



YOUNG PEOPLE PROTECTION AND SAFEGUARDING POLICY

Preamble

Established in 2002, KORI is an organisation committed to the progression and safeguarding of young people and vulnerable adults. Our work is focused in North London, working with a range of organisations with participants in multiple venues, thus KORI recognises the need to tailor our safeguarding measures and risk assessments. This ensures the welfare and safety of young people and vulnerable adults. KORI also recognises its responsibility to safeguard and promote the welfare of children within the legal framework of the Children Acts 1989, 2004, 2007 and Working Together to Safeguard Children 2018 and any other later legislation.

As a part of the induction process for staff, freelancers and volunteers, KORI will provide online NSPCC Safeguarding training for those working with under 18's or with vulnerable adults.

All freelancers, volunteers and staff of KORI will receive general safeguarding training and will have to sign a document confirming their understanding of their role in protecting children, young people, and vulnerable adults.

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Introduction

We are aware that many children and young people are the victims of different kinds of abuse and that they can be subjected to social factors that have an adverse impact upon their lives – including but not limited to domestic violence, substance misuse, bullying, child prostitution and ritualistic abuse.

We aim to create a safe environment within which the young people and vulnerable adults we work with can thrive and adults can work with the security of clear guidance.

According to the Children Act 2004, individuals under the age of 19 are considered children or young people. KORI, in its operations, engages with individuals in the age range of 11 to 25. Recognising this diverse age span, we are committed to ensuring that our safeguarding measures are designed to accommodate, benefit, and protect all members of our demographic spectrum.

Purpose and Aim of Policy^[OBJ]

KORI believes that all young people have the right to live in a world free from abuse. We realise that in our contact with young people we may be informed of, or witness signs where young people have been abused and we are committed to making sure that we effectively use the services and legislation in place to enable the appropriate protection needed. All staff and volunteers follow a code of conduct according to our code of conduct policy.

KORI acknowledges the duty of care¹ to safeguard and promote the welfare of young people and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and follows best practice.

It is the responsibility of our trustees, freelancers, staff, and volunteers to be familiar with KORI policy, procedures and guidelines which are to be found in a shared staff drive.

We pledge that as a service we will:

- Ensure staff (inclusive of volunteers and mentors), who have contact with young people, receive regular child protection training and that the levels of training reflect the child protection responsibilities assigned.

¹ Definition of Duty of Care: The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of a young person involved in any activity or interaction for which that individual or organisation is responsible.

- Ensure all working with young people under 18 or vulnerable adults undergo an enhanced DBS check before exposure to young people commences, and this is regularly updated every 2 years as a minimum requirement.
- Ensure that freelancers, volunteers, and staff, go through training to be able to recognise signs of abuse.
- Ensure that freelancers, volunteers, and staff adopt a non-judgemental approach whilst working with young people.
- Ensure freelancers, volunteers and staff are aware of their responsibilities of reporting and follow up procedures of the Local Safeguarding Children's Board (LSCB) in Haringey, Islington, Hackney and Tower Hamlets.
- Ensure freelancers, volunteers and staff support young people who are suffering abuse.
- Ensure freelancers, volunteers and staff, including managers, are supported both in the processes and emotional effects of working with young people who suffer from abuse.

Legal Framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England/North Ireland/Scotland/Wales. KORI is committed to upholding such safeguarding legislation as the **Children Act 2004**, throughout all aspects of our organisation.

The Children Act 1989 gives duties to local authorities, courts, parents, and other agencies in the UK to ensure children are kept safe and their welfare is promoted.

Working together to safeguard children² delineates the shared responsibility of agencies and organisations working with children to collaborate in order to ensure the safety of children. As emphasised by the NSPCC, "everyone coming into contact with children and families has a role to play."

KORI will provide the same level of safeguarding to disabled as to non-disabled children. **Safeguarding Disabled Children 2009** provides legislation that requires professionals and agencies to work together to safeguard the welfare of disabled children.

KORI rigorously adheres to the **Safeguarding Vulnerable Groups Act (SVGA) 2006**, aiming to prevent harm or potential harm by diligently screening individuals to ensure those deemed unsuitable to work with children and vulnerable young people are restricted from accessing them through our programs and initiatives. Our commitment to SVGA reflects our dedication to creating a secure environment for the well-being of the individuals we serve.

Key Provisions Based on Legal Framework

- All mentoring sessions with our young people are appropriately monitored and logged for review. All staff and volunteers in KORI are committed to protecting children and young people.
- All staff; volunteers and young people have sufficient information and access to whistle blowing procedures.

² Department for education, 2018

Important updates to the Department of Education’s safeguarding policy for 2020 include:

- Three safeguarding partners (chief officers of police, clinical commissioning groups and local authorities) replace local safeguarding children boards (LSCBs), working together with relevant agencies to protect the welfare of children in their area³.
- Child death review partners are required to make provisions to review child deaths, replacing the previous requirement on LSCBs⁴.
- Responsibility for overseeing lessons learned from serious child safeguarding incidents lies with the Child Safeguarding Practice Review Panel at a national level, and with the safeguarding partners at a local level⁵.
- Early years providers are required to have policies and procedures to safeguard children in place ⁶. This relates to children from birth up to 1st September following the date on which they turn 5-years-old.
- Mandatory reporting of female genital mutilation (FGM)

³ Chapter 3. Department of Education, 2020

⁴ Chapter 5. Section 6. Department of Education, 2020

⁵ Chapter 4, Section 5. Department of Education, 2020

⁶ Chapter 2, Section 14. Department of Education, 2020

Responsibilities Of Designated Officers

The Designated Child Protection Officers for KORI:

Odiri Ighamre : odiri@kori.org.uk / 023 0874 7074

Trustee Safeguarding Lead: Natalie Mitchell / natalie@kori.org.uk

The Designated Child Protection Officer has the following responsibilities: -

- To ensure all staff, volunteers and mentors are familiar with guidelines for identifying and reporting abuse, including allegations of abuse against staff.
- To ensure all youth activity carried out by KORI staff follows our child protection policy.
- To ensure all freelancers, volunteers and staff receive training in Child Protection.
- To refer any concerns as soon as they arise to Children's Social Care and to be aware of referrals made by other staff.
- To follow as appropriate, recommendations made by the Local Safeguarding Children's Board (LSCB).
- To support and advise freelancers, volunteers, and staff of child protection issues.

Responsibility Of Staff

This includes:

- Strategic Recruitment Practices: ensuring safe recruitment, onboarding and engagement of staff, freelancers, volunteers, and mentors.
- Comprehensive Abuse Prevention and Intervention: recognising and addressing potential areas of harm for young individuals.
- Having Operational Guidelines: accurate, clear and precise procedures for KORI freelancers, staff, volunteers, and mentors.
- Awareness and Training: ensuring staff awareness of child protection legislation and responsibilities for identifying and reporting actual or suspected abuse. Regular reviews of the staff practices to ensure they have knowledge, skills and expertise that improve over time.
- Collaborative Safeguarding: promoting effective partnerships with external agencies for youth protection.

Safer Recruitment:

Recruiting new staff and volunteers is an integral part of KORI's operations. It is imperative that we recruit persons who will help KORI achieve their goals, while aiding the positive work environment we strive to create and keeping young people safe. The policy aims to also ensure that the recruitment process is fair, non-discriminatory, and in line with current laws and regulations.

Recruiting and Vetting^[OBJ]

Potential staff members⁷ and volunteers will undergo the same vetting process. This is to ensure they are eligible to serve in the capacity needed.

To ensure that the recruitment process is fair the following steps must be completed:

Open Position Advertisements:

⁷ Staff is classified as any persons who will receive pay for their work with KORI. This includes freelance positions and positions that are only set to last for a short duration.

- All long-term staff positions will be advertised. Advertisements for open positions will be placed online. They may also be shared by word of mouth. Recommendations will be taken for all open positions, but all applicants will have to follow the same process.

Pre-application information sent to interested or potential applicants will include:

- a job or role description, including roles and responsibilities
- a person specification which clearly states qualifications and experience required
- an application form
- a self-disclosure form (Recruitment of Candidates with a Criminal Record Guidance)

All staff applications must include fields for the following:

- Level of experience held by candidate
- Qualifications that make them a viable candidate
- The candidates consent to a Disclosure and Barring Service (DBS) check

All applications must be accompanied with a Criminal Record Declaration form:

- Applicants must provide a self-declaration for criminal records. This is in accordance with the Rehabilitation of Offenders Act of 1974.

Applicants must provide a minimum of two professional references:

- One must be from their last place of work.
- One reference must be regarding the applicant's work with children and young people.
- All references must be checked thoroughly, preferably prior to the applicant's interview.
- Applicants who are selected for an interview must be interviewed by two members of staff.

Applicants chosen to become staff must complete the following prior to their start date:

- Provide two forms of documentation that confirm their identity. This includes their date of birth, address, and picture.

To ensure the safety of our participants, all staff must update their DBS status every two years or register their DBS with the update service. Any negative changes to a staff member's DBS status may result in termination of their employment. A criminal risk assessment will be completed on all employees who have negative changes to their DBS status after being hired.

Induction

As a part of the induction process for freelancers, staff and volunteers, KORI will provide online NSPCC Safeguarding training for those working with under 18's or with vulnerable adults. Refresher training will be provided every two years for the staff.

All freelancers, volunteers and staff of KORI will receive general safeguarding training and will be required to sign a document confirming their understanding of their role in protecting children, young people, and vulnerable adults.

Staff and volunteers can access this policy and others through our portal.

Probation^[OBJ]

All new staff members will complete a probationary period. The probationary period will be three months.

- Every year, all freelancers, volunteers and staff must sign a document stating that they have read and understand the child protection policy.
- Be clear where the disclosure forms are kept on-line.
- Understand reporting and referral procedures.
- Know how to reach the designated officers.
- Be able to identify signs and symptoms of abuse.
- Report all concerns to the Team Leaders or Managers.
- Follow the relevant guidelines including the London Child Protection Procedures.
- Report allegations and concerns against other staff to appropriate authorities
- Keep clear, dated, factual and confidential records of child protection concerns.

Concerns About a Young Person's Welfare

Recording Procedure

- If a freelancer, volunteer, or member of staff has any concerns about a young person, record them on disclosure form on-line.
- The staff member must record their observation. Including date, time, place, and circumstances, who was present, what you observed, what you said/did or what concerns were reported to you.
- You must immediately report your concerns to the designated person/s who will support you in making a referral and/or liaising with statutory agencies if appropriate.

Disclosure Procedure

- If it is decided at that point no further action should be taken, the concerns should be monitored.
- If you still have concerns you can, without necessarily identifying the young person, discuss your concerns with a senior colleague in social care or other agency to develop an understanding of the young person's needs and circumstances.

Direct Disclosure

It is possible a young person or vulnerable adult who is suffering or who has suffered abuse will confide in you. This must be handled carefully.

The following actions are meant as a guide for staff should the situation of disclosure arise:

- Remain calm.
- Do not tell the young person that you **can keep it a secret**. Do explain that you may need to pass the information on to keep them, or other people, safe.
- Inform the person disclosing, of the confidentiality guidelines they are bound by BEFORE they disclose information. This may hinder the person's choice to continue, which is an informed choice they must make. If the disclosure is being made by a young person, you can inform them that they can contact the NSPCC who can offer unlimited confidentiality as names do not need to be provided. Inform the young person that they can come back at any time to speak to you or another staff member if they decide to do so.
- If there is no disclosure, still report to the Designated Safeguarding Lead/s.

- The Designated Safeguarding Lead will ensure that they keep records of concerns, discussions, decisions, and the rationale of decisions made.

Disclosure Regarding Designated Safety Officer

- When disclosures regarding the Designated Child Protection Officer needs to be made, approach the Safeguarding Lead for the Board of Trustees.

Natalie Mitchell – natalie@kori.org.uk ori

If a child, young person, or vulnerable adult decided to make a disclosure the staff need to:

- Listen carefully to what is said.
- Allow the person to tell you at his/ or her own pace and do not ask questions. Listen, write, and date the disclosure.
- Do not ask leading questions that suggest a particular answer.
- Reassure the person ‘that they did the right thing’ in telling someone.
- Do not be judgmental.
- Tell the person what you are going to do next.
- Speak immediately to the appointed Safeguarding Lead at KORI, **Odiri Ighamre.**

Adopted from NSPCC Personal Code of Conduct:

- Prioritise children and vulnerable young people.
- Never have sole responsibility for them and ensure, if possible, there is more than one adult present during activities with children.
- Only provide personal or intimate care in an emergency or if it is part of your professional role.
- Never give out personal details and avoid social networking; always behave appropriately.
- Remember you are in a position of trust and should act in a professional manner.
- Always report any concerns about a young person, vulnerable adult, or the behaviour of a colleague.

As soon as possible after the disclosing conversation, make a written account of the disclosure using the disclosure form using only initials of the young person(s) and no identifiable names or personal data: Disclosure Form

Once the form is completed, give it/ email to the appointed Designated Child Protection Officer at KORI, **Odiri Ighamre. odiri@kori.org.uk**

- Remember that an allegation of abuse or neglect may lead to a criminal investigation so do not do anything that could jeopardise a police investigation such as asking leading questions.
- Social services will liaise with the relevant departments on a 'need to know' basis and will, if appropriate, inform the police.
- Consent from the parent is needed before we can share any data with social services.
- Freedom of Information means that parents have a legal right to see all the safeguarding records we hold about their child.
- GDPR means that we must delete all data about a young person when they leave the service.
- We will not use name badges in our projects anymore because they display personal data.

It is not our role to decide whether a child or young person has been abused or not. All that you are expected to do is pass on the information to the relevant people so that the issue can be dealt with putting the wellbeing and safety of the child or young person first. See appendices for more information on identifying signs of concerns of abuse and disclosures.

Other Contacts for Presentation of Young Protection Concerns

- **KORI Chair:** Natalie Mitchell, natalie@kori.org.uk
- Haringey Multi-Agency Safeguarding Hub (**MASH**): **020 8489 4470**
- Camden & Islington NHS Foundation Trust Safeguarding Hub: **020 3317 7171**
- Islington Social Care (For out of hours): **020 7226 0992** (For adults at risk) / **020 75277400** (For children at Risk)
- Tower Hamlets Multi-Agency Safeguarding Hub (**MASH**): **020 7364 5006 (option 3) (ext. 5606/5601/5358/7796) / 020 7364 4079** (For out of hours)
- Designated Doctor for Child Protection: **020 7405 9200 ext. 5137 / 07795 665 706** (Great Ormond Street Hospital)
- Named Nurse for Primary Care (Deputy safeguarding nurse): **020 3688 2751 / 07538 509 596.**
- **Childline: 0800 1111** (For children to call)
- NSPCC, **0808 800 5000**, Text: **88858**, Email: help@nspcc.org.uk

Protecting Whistleblowers

At KORI, we believe in creating a supportive environment where everyone feels comfortable speaking up about concerns regarding safety and wellbeing of young people. If you ever need to share something important, you're protected by the law. The Public Interest Disclosure Act (PIDA) 1998 and the Employment Rights Act (ERA) 1996 ensure that you won't face any problems for speaking out if you genuinely believe:

- A crime has happened, is happening, or might happen.
- Someone is not following the law like they should.
- There's been or might be a mistake in justice.
- Someone's health or safety is at risk.
- The environment has been, is being, or might be harmed.
- Information about any of these issues is being hidden.

KORI has a Whistleblowing Policy listed on its website for any additional information regarding complaints or concerns.

Principles Of Interventions to Protect Young People

At KORI we endeavour to safeguard children and young people by

- Valuing them, listening to, and respecting them. Treating all young people equally, with respect and dignity. Not having, or being perceived to have, favourites.
- Understanding that their welfare is of paramount importance, this must be always the prime concern.
- Where there is a conflict of interest between the young person and parent, the interests of the young person must be paramount.
- Understanding that all young people have the right to be protected from abuse.
- Understanding that child abuse occurs in all cultures, all religions and all social classes.
- Ensuring KORI Staff have an awareness and knowledge of and be sensitive to the many differing factors that may need to be considered depending upon the young person's cultural and social background.
- Ensuring that the young person can express his or her view and is listened to carefully whilst being mindful of legal requirements of evidence.
- Understanding that young people who have been abused need the same care and sensitivity regardless of whether they have been abused by a parent, carer, or stranger.
- Ensuring that staff members are aware (wherever possible) to avoid spending time with individuals or small groups of young people unobserved.

Safety Protocols for Staff and Volunteer in One-On-One Situations with Young People^[OBJ]

- **Maintain Communication with Other Adults:** Ensure another adult is aware of your location and expected duration of interaction.
- **Open Environments:** When working in public areas like cafes or libraries, keep the room door open or have another appropriate adult in close proximity.
- **Encourage Social Dynamics:** Invite the young person to bring a friend to promote a group setting.
- **Visible Presence:** Position yourself in the centre of the room for enhanced visibility.
- **Trip Notifications:** If a one-on-one trip is necessary, inform KORI, and the parents/guardians of the young person, providing details and relevant contact information. Obtain explicit consent for such outings.

Physical Contact

- Avoid physical contact with children or young people unless it is necessary for a particular activity or if a young person has been or is about to be injured.
- If physical contact cannot be avoided, seek permission from the young person first and ensure that they are comfortable with what you are going to do.

Social Media

- Technology Accessibility:
 - The internet, accessible through various devices like mobile phones, computers, and game consoles, is constantly evolving with technology.
 - Positive applications coexist with concerns, especially regarding the distribution of indecent images of children.
- Online Communication Risks:
 - Internet chat rooms, social media sites, forums, and bulletin boards may be used to groom young people for inappropriate or abusive relationships.
 - Potential activities include requests to create and transmit pornographic images or perform live sexual acts via webcam.
 - Other risks include the spread of disinformation, misinformation, and conspiracy theories.
- Continuation of Contact:
 - Initial contacts made through online platforms may extend to email, instant messaging, mobile phones, and text messaging.
 - Growing concern exists about young people being exposed to inappropriate material, such as adult pornography, via interactive communication technology.
- Possession of Indecent Material:
 - Individuals found with indecent photographs or films of children may be directly involved in child abuse.
 - Discovery of such material online prompts consideration by the police, particularly assessing the individual's access to children in various contexts.
- Immediate Referral Protocols:
 - Suspected or confirmed cases of accessing or creating indecent images, grooming, exposure to pornographic material, or inappropriate contact online require an immediate referral.

- Referrals should be made to both the Police and Children's Social Care Services.
- Handling Concerns and Evidence:
 - Due to the nature of online abuse and the risk of evidence destruction, concerns should be discussed with the Police and Children's Social Care Services before involving the family.
 - This approach ensures a decision on informing the family is made while prioritising the safeguarding of the child's welfare.

Photography^[OBJ]

- Photograph Usage Guidelines:
 - Photographs of young people engaged in KORI programs serve as effective promotional tools.
 - Personal information added to images can compromise young people's safety and privacy, inviting potential risks.
- Risk Management Measures:
 - All employees must adhere to guidelines for photographing young people to mitigate associated risks.
- Consent for Publicity:
 - Use of images for publicity requires age-appropriate consent from individuals and their legal guardians.
 - Parents, carers, and young people over 18 are given the option to opt in or out during induction, registration, and consent forms for trips and residentials.
- Clear Consent Section:
 - Registration forms include a distinct section for consent regarding the use of images.
- Consent Verification by Staff:
 - Staff managing activities and trips are responsible for checking registration forms and confirming consent before taking pictures.
 - If consent is not given, staff must comply and refrain from photographing the specified young person.
- Preventing Misuse and Ensuring Sensitivity:
 - Many KORI Youth Charity activities involve capturing images for publicity and celebrating achievements.

- Freelancers, volunteers, and staff must be vigilant about the potential misuse of these images for inappropriate purposes.
- Staff should remain sensitive to any signs of discomfort in young people and recognize the potential for misinterpretation.
- Protocol for displaying images on websites, in publications or in a public space:
 1. Images cannot be displayed without consent as mentioned above.
 2. If the photograph is used, avoid naming the child (first name only is permissible)
 3. If the young person is named, avoid using their photograph.
 4. Establish whether the image needs to be retained for further use.
 5. Ensure appropriate measures are in place to securely store images and are only used by those authorised to do so.
 6. Images to be retained in accordance with KORI Data Protection Policy

Online Delivery Precautions^[OBJ]

- New participants will be contacted in advance for identity verification. At the first meeting, participants will be asked to appear on video for identification purposes (to ensure they are indeed who they say they are)
- Parents/guardians must be made aware of the young person's participation and provide consent for the young person's registration.
- An emergency contact number must be provided to register with KORI, in advance of their workshop.
- Calls will be monitored with under 18's and vulnerable adults.
- Workshops are to be kept age appropriate.
- Workshop groups will agree on a code of conduct, to avoid child-on-child bullying.
- Screen sharing, recording and private messaging will be turned off for participants.
- As part of registration, young people will receive information on how to log a complaint or concern against staff or other members of the group (explained via sign-up email)
- As part of sign-up, young people will state if a) they have access to a safe and quiet space to engage, b) they have access to a device connected to the internet, and c) they require any extra support with language barriers.
- Based on these responses we will contact each parent to create a plan to support their access

- Each young person's suitability for the service will be assessed on a case-by-case basis in relation to our risk threshold.
- Young people who drop out of the call through technical issues will receive a follow up phone call.

Provided Areas of Awareness for Young People:

- **Protecting Personal Space:**
 - Participants are encouraged to be mindful of their surroundings when engaging in online activities.
 - Guidelines will be provided, explaining how to safeguard personal space during video interactions.
- **Video Content Considerations:**
 - Clear instructions, detailed in the sign-up email, will outline what participants should show via video and what should not be displayed.
 - Emphasis on respecting privacy and maintaining a secure online environment for all participants.
- **Duty of Care and Reporting Obligations:**
 - Acknowledgment of the organisation's duty of care to young people.
 - Legal obligations are highlighted, emphasising the responsibility to report any suspicion of harm.
 - These aspects are explicitly communicated in the sign-up email to ensure awareness and understanding.
- **Complaint and Concern Procedures:**
 - Participants are informed about the process for logging complaints or concerns related to workshops.
 - Details on how to express dissatisfaction or report issues are outlined in the sign-up email.
 - Ensuring a transparent and accessible mechanism for addressing grievances.
- **Code of Conduct Expectations:**
 - Clearly defined acceptable code of conduct for all participants.
 - Explicitly outlining expected behaviour during workshops and online interactions.
 - Consequences of non-adherence are communicated to ensure accountability and maintain a respectful and safe environment.

By addressing these aspects comprehensively, participants will be well-informed about their responsibilities, the organisation's commitment to their well-being, and the procedures in place for a positive and secure online experience.

Other Important Precautions^[OBJ]

- Do not contact young people outside of your duties with KORI.
- Do not give young people your personal telephone number or email address.
- Do not develop social or sexual relationships with children or young people you are working with.
- Never accept or give gifts or money to children and young people.
- Support and watch out for colleagues you are working with to ensure they are not being drawn into situations that could be misinterpreted—remember, how colleagues view each other's practice will indicate how outsiders view it.
- Do not have conversations around children and young people that can be viewed as abusive in content.
- Parents/guardians must be made aware of the young person's participation in any activities and give consent for registration.

APPENDIX A

Recognising Signs and Symptoms of Abuse

Definitions of Abuse^[OBJ]

“Child abuse, neglect, and exploitation” is a generic term encompassing all ill treatment of children including serious physical and sexual assaults as well as cases where the standard of care does not support the child’s health or development. Children may be abused or neglected through the infliction of harm, or through the failure to act to prevent harm. Abuse can occur in a family or an institutional or community setting. The perpetrator may or may not be known to the child. Working Together to Safeguard Children sets out definitions and examples of the four main categories of abuse.

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect

These categories can overlap, and an abused child does frequently suffer more than one type of abuse.

Recognising Signs of Abuse^[OBJ]

Recognising abuse is a complex and complicated procedure and it is not the responsibility of KORI Youth Charity staff to decide whether a young person has been abused or is at risk. However, there is a responsibility to act on any concerns and report them to the Designated Safeguarding Officer. The following information is designed as a guide to help raise awareness of the different signs of abuse.

Physical Abuse^[OBJ]

Physical abuse may involve:

- Poking: Prodding or jabbing forcefully.
- Pushing: Applying force to move someone away.
- Hitting: Striking forcefully with physical contact.
- Shaking: Aggressively moving the body back and forth.
- Throwing: Hurling objects with the intent to harm.
- Poisoning: Intentional ingestion of harmful substances.
- Burning or Scalding: Using heat to cause injury.

- Drowning: Immersing or submerging in liquid to impede breathing.
- Suffocating: Restricting airflow to induce asphyxiation.
- Biting: Using teeth to inflict harm.
- Choking: Constricting air flow to the throat.
- Hair Pulling: Gripping and forcefully pulling hair.
- Pinching: Gripping or squeezing skin forcefully.
- Restraining: Holding someone against their will.
- Starving: Withholding food to inflict harm.
- Forced Substance Abuse: Compelling the ingestion of substances against one's will.

It may also be caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child. It can also include “fabricated” or “induced” illness where a parent or carer simulates the symptoms of, or deliberately causes, ill health in a child.

Recognising Forms of Physical Abuse:

Most children collect accidental injuries and bruises from time to time, and bruises caused in this way are likely to be on the external bony parts of the body such as the knees, shins, elbows, and forehead. Most children and young people who have developed language skills will be able to describe how an injury was caused. Any injury should be considered in the context of the child's history and developmental stage, and any explanation given.

Indicators of Physical Abuse

- Delay in the presentation of the injury
- An injury which is not consistent with the explanation given
- Changing or differing accounts of how the injury occurred.
- An unexplained injury

Types Of Bruising Which May Indicate Physical Abuse

- Bruising in babies and young children who are not independently mobile.
- Bruising to the soft tissue area where there is no bony prominence, e.g., face, back, arms, buttocks, genitalia, ears, and hands.
- Multiple bruises in clusters, or of uniform shape
- Bruises that carry an imprint, for example of an implement, a hand, or a cord

- Grip marks: in a young baby this could indicate that the child has been shaken, risking injury to the brain.
- Frequent bruising for which the child is unwilling to offer an explanation.
- Regular “accidental” bruising or injury with or without a history of how the injury occurred.

Types Of Injury Which May Indicate Child Abuse

- Multiple burns and burns on unusual areas of the body such as back, shoulders or buttocks.
- Scalds where the child appears to have been “dipped” in too hot water.
- Cigarette burns.
- Bite marks.
- Damage to the mouth.

Emotional Abuse^[OEB]

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent effects on the child’s emotional development. This may involve:

- Conveying Worthlessness or Unlove: Communicating to children that they are unloved or worthless, deeming them inadequate and valued only in relation to meeting another person's needs.
- Imposing Inappropriate Expectations: Subjecting children to age or developmentally inappropriate expectations, which may extend to interactions beyond their capacity, overprotection, limiting exploration, and hindering normal social interaction.
- Serious Bullying and Fear-Inducing Events: Engaging in serious bullying that instills frequent fear or danger in children, such as witnessing domestic violence, creating an emotionally harmful environment.
- Exploitation or Corruption: Exploiting or corrupting children through actions that manipulate or harm their well-being, constituting a severe form of emotional abuse.

Some level of emotional abuse is involved in most types of ill treatment of children, though emotional abuse may occur alone.

Indicators of Emotional Abuse

This form of abuse always accompanies other forms of abuse. It includes persistent criticism, denigration, rejection, and scapegoating. It has an important impact on a child or young person's mental health, behaviour, and self-esteem.

The following are indicators of emotional abuse:

- Abnormal attachment between a child and parent/carer, e.g., anxious, indiscriminate or no attachment
- Carer shows a persistently negative attitude towards the child or young person.
- The child consistently experiences low warmth and high criticism from its parent/carer(s)
- A fixed stare
- Older children may show evidence of mental health issues such as depression, self-harm or eating disorders, or may have behavioural or educational difficulties.
- Acting out aggressive behaviour
- A child who is consistently reluctant to go home after school or nursery.
- A child who struggles to engage in normal social activity and conversation with peers or adults.
- A child who runs away from home
- A child with an extremely low self-esteem and or who will consistently describe themselves in negative ways such as "I am stupid, naughty, hopeless, ugly."
- A child living in an environment of domestic abuse, alcohol, or substance misuse.
- Has experienced multiple suspensions, is at risk of being permanently excluded from schools, colleges and in alternative provision or a pupil referral unit

Sexual Abuse

Sexual abuse involves coercing or enticing a child or young person into sexual activities, irrespective of their awareness, encompassing both penetrative and nonpenetrative acts. This may extend to non-contact activities like exposing children to pornographic materials, observing sexual activities, or encouraging sexually inappropriate behaviour.

Forms of Sexual Abuse

- **Penetrative Acts:** Forcing or engaging a child in sexual activities that involve penetration, constituting a severe form of sexual abuse.

- Non-Penetrative Acts: Non-Penetrative acts do not exclude physical contact; they denote activities without penetration, such as exposing children to pornographic materials, observing sexual activities, or encouraging sexually inappropriate behaviour.
- Child Exploitation: Sexual abuse through the exploitation of children, involving manipulation, coercion, or force for sexual purposes, leading to severe psychological and emotional harm.

Child Sexual Exploitation (CSE)

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) because of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur with 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 people 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.

Sexually Harmful Behaviour

A considerable proportion of sexual abuse is carried out by children and young people on their peers. Such abuse should always be taken as seriously as that perpetrated by an adult. The behaviour should not be dismissed as "normal." A referral to social services should always be made.

Abuse of Trust

All members of staff and volunteers with KORI Youth Charity have a relationship of trust with the children and young people who use our services. It is an abuse of that trust and could be a criminal offence to engage in any sexual activity with a young person aged under 18, or a vulnerable young person under the age of 25, irrespective of the age of consent and even if the relationship is consensual.

Organised Abuse

This is sexual abuse where there is more than a single abuser and the adults concerned appear to act in agreement to abuse children and/or where an adult uses an institutional framework or position of authority to recruit children for sexual abuse.

Recognising Forms of Sexual Abuse

Although there are some indicators relating to sexual abuse, in many cases this form of abuse is well hidden, with the only overt signs being a child or young person's behaviour in general or towards an individual, and this may be attributable to many things unrelated to sexual abuse. This makes sexual abuse difficult to identify.

Indicators Of Sexual Abuse

- Bruising or bites to breasts, buttocks and around the genital area could be signs of sexual abuse as well as physical abuse.
- Sexually abusive behaviour
- Sexually explicit play, continual open masturbation, or aggressive sex play with peers (as distinct from normal sexual curiosity)
- Extreme use of sexually explicit language and/or detailed descriptions or drawings of sexual activity
- Self-harm
- Running away or regular absences from home or school (particularly in the case of organised abuse)
- Pregnancy
- A sexually transmitted infection
- Sexual exploitation can be exceedingly difficult to identify. Warning signs can easily be mistaken for 'normal' teenage behaviour.

Young people who are being sexually exploited may:

- Be involved in abusive relationships, intimidated and fearful of certain people or situations.
- Hang out with groups of older people, or antisocial groups, or with other vulnerable peers.
- Associate with other young people involved in sexual exploitation.
- Get involved in gangs, gang fights, gang membership.
- Have older boyfriends or girlfriends.
- Spend time at places of concern, such as hotels or known brothels.

- Not knowing where they are, because they have been moved around the country.
- Missing from home, care, or unexplainable and/or persistent absences from education.

Grooming^[OBJ]

Grooming is when someone builds a relationship with a young person to exploit them, often leading to harm. It involves creating trust and emotional connections, with the aim of manipulating the young person for inappropriate purposes. Groomers often use a power imbalance to control and deceive.

Power Imbalance:

Grooming involves an uneven power dynamic where the person doing the grooming holds authority or influence over the young person. This can be due to age, position, or any form of control that makes the young person vulnerable.

How Grooming Happens:

1. Building Trust: Groomer's work to gain the trust of the young person, making them feel comfortable and valued.
2. Emotional Connection: Groomers create emotional ties, making the young person depend on them for support or understanding.
3. Isolation: Groomers often isolate the young person from friends or family, reducing external influences that could expose the grooming.

Indicators of Grooming:

- Secrecy: Excessive secrecy about relationships or activities.
- Gifts and Favours: Unexplained gifts or favours from an older person.
- Excessive Attention: Constant attention or flattery, making the young person feel special.
- Isolation from Others: A sudden withdrawal from friends or family.
- Changes in Behaviour: Noticeable shifts in behaviour, mood, or interests.
- Inappropriate Boundaries: Inability to recognize or maintain appropriate boundaries.

Neglect

Neglect constitutes the persistent failure to meet a child's fundamental physical and psychological needs, with the potential to significantly impair their health and development. This encompasses a range of deficiencies, from inadequate provision of essentials like food and shelter to the neglect of emotional well-being.

This includes:

- Failure to Provide Basic Necessities: Persistent neglect in supplying adequate food, shelter, or clothing, exposing a child to adverse conditions that impede their overall well-being.
- Failure to Protect from Harm: Neglecting to shield a child from physical harm or danger, contributing to an environment that jeopardises their safety.
- Failure to Ensure Medical Care: Neglecting to secure access to appropriate medical care or treatment, risking the child's health and development.
- Neglect of Emotional Needs: Disregarding a child's essential emotional needs, such as affection, support, and nurturing, leading to potential long-term emotional consequences.

Indicators of Neglect

There are no specific features which indicate neglect, other than that the child's basic needs are not met. Neglect is a pattern, not an event, so it is important to consider the standard of care the child received over time; a pattern of neglect may be missed if each individual event is considered in isolation.

The following may be indicators of neglect:

- Exposure to danger, for example cold (inappropriate clothing for the weather) or starvation
- Repeated failure to attend to the physical and developmental needs of the child, to provide warmth, appropriate clothing, food, and consistent care.
- Faltering growth (failure to thrive) in babies or toddlers.
- The child has responsibility for activities that are not age appropriate such as cooking, ironing, caring for siblings.
- Poor supervision of young children resulting in frequent accidental bruising or injury
- The child is always dirty and/or hungry.
- The child is left at home alone or with inappropriate carers.
- The child is regularly not collected from care settings.
- Eating disorders, including stealing and/or hoarding food
- Failure to attend routine medical appointments.
- Failure to attend to the child's medical needs and refusal of appropriate treatment.
- Has experienced multiple suspensions, is at risk of being permanently excluded from schools, colleges and in alternative provision or a pupil referral unit

Bullying

Bullying is the deliberate act of causing harm or instilling fear in individuals, particularly those who may struggle to defend themselves. This harmful behaviour aims to make the targeted person feel frightened, excluded, or uncomfortable. The impact of bullying extends beyond immediate emotional distress, often resulting in a decline in self-confidence, compromised feelings of safety, and adverse effects on both physical and psychological well-being. The consequences include embarrassment, shame, stress, and anxiety, significantly influencing the learning environment. In severe cases, bullying can lead to self-harm or suicidal thoughts. Bullying takes various forms, sometimes discreetly executed to evade adult intervention. It is crucial to recognize the discreet and overt manifestations of bullying, as both can have lasting physical and psychological consequences on youth. Addressing and preventing such behaviour is imperative for fostering a safe and supportive environment.

There are four distinct types of bullying. This includes verbal, social, physical, and cyberbullying. Verbal bullying can manifest through name-calling, sarcasm and teasing, threatening, or other comments that negatively impact character, like unwanted sexual comments or offensive references to one's identity. Social bullying exists in settings where an individual is excluded, scapegoated, or otherwise ostracized in a humiliating or demeaning manner. Physical bullying is the employing of force on another person, such as poking, hitting, shoving, pinching, and any other forceful physical attacks. Cyberbullying can take place in online spaces, and it includes harassment, flaming, doxing, cyberstalking, impersonation, and other such actions. Peer abuse

Peer abuse encompasses various forms of mistreatment, including bullying, discrimination, victimisation, or any behaviour aimed at abusing others among young people. It is important to note that bullying can manifest in numerous ways, even if the individuals involved are not aware of it at the time. The impact of bullying extends beyond immediate effects, often leading to long-term physical and psychological consequences for youth. While certain instances of bullying may be visibly evident, a significant portion is carried out discreetly to evade adult intervention. This highlights the importance of recognizing and addressing both overt and subtle forms of peer abuse to create a safer and more supportive environment for young individuals.

Indicators of Bullying when it is not Overtly Observable

- Withdrawal from family and school activities, wanting to be left alone.

- Shyness
- Stomach aches
- Headaches
- Panic Attacks
- Not being able to sleep
- Sleeping too much
- Being exhausted
- Nightmares

Female Genital Mutilation (FGM)^[OBJ]

Female Genital Mutilation, also known as female circumcision or cutting, is a cultural practice that involves altering or removing parts of the female genitalia for non-medical reasons. It is important to recognize that FGM holds deep cultural significance in certain communities and is often linked to tradition, rites of passage, or perceptions of purity. It is essential to approach this matter with cultural sensitivity, recognizing the complexities involved.

Indicators of Female Genital Mutilation:

- Cultural Background: Belonging to or having ties with communities where FGM is practiced.
- Family Tradition: Families with a history of practicing FGM as part of their cultural or religious traditions.
- Age and Gender: Girls, typically aged between infancy and 15 years old, are the primary targets.
- Ceremonial Preparations: Families preparing for a ceremony, which may involve FGM, often done with cultural significance.
- Healthcare Visits: Frequent visits to healthcare providers, especially traditional practitioners, for non-medical reasons.
- Community Support: Indicators of community awareness and support for the practice.
- Behavioural Changes: Sudden behavioural changes, withdrawal, or signs of distress in the individual.
- School Absences: Unexplained or prolonged absences from school, particularly around cultural events or ceremonies.

- Extended Family Trips: Extended trips to countries where FGM is practiced, potentially for the purpose of undergoing the procedure.
- Health Complaints: Unexplained health issues, difficulty walking, or problems with urination or menstruation.

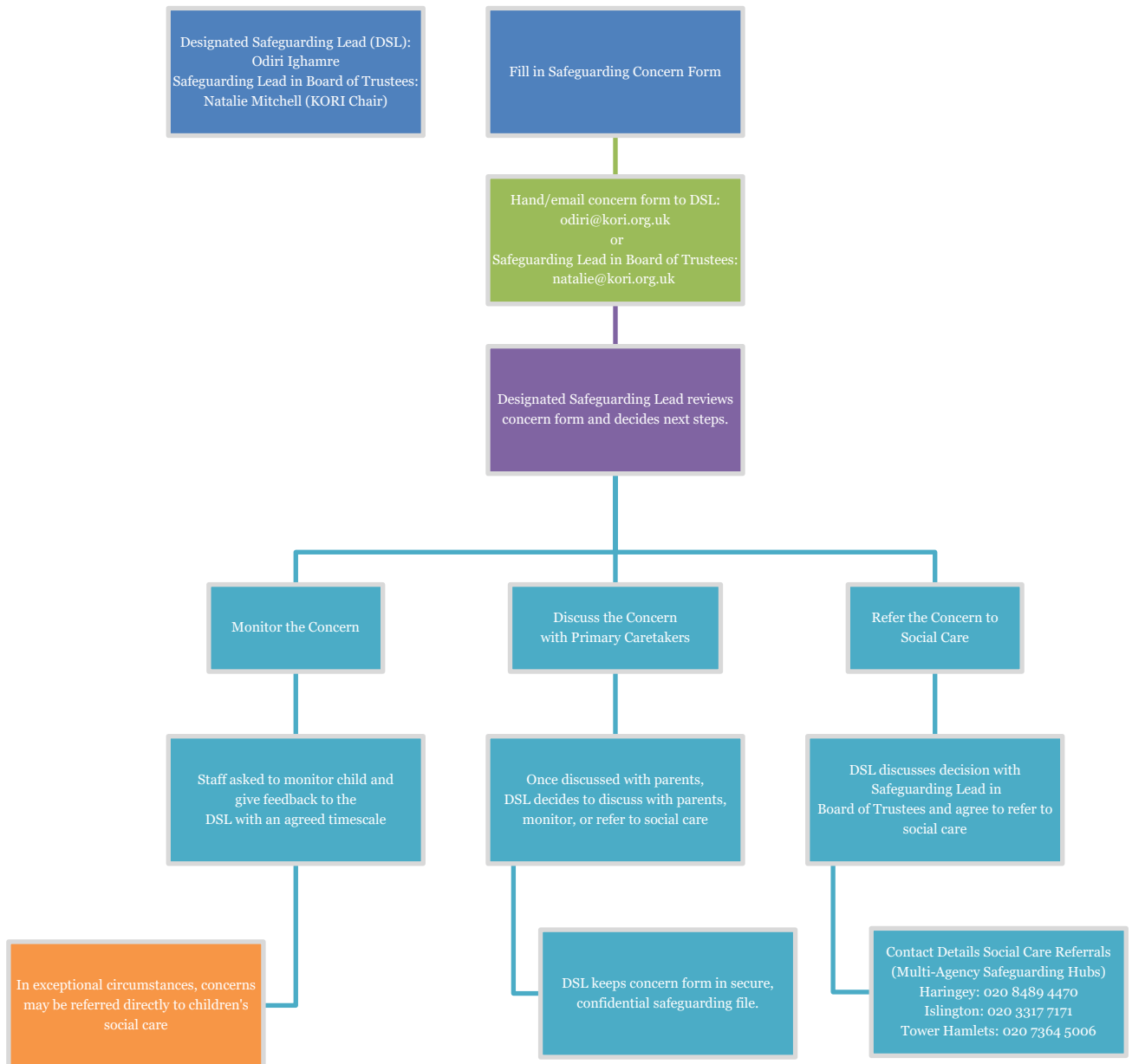
Breast Ironing

Breast ironing, akin to Female Genital Mutilation, involves pounding or heating a pubescent girl's breasts to inhibit development. Typically done by family members to deter unwanted male attention.

Indicators of Breast Ironing:

Girls, aged 9-15, may remain silent. Indicators include unusual behaviour, reluctance in medical exams, and fear of changing for activities due to scars. Early identification is crucial for intervention. [OBJ]

APPENDIX B - Raising Safeguarding Concerns Diagram



Appendix C - Disclosure Form



DISCLOSURE FORM

1. Reporter Information:

Name of the person making the report: _____

Phone: _____ Email _____ (Optional):

Was anyone else present while the disclosure was made? Yes/ No

If Yes, Name: _____ Phone: _____

2. Details of the Young Person(s):

Initials of Young Person(s): _____

3. Nature of the Concern:

Brief description of the concern or incident:

Date of the incident or observation: ____/____/____ Time: _____

Location where the incident occurred:

4. Type of Abuse or Concern:

Physical abuse Emotional or psychological abuse Sexual abuse Neglect

Other (Specify): _____

5. Child's Response or Reaction:

Any observable effects on the child? (Physical/ Emotional/ Behavioural): Yes/No

If yes, describe:

6. Immediate Actions Taken:

What are the steps taken by the person reporting the concern immediately after the incident or observation? (If any):

7. Involvement of Other Agencies:

Are other agencies involved? Yes/No

If yes, which agency? _____ Have they been informed? Yes/No

Have other authorities been notified? Yes/No

If yes, who? _____

8. Additional Notes or Comments:

9. Confidentiality and Consent:

Do you consent for the information to be shared with appropriate parties for investigation and resolution? Yes/No

Signature and Date:

I confirm that the information provided is an accurate representation of the disclosure.

Signature of the person making the report: _____

Date of the report: ____ / ____ / ____

Now present directly or securely email the disclosure form to: Designated Safeguarding Lead Odiri Ighamre odiri@kori.org.uk

Next Review: 01/2027
By Odiri Ighamre

Safeguarding Trustee: Natalie Mitchell – natalie@kori.org.uk