within the church (including voluntary workers) in line with the Church of England Safer Recruitment and People Management Code of Practice 2026 https://www.churchofengland.org/sites/default/files/2026-05/srpm-v3.3-15.08.25-updated-links-15-5-2026.pdf
and provide on-going supervision, support and training

In our publicity we will:

- share information about good safeguarding practice with children, young people and vulnerable adults, their parents, carers and all those working and worshipping with them
- ensure there is clear information available regarding our safeguarding arrangements on our website, including a copy of the Safeguarding Policy and other relevant information, including an email link to a generic safeguarding email. This link is not secure; therefore, care must be taken in the information initially provided to the PSO.

3. Who is a child, young person, adult who may be vulnerable?

Children and young people: for the purposes of this policy means anyone under the age of 18 years. Children and young people may be abused by an adult or child, male or female. It is far more common for a child or young person to be abused by a person known to them than by a stranger. This could be a parent, family member, friend, teacher, minister or anyone else. Children may be abused in person or via electronic media: they may experience harm as a result of seeing or hearing the abuse of others.

Where conflicts of interest arise between the welfare of the child and that of adults, the child's well-being must always be of paramount importance and priority.

Adults who may be vulnerable: The Care Act 2014 defines an adult to whom statutory safeguarding duties apply as an adult who:

- has needs for care and support (whether or not the local authority is meeting any of these needs)
- is experiencing, or at risk of abuse or neglect
- 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

(Care and Support Statutory Guidance, 2025)
https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance

The definition may apply to anyone 18-years-old and over who may not be able to protect themselves from abuse, harm or exploitation, which may be by reason of illness, physical, sensory or learning disability or impairment, mental illness, use of drugs or alcohol. Increased vulnerability may be temporary or permanent and may be visible or invisible.

An adult may be abused or neglected by family (including spouses, parents and children), friends, carers (paid and unpaid), strangers and professionals and members of the community. Those at risk may live alone or may live with family or in a care setting, e.g. residential home.

4. What is abuse and neglect?

Please see the table at Appendix 2. This outlines the forms of abuse noted in legislation related to safeguarding children, young people and adults alongside some examples and potential indicators that abuse or neglect may be occurring.

5. What to do if you are concerned that abuse or neglect may be happening

You may see or hear something of concern or someone may tell you something of concern (a disclosure). If a child, young person or adult tells you that they have experienced abuse, are experiencing abuse or are concerned that they may be at risk:

Do	**Don't**
Listen. Try to move to a quiet space if possible	Tell them to speak to someone else

Let the person talk at their own pace and say what they want to say If you need to clarify points ask open questions like: Tell me ... what happened Explain … about the incident Describe … where it was, what happened	Investigate Ask leading questions, e.g. why did they do that; was it “name”? did they hurt you?
Take it seriously	Try not to react as though unbelieving or shocked
Reassure. Confirm they are doing the right thing by telling you	Tell them not to tell stories
Tell them you need to share the concern with the right people, e.g. Parish Safeguarding Officer, police, social care	**Promise to keep a secret or tell people who don’t need to know**
Record what was said and the facts as accurately as possible as soon as possible	Try to just remember it
	CONTACT THE PERSON THE ALLEGATION IS ABOUT

If a child, young person or adult has shared a concern with you, or you have seen or heard something of concern, if the situation is urgent – i.e. there is an imminent risk of harm:

- contact the police on 101 or 999, as appropriate, or contact the local authority Children or Adult Safeguarding Team

  South Gloucestershire Council: Children’s Team
  01454 866000 – Monday to Thursday 9am–5pm
  Friday 9am–4.30pm
  01454 615165 – Out of hours and weekends

  South Gloucestershire Council: Adult Safeguarding Team
  01454 868007 – Monday to Friday 9am–5pm
  01454 615165 – Out of hours and weekends

Once you have sought advice from police or the local authority and the situation is made safe, inform the relevant Parish Safeguarding Officer as soon as possible of the concern and actions taken, and provide a written record of this. If the concern is about one of the Parish Safeguarding Officers contact the incumbent or Diocesan Safeguarding Adviser.

If the situation is of concern but is not urgent: contact the relevant Parish Safeguarding Officer to report the concern and provide a written record. (If the concern is about one of the Parish Safeguarding Officers contact the incumbent or Diocesan Safeguarding Adviser.) They will decide with you whether to discuss with the child, their parents or carers or the adult and any carers and whether a referral to the local authority children or adults safeguarding team, or any other action, is needed.

Note: anyone can report a concern directly to police or the local authority at any time.

St Michael's Church (Stoke Gifford) PCC hopes that everyone will follow this policy, but where there is any concern that an issue has not been reported – and should be – or any reluctance to inform the PCC of an incident, St Michael's Church (Stoke Gifford) PCC wishes to make clear that the most important point is that those concerns are reported to the appropriate authority so that they can be acted upon where needed.

If there is an allegation that a person in a position of trust (minister, PCC member, staff member or volunteer) has abused or neglected a child or adult or that such a person may present a risk to a child or adult the Diocese of Bristol Allegations Management ~~Procedure~~ Policy 2023 will be followed. (Copies of this can be found on the diocesan website https://www.bristol.anglican.org/aboutus/safeguarding/safeguarding-policies-and-procedures/ and copies are held by the Parish Safeguarding Officers, and on the shared drive additional safeguarding policies folder). In brief this procedure requires that:

- the concern should be reported as above: the report should reach police and local authority within one working day
- the concern should not be made known to the person against whom the allegation is raised without agreement with the police and/or the local authority
- next steps will be decided in conjunction with police, local authority representatives (including Local Authority Designated Officer where there is a concern for the welfare of a child), the Diocesan Safeguarding Adviser and parish representatives (usually PSOs, incumbent and churchwardens)

If a person is identified who has a caution or conviction for abuse of children and or adults who may pose a risk to others: (usually those with convictions for sexual or violent offences) the Diocese of Bristol guidance "Ministering to those that may present a risk" (2023) will be followed.
https://www.bristol.anglican.org/aboutus/safeguarding/safeguarding-policies-and-procedures/ and copies are held by the Parish Safeguarding Officers, and on the shared drive additional safeguarding policies folder).
In brief, this guidance advises that that the relevant Parish Safeguarding Officer and Diocesan Safeguarding Adviser are made aware and that the individual is informed that:

- to support their being part of the congregation as safely as possible, contact will be made with police, probation and other agencies connected with their case
- the Diocesan Safeguarding Adviser and church leaders will need to know of their circumstances

- a risk assessment will need to be completed, and
- a written agreement will be needed between the individual and the church which agrees when the individual will, or will not be, involved in church services and activities, boundaries of behaviour and support offered

6. Confidentiality and consent

Confidentiality: St Michael's Church (Stoke Gifford) accepts the principle that only those with a need to know should be made aware of safeguarding concerns or other confidential information. All staff, ministers and volunteers are expected to share confidential information appropriately and to ensure that written records and verbal information is shared responsibly and stored securely.

Consent: St Michael's Church accepts that all people have a right to make their own views and wishes known and that these wishes should be followed wherever possible.

Children: where there is a concern that a child is experiencing, or at risk of, abuse or neglect, they may ask those that know not to tell anyone. The community accepts that we cannot do this: these concerns must be reported to the appropriate authorities to enable the child or young person to receive appropriate help and support. St Michael's Church (Stoke Gifford) PCC asks all staff, ministers and volunteers to explain this to children in their care when appropriate. Where there is concern that a child is experiencing, or is at risk of, abuse or neglect, the community expects that parents and carers will be communicated with and will have their consent sought for information to be shared with the local authority or other agencies. This should happen except where there is concern that to do so would place a child at increased risk or where a parent or carer may be involved in the sexual abuse of the child. In those circumstances the advice of the local authority or police should be sought before informing the parents or carers of the concern. Where the allegation is against an individual who may have access to other children or vulnerable adults, the referral should be made without seeking consent from parents or carers. How they are made aware of the concerns will be decided alongside statutory agencies.

Adults: adults have the right to make their own decisions about their lives. Consent should be sought from an adult before information is shared about them. However, where an adult withholds consent for a safeguarding concern to be shared with statutory authorities (police and local authority), this should be accepted except where:

- there may be others at risk (e.g. is the abuse or neglect happening in a care home or hospital or the abuser has access to other vulnerable adults or children?)
- there is reason to doubt that the individual has capacity to make that decision or where there is imminent risk of serious harm

Advice should be sought from statutory services (adult social care or police) or the Diocesan Safeguarding Adviser where there is any doubt as to whether a concern should be referred.

7. Record keeping

Records of all safeguarding concerns will be kept by the Parish Safeguarding Officers. They will keep a record of the initial concern and all actions taken. The records will be securely held in the administration offices at the St Michael's Centre. All those involved with any safeguarding concern must ensure that they provide to the Safeguarding Officers any records related to that case for secure storage.

Records will be retained as per Church of England guidance https://www.churchofengland.org/safeguarding/safeguarding-e-manual/safer-recruitment-and-people-management-guidance/section-16-record-keeping

St Michael's Church (Stoke Gifford) PCC does not have access to secure email systems. Therefore, great care should be taken where email is used to ensure that confidential information is not open to being accessed by unauthorised individuals. An individual's confidential information should not be communicated via email (e.g. any information should not make the individual identifiable by name, address etc).

Records must be maintained of staff and volunteer training and DBS checks. These will be maintained by the Parish Safeguarding Officers and/or nominated deputies.

8. Safer recruitment and ongoing support and supervision

- All recruitment of staff and volunteers will be undertaken in line with Church of England policy Safer Recruitment and People Management Code of Practice 2026 https://www.churchofengland.org/sites/default/files/2026-05/srpm-v3.3-15.08.25-updated-links-15-5-2026.pdf
  and the Diocese of Bristol "Safer Recruitment Guidance and Toolkit 2023" https://www.bristol.anglican.org/aboutus/safeguarding/safer-recruitment-dbs-checks/
- Recruitment of staff and volunteers will only be undertaken by those delegated such responsibility from the PCC, SMCC and PSN.
- Recruitment of staff and volunteers will only be undertaken according to agreed process.
- All recruited staff will be made known to the PCC.
- No-one who has not been safely recruited will be permitted to work unsupervised with children, young people or adults who may be vulnerable.

All eligible/relevant staff and volunteers will (in brief):

- have all recruitment checks completed and approved prior to starting in role
- have a repeat DBS disclosure every three years. Any lapsed DBS check will require the postholder to stand down until the check has been completed
- attend safeguarding training as required by the Church of England
- attend any other training as decided by the PCC
- have a named supervisor

Recruitment of Ex-Offenders

As an organisation using the Disclosure and Barring Service (DBS) to assess applicants' suitability for positions of trust, St Michael's PCC, SMCC and the PSN undertakes to comply fully with the DBS Code of Practice and to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of disclosure on the basis of conviction or other information revealed.

- Having a criminal record will not necessarily bar you from working with us. It will depend on the nature of the position and the circumstances and background of your offences.
- A Disclosure is only requested after a thorough assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, all application forms, job adverts and recruitment briefs will contain a statement that a Disclosure will be requested in the event of the individual being offered a position.
- Where a Disclosure is to form part of a recruitment process, we encourage all applicants called for interview to provide details of any unspent criminal record at an early stage in the application process.
- Failure to reveal information that is relevant to the position sought could lead to withdrawal of an offer of employment or voluntary work. Failure to consent to risk assessment will result in any offer of employment or voluntary work being withdrawn.

We follow the guidance from the Church of England and the Government using the following links.

https://www.churchofengland.org/safeguarding/safeguarding-e-manual/safer-recruitment-and-people-management-guidance/section-4-volunteers/section-49-volunteers-risk-assessing

https://www.gov.uk/government/publications/unlock-opportunity-employer-information-pack-and-case-studies/employing-prisoners-and-ex-offenders

9. Roles and responsibilities

Name	Responsibilities
Parochial Church Council (PCC) St Michael's Church Centre (SMCC)	• Agree, implement, monitor and review annually this Safeguarding Policy and all associated policies • Ensure all staff and volunteers are recruited safely • Agree and implement supporting good practice guidance and processes • Ensure adequate insurance for all activities • Recruit and provide adequate support to Parish Safeguarding Officers • Ensure all staff and volunteers are adequately trained and supervised
Relevant Parish Safeguarding Officer PSN Designated Person St Michael's Administrator and/or Director of Operations	• Respond to all safeguarding allegations and concerns according to policy and guidance • Monitor and report to the PCC regarding adherence to policy and practice • Arrange safeguarding training and maintain records • Process DBS disclosures for the church and maintain records
Incumbent	• Act as a point of contact should there be any safeguarding allegation or concern regarding a PSO
Churchwardens	• Take part in the allegations management procedure when required • Take part in an "agreement" as per "ministering to those that may present a risk"
Activity leaders	• Follow the Safeguarding Policy and associated good practice guidance • Ensure that activities are run according to good practice guidance • Report any safeguarding concerns as per policy • Ensure all volunteers are safely recruited • Ensure all volunteers have in date training and DBS check as required • Ensure all new volunteers receive agreed induction • Supervise agreed volunteers

Staff and volunteers	• Follow the Safeguarding Policy and associated good practice guidance • Report any safeguarding concern as per policy
Church members	• Be aware of the safeguarding and associated policies • Report any concerns as per policy

Adult/Child Ratios

We recommend having at least two adults present when working with or supervising children and young people. We recommend the following adult to child ratios as the minimum numbers to help keep children safe:

- **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 children
- **13 - 18 years -** one adult to ten children

Depending on the needs and abilities of the children, and the nature of the activity, you may need to have more adults than the minimum.

If young people are helping to supervise younger children only people aged 18 or over should be included as adults when calculating adult to child ratios.

These ratios are taken from the NSPCC Learning website and are recommended by the Diocese of Bristol.
https://learning.nspcc.org.uk/research-resources/briefings/recommended-adult-child-ratios-working-with-children

10. Additional-related policies

Photographs and videos. It is the policy of the community that no-one should take photographs of children or young people without the written consent of that child's parent or carer and the consent of that child where they are old enough to give consent.

Where photographs are to be taken consent will be gained from parents and carers in advance, using the agreed form. This will stipulate who will take photos, for what purpose they may be used, how they will be stored and after what period they will be destroyed.

All photos and videos taken for the community should be stored securely on devices belonging to the PCC. No photo or video should be left stored on personal photography or videography equipment.

No photo will be taken, shared or used for any purpose which shows a child in any state of undress.

Children will not be named in publicity related to photographs or video without the written consent of that child's parent or carer and the consent of that child where they are old enough to give consent.

Where an event may be photographed and is open to the public, signs will be displayed noting that photographs and or video may be taken and inviting anyone not wishing to be in any photos or video to make this known to a named person. The photographer/videographer will be named on these signs and will wear ID.

Only those delegated with that responsibility by the PCC may ask for parental consent and arrange the taking of any photo or video.

Communications and social media. It is the policy of the community that no-one employed on a paid or voluntary basis, serving as a PCC member or as a licensed minister will contact children or young people directly via social media, email, phone or text without the knowledge and consent of that child or young person's parent or carer.

Where such contact needs to be made (for example a text to advise of a change of time for an activity) the child's parent or carer will be asked for consent in advance and the parent or carer will be copied into that communication.

Very rarely contact may be made with a child or young person without the knowledge of the child's parents or carers (for example where there are serious safeguarding concerns for a child and it would increase the risk to the child to contact the parent). In this case the person contacting the child must agree in advance with the relevant Parish Safeguarding Officer that this is appropriate and a second adult should be copied into all communications (e.g. relevant Parish Safeguarding Officer, Director of Operations and/or the incumbent), and must keep a record of all communications and provide these to the relevant Parish Safeguarding Officer for the case record.

Where a group wishes to have a social media account to publicise or communicate regarding their group or activity the following will apply.

- The account shall not be a personal account belonging to any group member or leader. It will be a separate group account.
- More than one adult will be administrator for the account so that all content and messages can be seen by more than one adult.
- All users will be made aware that bullying, harassment or other anti-social behaviour will not be tolerated. Information will be available to all users about how to raise a concern about the conduct of others, and who with.
- Steps must be taken to prevent people outside the group having access to the names or personal details of anyone who is part of the group, e.g. if a group Facebook page is used, the account settings should prevent group members being identified and any message sent to anyone other than the administrator.
- All those in a leadership role will ensure that their language is professional and appropriate, e.g. not adding “xx” to messages, not using nicknames that are not what the leader is called by everyone else, avoiding addressing others by endearments which would be ambiguous, such as “love”.

Hire of community premises for non-church events and activities (whether a fee is chargeable or not)

Organisations and individual users meeting at community premises are expected to adhere to this Safeguarding Policy or, where they work regularly with children, young people or adults who may be vulnerable, to have their own safeguarding policy.

St Michael’s Church Centre is responsible for overseeing users and ensuring that the agreed hire process and forms are in use. This will include obtaining a copy of the hirer’s safeguarding policy, where relevant, and providing a copy of this policy.

11. Policy implementation and review

The Safeguarding Policy was agreed by the PCC on 14 September 2026.

All staff, volunteers and ministers are required to abide by this policy and associated good practice guidance.

This policy will be monitored via annual audit and annual report to the PCC.

This policy is to be reviewed annually.

Next review is September 2027

Appendix 1: Useful contact numbers

- Parish Safeguarding Officer (Children):

  Tel: 01179 692486
  Contact form via: https://stmichaelsbristol.org/safeguarding/

- Parish Safeguarding Officer (Adults at Risk):

  Tel: 01179 692486
  Contact form via: https://stmichaelsbristol.org/safeguarding/

- Diocesan Safeguarding Officer (DSO) can be contacted on 0117 906 0100

  If advice is needed on a safeguarding issue and the PSO or DSA are not available, the Thirtyone:eight (formerly known as Churches' Child Protection & Advisory Service) provides a helpline that can be contacted on 0303 003 11 11. Please state that you are calling from a Diocese of Bristol church and contact your PSO as soon as possible to report that you sought advice from Thirtyone:eight and action taken.

- South Gloucestershire Council: children's safeguarding team
  Tel: 01454 866000 – Monday to Thursday 9am–5pm Friday 9am–4.30pm
  01454 615165 – out of hours and weekends

  In an emergency ring 999

- South Gloucestershire Council: adult safeguarding team
  Tel: 01454 868007 – Monday to Friday 9am–5pm
  01454 615165 – out of hours and weekends

  In an emergency ring 999

- Police
  Tel: 999 (emergency) or 101 (non-emergency)

Appendix 2: Categories of abuse and additional information

Type of harm	Definition	Examples	Indicators
Physical Adults and children	Non-accidental harm to the body. From careless rough handling to direct physical violence. Unlawful or inappropriate use of restraint or physical intervention	Hitting, slapping, pinching, shaking, pushing, scalding, burning, dragging, kicking, physical restraint, locking an individual in a room or a car	History of unexplained falls or minor injuries, bruising which is characteristic of non-accidental injury – hand slap marks, pinch marks, grip marks, bite marks, scalds, flinching, reluctant to undress
Sexual Adults and children	Direct or indirect involvement in sexual activity without capacity and/or consent. Individual did not fully understand or was pressured into consenting. Note: A child under 16-years-old can never consent to any sexual act	Coercion to be involved in the making or watching of pornographic material. Coercion to touch eg of breasts, genitals, anus, mouth, masturbation of either self or others, penetration or attempted penetration of vagina, anus, mouth with or by penis, fingers and/ or other objects	Pregnancy in a woman unable to give consent, difficulty in walking or sitting with no apparent explanation, torn, stained or bloody underclothes or bedding, Bleeding, bruising to the rectal and/or vaginal area, bruising. Behavioural changes, sexually explicit behaviour, explicit language, self-harm, obsession with washing, fear of pregnancy may be exaggerated

Type of harm	Definition	Examples	Indicators
Emotional Adults and children	Behaviour which has a harmful effect on an individual's emotional well-being or development, causing mental distress undermining their self-esteem and affecting individual's quality of life. Wilful infliction of mental suffering by a person in a position of trust and power	Shouting, coercion, bullying, blaming, insulting, ignoring, threats of harm or abandonment, intimidation, harassment, humiliation, depriving an individual of the right to choose and their privacy, dignity, self-expression, deprivation of contact, undermining self-esteem, isolation and overdependence. Failure to provide a loving environment for a child	Loss of interest, withdrawn, anxious or depressed, frightened, avoiding eye contact, irritable, aggressive or challenging behaviour, unexplained sleep disturbance, self-harm, refusing to eat, deliberate soiling, unusual weight gain or loss

Type of harm	Definition	Examples	Indicators
Neglect Adults and children	Failure of any person who has responsibility for the charge, care or custody of an adult at risk or child to provide the amount and type of care or treatment that a responsible person could be expected to provide	Failure to meet basic needs including food, environment, access to health care and education, failure to provide for social needs	Unwashed/ dirty appearance, clothes too small/big, untreated sores or infections, isolation
Financial Adults	The unauthorised taking (theft), deprivation or misuse of any money, income, assets, funds, personal belongings or property or any resources of an adult at risk without their informed consent or authorisation	Misuse of power of attorney or appointee ship. Money and possessions stolen, misuse or misappropriating money, valuables or property, possessions or benefits, undue pressure in connection with wills, property, inheritance or financial transactions, denying the adult at risk the right to access funds, unauthorised disposal of property or possessions, being asked to part with money on false pretences	Unexplained or sudden inability to pay bills, Power of Attorney obtained and misused when a person lacks or does not lack mental capacity to understand, unexplained withdrawal of money with no benefits, person lacking goods or services that they can afford, extortionate demands for payments for services

Type of harm	Definition	Examples	Indicators
Organisational Adults	Involves the collective failure of an organisation to provide safe, appropriate and acceptable standards of service to adults at risk. Mainly relates to health and social care provision but aspects may be relevant to church settings	Lack of individualised care, inappropriate confinement or restriction, sensory deprivation, inappropriate use of rules, custom and practice	Whistle blowing policy not in place and accessible, insufficient employees training and development. Organisational standards not meeting those laid down by regulatory bodies, service users not treated with dignity and respect, diverse needs not recognised and valued in terms of age, gender, disability, ethnic origin, race or sexual orientation, services not flexible

Discriminatory Adults	Exists when values, beliefs or culture result in a misuse of power that denies opportunity to some groups or individuals	Verbal abuse, harassment or similar treatment, unequal treatment, deliberate exclusion from services such as education, health, justice and access to services and protection, harmful or derisive attitudes, inappropriate use of language	Repeated exclusion from rights afforded to citizens such as health, education, employment and criminal justice

Type of harm	Definition	Examples	Indicators
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	Adult or child trafficked into UK or between places in UK for purpose of sexual abuse or labour. Adult or child forced to work as domestic servant. Adult or child forced to work as sex worker, farm labourer, car cleaner	Individual may not have their passport or Identity documents. They may not have access to, or contact with, friends and family. May never be left alone, live in poor conditions, not be able to leave of own free will. May have no access to funds. May not know where they are or who they are with
Self-neglect	A wide range of behaviour involving neglecting to care for one's personal hygiene, health or surroundings and includes behaviour such as hoarding	May not react to, or appropriately fulfil, needs for health care, food, warmth. May live in an environment that is an environmental or fire risk and not take any measure to reduce risk or inadequate measures	Environment which is poorly maintained, dirty, animal infested, cramped to the degree that it places the individual's wellbeing at risk. May have untreated or inadequately treated physical health issues

Type of harm	Definition	Examples	Indicators
Domestic violence	Incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse by someone who is, or has been, an intimate partner or family member regardless of gender or sexuality. Age range 16+	Includes: psychological, physical, sexual, financial, emotional abuse; so, called "honour" based violence, female genital mutilation, forced marriage	Appears to be afraid of partner/of making own choices, behaves as though she/he deserves to be hurt or mistreated, low self-esteem or appears to be withdrawn, appears unable or unwilling to leave perpetrator, makes excuses for, or condones, the behaviour of the person alleged to have caused harm, blames abuse on themselves
Spiritual abuse (not defined in Statutory Guidance)	Inappropriate use of religious belief or practice	The misuse of the authority of leadership or penitential discipline, oppressive teaching or intrusive healing or deliverance ministries which may result in various types of harm	Could be any of the above

Some additional information

Child sexual exploitation

All children and young people can be at risk of sexual exploitation. This includes boys and girls of any age. This is a form of sexual abuse. Whilst young people can give consent to sexual acts from the age of 16 (so long as they have the capacity to do so) they continue to be at risk of sexual exploitation beyond their sixteenth birthday. **Any concern that a child or young person may be at risk of, or**

experiencing, sexual exploitation must be reported immediately to Children's Social Care or the police. Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive "something" (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur through the use of technology without the child's immediate recognition − for example being persuaded to post sexual images on the Internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person's limited availability of choice resulting from their social/economic and/or emotional vulnerability.

Female genital mutilation

Female genital mutilation (sometimes referred to as female circumcision) refers to procedures that intentionally alter or cause injury to the female genital organs for non-medical reasons. The practice is illegal in the UK. The true extent of this practice is unknown, due to the "hidden" nature of the crime. The girls may be taken to their countries of origin so that FGM can be carried out during the summer holidays, allowing them time to "heal" before they return to school. There are also worries that some girls may have FGM performed in the UK. Any concern that a child or adult who may be vulnerable may be at risk of FGM must be reported immediately to the relevant local authority or directly to police.

Terrorism and extremism

Any person may become drawn into extremism or sympathy with such views and into terrorism. This will often happen through contacts made via the Internet but a culture that supports this can develop in any community, group, school or faith organisation. The Counter-Terrorism and Security Act 2019 places duties on certain bodies, not including faith organisations (excepting where such an organisation runs a school or other relevant premises), to have due regard to the need to prevent people from being drawn into terrorism. Everybody should be alert to any indication that a person or group may be developing, or has developed, an interest or ideology that may include harm to others. **Any concern related to this whether for a child or adult must be reported to the police without delay.**