



Safeguarding and Child Protection Policy

MISSION

Sixteenfeet Productions inspires and helps young people find their unique voice through free participatory theatre activities, helping them to develop enduring and transferable skills that lead to increased life chances and long-term well-being.

Inclusivity and diversity are at the heart of what we do. Everyone should be able to see themselves in our productions. We work from the core belief that artistic excellence is key to expanding young people's horizons and creating lasting transformation.

Sixteenfeet productions is committed to the nurturing, protection and safekeeping of all children and young people. All children and young people have the right to be supported and protected from abuse of any kind, regardless of race, culture, religion, gender, sexuality, or disability. All work will be carried out within Sixteenfeet Productions equal opportunities policy.

Children and young people may be abused and/or neglected by their parents, carers, guardians, other young people, trusted adults as well as by strangers. It is the responsibility of each one of us to prevent abuse of children and young people and to report any abuse or neglect which is discovered or suspected.

This policy and the rules contained in it apply to all staff irrespective of seniority, tenure and working hours, including all employees, directors and officers, consultants, and contractors, casual or agency staff, trainees, homeworkers and fixed-term staff and any volunteers (referred to as Staff).

INTRODUCTION

This policy outlines our approach to safeguarding children, young people, and adult participants under the age of 24. It is written in accordance with the Children Act 2004 (an expansion of the Children Act 1989) and the Safeguarding Vulnerable Groups Act 2006 and the Care Act 2014.

Sixteenfeet recognises that our mission statement requires us to hold safeguarding at the heart of all our activities. We embed safeguarding most importantly by valuing young people, listening to them, and respecting them.

The policy offers both general safety guidelines, and specific procedures to deal quickly with any concerns about young people suffering abuse, both in our care and in their lives outside. The policy

must be applied whenever there is a concern about a child, young person, or adult at risk or about the behaviour of an adult.

All those working and interacting with Sixteenfeet productions have a duty to uphold and abide by the Safeguarding Policy. Trustees, staff, tutors, and volunteers have a duty to act in accordance with this policy, and to support service users and other stakeholders to act in accordance with the policy principles.

This policy will be reviewed annually, and modified or supplemented in response to new legislation, changes to the working environment or on advice of from staff, volunteers, or Trustees. All staff, workers and volunteers will receive the latest policy and will be trained to take responsibility for its implementation.

DEFINITIONS

Child: The Children Act 1989 defines a child as someone who is under the age of 18. As Sixteenfeet Productions works with individuals beyond this age we refer to our members as young people and consider this policy to cover all participants, including at risk volunteers.

Young Person/People: For the purposes of this policy, we will use the term young people to include all children and adult participants or volunteers (whether or not deemed 'at risk) under the age of 25.

Adult at Risk: The definition of an adult at risk is a person who is or may be in need of community care services by reason of mental or other disability, age or illness, and who is or may be unable to take care of themselves, or unable to protect themselves against significant harm or exploitation.

Tutors: All session leaders, whether freelance directors or staff, including paid work experience or trainees.

Volunteers: All volunteers aged 18+, regardless of role, including those who may take part in other projects as a participant.

Workers: For the purposes of this policy, 'workers' is used as a generic term for all employees, freelancers, volunteers, trainees, placements, and any other representative of Sixteenfeet Productions deemed to have responsibility to implement safeguarding procedure.

Child Abuse and Neglect: 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 adequately support the child's health or development. More detailed definitions of different types of abuse and guidance on recognising signs of abuse is included in Appendix A: Recognising Signs and Symptoms of Abuse

RESPONSIBILITIES

Trustees: The Charity Commission is clear that Trustees have primary responsibility for safeguarding in their charity. Sixteenfeet's trustees will fulfil their duty of care to safeguard young people with whom Sixteenfeet works by:

- acting in their best interests
- taking all reasonable steps to prevent any harm to them.

- assessing and managing risk
- putting safeguarding policies and procedures in place
- undertaking ongoing monitoring and reviewing to ensure that safeguards are being implemented and are effective.
- responding appropriately to allegations of abuse
- Informing the Charity Commission of any serious incidents

The designated trustee for safeguarding matters (named at the end of the document) will take the lead in overseeing safeguarding practice and responding to allegations of abuse, in consultation with fellow trustees.

Artistic and Directors/Designated Safeguarding Officers: The Directors are jointly responsible for promoting and implementing safeguarding practices across Sixteenfeet, including informing all staff, workers, and volunteers about safeguarding procedures and ensuring they receive appropriate training to implement these practices across the organisation.

The Designated Safeguarding Officers together with the Designated Trustee Safeguarding Lead, will take the lead responsibility for:

- Monitoring and review of this Policy, in collaboration with the Council of Management (Board of Trustees)
- Providing safeguarding advice across programmes
- Ensuring that all procedures (including risk assessments) align with safeguarding practices.
- Responding in a timely manner in line with all safeguarding protocols to any suspected abuse allegations
- Updating the Trustees with regard to any incidents where a safeguarding process had to be implemented (e.g., disclosure or referral to social services)
- Keeping written records in line with our Data Protection Policy
- Referring a case on to social services where necessary
- Reporting any case where an allegation is made against a worker (including volunteers) to the Local Authority Designated Officer (LADO).

All Workers/Volunteers: All workers including staff, freelancers, work experience placements and volunteers are responsible for following the Safeguarding policy and procedures, particularly by:

- Understanding their responsibility in safeguarding
- Following the safeguarding arrangements set out in this policy.
- Reporting any suspicions of abuse or neglect to a manager/designated person
- Reporting any concerns about the behaviour of any members of staff, volunteers, or contractors towards young people

GENERAL GUIDANCE FOR IMPLEMENTATION OF THE SAFEGUARDING POLICY

Awareness, vigilance, and peer support are key in providing a secure environment, both in relation to drama practice and the general welfare of young people. Our awareness and vigilance in relation to suspected abuse extends to the young people's lives beyond the time they spend in our care.

Creating a Safer Environment: Sixteenfeet productions aims to create a psychologically and physically safer working environment by fostering a culture of respect and care.

Workers should immediately challenge any behaviour that might be seen as bullying or discriminatory, or that might develop into bullying by referring to standards of behaviours expected of all. Phrases that might be useful include: “We don’t act like that here” “Everyone works together at Sixteenfeet”; “We don’t talk about people who aren’t in the room”.

Workers should report any concerning language, including gesture or body language, to the lead tutor(s) at post-session debriefs. Lead tutors will create a plan of action, as appropriate, to address the behaviour. This may include talking to a parent/carer or further conversations with the individual or the group.

Workers should be aware of using appropriate language and talking about appropriate topics when young people are present.

All disclosures or allegations must be addressed in a timely manner. No one should feel discouraged from reporting concerns for fear of not being believed.

Safer Worker Recruitment: All staff, volunteers and trustees are required to attend interview and provide references. During interview all candidates will be questioned regarding their understanding of safeguarding and how that might be a consideration in the role they are applying for.

DBS Checks: All trustees, staff, tutors, and volunteers with regular direct contact with young people will be subject to an enhanced Disclosure and Barring Service (DBS) check. DBS checks will be considered valid for 3 years. Sixteenfeet will accept DBS checks undertaken at other organisations if they were undertaken within 2 years prior to the end of the contracted project. Sixteenfeet will pay for worker and volunteer DBS checks and will facilitate the application process through an online system.

Training: All workers and volunteers will receive and be asked to familiarise themselves with Sixteenfeet’s policies, including Safeguarding, Equal Opportunities, Data Protection and Health & Safety Policies. Workers will also be expected to familiarise themselves with Sixteenfeet’s codes of practice including Anti-Bullying Policy, Social Media Use Policy, and Risk Assessments.

Employees will be expected to undergo online safeguarding training as appropriate for their role every 3 years. If the individual has not had previous safeguarding training, they will be expected to take a Level 1 course within their probation period. Refresher courses may include training for safeguarding concerns of marginalised groups.

Communication with Participants and Emergency Contacts: All participants in Sixteenfeet’s workshops return a registration form, including any particular needs they may have, emergency contact names and numbers. Parent/guardian consent is required for young people under 18 to take part in an activity. In occasional circumstances, staff may accept initial verbal consent, followed up by signed paperwork.

If a child (under 18) is registered for an activity but doesn’t arrive, Sixteenfeet will contact the emergency contact to inform them of the absence. Sixteenfeet collects consent for participants to either be collected or make their own way home at the end of a session. Staff may accept verbal consent from parent/carers to alter these arrangements.

Participant and emergency contact details are stored on a mobile phone dedicated to workshops. Workers should ensure they have access to the mobile telephone during activity, as per risk

assessments. No staff, tutors or volunteers should retain participant details on personal devices or in written form outside. Workers must not give their personal details to young people.

As per Sixteenfeet's Data Protection Policy, communication with young people should remain within Sixteenfeet. Workers should not communicate with participants outside Workshop activities, 'friend' or follow participants on social media.

Worker to Participant Ratios: Sixteenfeet activities are led by 2 tutors and supported by volunteers. We aim for the adult/child ratio to be at least 1 to 8 (if under 14) and 1 to 10 (if 14+).

Sixteenfeet aims for staff, tutors, and volunteers to not be left alone with individuals or groups of young people. However, there may be times when one worker must work with a small group in a separate space or hold confidential one-to-one sessions. In these instances, the following procedures should be followed:

- Where possible, you should work within sight or hearing distance of other adults
- You should ensure that other adults are present in the building.
- You must tell other adults present where you will be working and for how long
- If you are left alone with a young person while waiting for parents/carers to collect them you must notify a line manager about the situation. When the young person is collected, you must report that the child is no longer in your care to the line manager and make a note of the time of collection.

Physical Contact: Theatre involves contact. We recognise that appropriate physical touch between young people, and between adults and young people, can be healthy and acceptable in public.

Workers must ensure that any physical contact is appropriate and consensual and should not typically initiate physical contact. Workers should be aware that what may be appropriate for one person may feel unsafe to another and should aim to keep the other party feeling safe at all times. Workers should also apply these principles to personal space boundaries.

Workers should be aware of inappropriate attachments forming between adults and children and should re-establish boundaries to ensure a professional working environment. For instance, if a child repeatedly initiates hugs with a particular worker, the worker can suggest giving high-fives instead.

Workers must not engage in physical contact if they are alone with a young person.

Use of Toilets: All workers are asked to avoid entering these while young people are in the space.

Workers should monitor use of the toilets during sessions to ensure single-sex use by appropriately sized groups.

Social Media, Technology and Online Use:

Tutors must supervise members in restricted online access related to project activities. Members are asked to switch off personal devices during sessions. Tutors should monitor the use of personal devices during break times to avoid photos/videos of members being shared inappropriately online, referring to the project's group contract as necessary in regard to the safety of the group.

Use of Images

Sixteenfeet recognises that taking pictures and videos of the achievements and activities of children and young people is a wonderful way of capturing a memory and promoting successes, but consideration needs to be given to who might have access to those images in whatever media and who gives permission for their use. Sixteenfeet endeavours to safeguard the rights of children and young people in images by:

- always seeking written consent from the parent/guardian or carer for children and young people under the age of 18 BEFORE taking photographs.
- always being clear about how the image will be used and for how long.
- being careful when naming a child or young person and never using the person's full name or the place where they live in conjunction with a photograph
- never publishing any images that could be used inappropriately e.g. children wearing swimming costumes;
- ensuring consent forms and images are stored safely and securely in accordance with the Data Protection Act.

Sixteenfeet recognises that social media provides opportunities to engage, connect and develop unique relationships with children and young people in a creative and dynamic medium, where users are active participants, such as social networking sites e.g. Facebook and other current platforms; micro-blogging services e.g. Twitter; video-sharing services e.g. YouTube; and photo-sharing services e.g. TikTok or Instagram. However, Sixteenfeet also recognises the risks associated with user interactive services including sexual exploitation, online grooming and cyber bullying.

Most children and young people use the Internet positively, but sometimes behave in ways that may place themselves at risk and some risks do not necessarily arise from the technology itself but result from offline contact following interaction on social media.

Sixteenfeet will:

- ensure that any webpage/profile created specifically for a social media site adheres to this policy's guidelines relating to the privacy of personal information and the use of images;
- monitor the use of such sites, and comments made on the sites, to ensure that they are appropriate and not abusive;
- ensure that there is a dedicated manager of social media responsible for setting up, managing and moderating (overseeing / reviewing /responding to posted content) such sites. Sixteenfeet will ensure that this person is trained in and understands online safeguarding issues, including warning signs of grooming and sexual exploitation.
- use an official organisation email address when creating a profile on a networking site such as Facebook (e.g. @sixteenfeet.co.uk rather than @hotmail.com), in order to reduce the risk of impostor or fake profiles;
- keep the log-in details to the account (including the password to the account and webpage/profile) secure in order to reduce the risk of someone hacking into online information;
- set appropriate privacy levels;
- set the 'accept comment' setting in order to check messages; and ensure that all messages are checked before they appear on the webpage / profile, and block any inappropriate messages and, if necessary, report them to the service provider.
- include contact details on the webpage / profile so people can contact the organisation directly, including a website address and telephone number, in order for users to get in touch and verify the organisation;

- take all possible measures not to target or encourage potential users who are likely to be under the minimum age for the social media service (which is usually 13 years old), and report underage users to the service provider and to the young person's parents (if possible);
- not accept 'friend' requests from underage children;
- not ask users to divulge any personal details - including home and email addresses, schools or mobile numbers - that may help locate a child, young person or adult at risk;
- promote safe and responsible use of social networking to Sixteenfeet audiences online

Special Circumstances due to COVID-19

Sixteenfeet endeavours to apply the principles of this policy to all adaptations made to our delivery due to COVID. For guidance regarding safeguarding and health and safety for in-person working while social distancing guidelines are in place, please refer to Sixteenfeet's Covid-19 Risk Assessment.

IN THE CASE OF AN ACCIDENT

If an accident occurs, workers should report the accident to the session or staff lead immediately. The lead worker will take responsibility for following Health & Safety Policy by:

- Seeking medical attention, if necessary, and calling 999.
- Recording the accident in the accident book.
- Informing the parent/carer/emergency contact, unless there is concern for the safety of the young person.

The effects of any accident or incidence of abuse on the rest of the young people in the group should not be underestimated, and appropriate explanations given, bearing in mind the importance of confidentiality.

RESPONDING TO SAFEGUARDING CONCERNS

You may become concerned about a person for a number of reasons:

- A young person may tell (disclose) that s/he or someone else has been, is being or may be abused or harmed
There may be concerns due to the person's behaviour or presentation
Concerns may be raised about the behaviour of an adult, who may be a member of staff, volunteer, another professional or a member of the public.
- A parent, carer, relative or member of the public might share their concerns about a young person.

In all cases if you believe a young person has been, is being or may be harmed, you report your concerns using the following procedures:

If a young person, member of the public or colleague makes an accusation of abuse:

- Stay calm; listen carefully to what is being said.
- Find an appropriate early opportunity to explain that it is likely that the information will need to be shared with others. **Do not promise to keep secrets.**
- Allow the young person to continue at his/her own pace.

- Ask questions for clarification only. Try to use the **TED** method, asking questions that start with “Tell”, “Explain” or “Describe”. Avoid asking questions that suggest a particular answer.
- Reassure the person that they have done the right thing in telling you.
- Tell them what you will do next and with whom the information will be shared.
- Using the **Safeguarding Report** record in writing what was said using the young person’s own words, note the date, time, any names mentioned, to whom the information was given and ensure that the record is signed and dated. Report with the form to the designated person at the earliest opportunity.
- If you consider it unsafe for the young person to leave your care, the designated person should contact Social Services immediately to discuss putting safety measures into effect.

Concerns (No Disclosure): If you become concerned about a young person due to the young person’s behaviour, presentation, or other reason:

- Do not trivialise or dismiss your concerns - Information that may seem trivial can frequently form the missing piece of the puzzle and lead to protective action being taken.
- If the behaviour may be sexually or psychologically harmful to other young people do not explain it away as ‘normal teenage behaviour’
- Report your concerns to your Designated Person as soon as you can.

If you feel a young person may be going to tell you about abuse, but then stops or tells you something else, let them know that you are always ready to listen to them and/or remind them of the Childline number: 0800 1111. You should report your suspicions to a supervisor or Designated Person as soon as possible.

Who You Should Report To:

Volunteers and any other non-paid workers should report their concerns to the supervising staff member for the activity. The supervising staff member will take lead responsibility for carrying out the Safeguarding Reporting Procedures. If allegations are made against the supervising staff member, concerns should be reported directly to the Designated Safeguarding Lead *and* the Council of Management.

All concerns should be reported to Sixteenfeet’s Designated Safeguarding Lead (See roles and contact details below). The Designated Safeguarding Lead will:

- Inform the Trustees about any issues requiring an outside referral.
- If the allegation is against a worker or other participant in the project, suspend him/her from the project pending investigation.
- Report any allegations against a worker to the Designated Trustee.
- Agree with the lead staff member a plan of action and make a note of this plan.
- Keep records of disclosure secure and confidential
- Contact police if it is suspected that a crime has been committed or will be committed imminently.
- Call 999 if a young person is in immediate threat of harm (including self-harm)
- In the case of suspecting that Female Genital Mutilation (FGM) has taken place or will take place imminently, reporting to 101, asking for the FGM Protection Unit
- Contact emergency services if there is a need for immediate medical attention (including for mental health emergencies)
- Consult with Lambeth Social Services, Lambeth Safeguarding Board, and other partner organisations as necessary.

If the Designated Safeguarding Lead is not available, the Designated Safeguarding Officer should undertake the responsibilities described above.

Referrals to the Multi-Agency Safeguarding Hub:

The Designated Safeguarding Lead should first seek consent from parents/carers before a referral, *unless* they feel seeking consent would put the child at further risk of harm or cause unnecessary delay.

If a child is in immediate threat of harm, the Designated Safeguarding Lead, Designated Safeguarding Officer or senior worker present should call emergency services immediately.

Allegations Against Workers: It is VERY IMPORTANT you do not ignore or dismiss concerns or suspicions about another professional or colleague, however well or little you know them, or whatever position they may occupy in their organisation, including volunteers. Concerns do not need to meet the threshold of suspected abuse to be reported. If you are concerned that another worker is not abiding by safeguarding practices, whether intentionally or unintentionally, you must report this.

Any concerns regarding a worker should be reported to the Designated Safeguarding Lead Trustee (roles and contact details below.)

The Trustees will:

- Assess the information quickly and carefully, seeking further information from tutors, staff, volunteers, young people, parents, or carers as appropriate.
- Ensure that the steps set out above have been taken and take these steps if necessary.
- If the allegations are against a staff member, suspend the staff member whilst the matter is investigated.
- If, after investigation, the staff member is found to have seriously breached the safeguarding policy, dismissing the staff member under grounds of gross misconduct.

Further Concerns and Whistleblowing: All staff, freelancers and volunteers should feel responsible for raising safeguarding concerns should they arise. Your role with Sixteenfeet, whether paid or unpaid, will not be at risk because you have raised or escalated your concerns.

If you are dissatisfied with the response to any of your concerns above, raise these again with your Designated Safeguarding Lead.

If you have concerns about how Child Protection matters are being handled at and do not feel that your concerns have been or will be acted on appropriately, you can contact the NSPCC's Whistleblowing Advice Line to discuss your concerns: 0800 028 0285.

CONTACTS FOR REPORTING SUSPECTED ABUSE

Designated Safeguarding Lead: Caroline Funnell (Artistic Director and Trustee)

07958 448690 carofunnell@sixteenfeet.co.uk

- **Emergency Contact List**

Designated Safeguarding Officers (Outreach and Workshops)
David Baker (Outreach and Workshops) bakeso@yahoo.co.uk 07720289665
Max Gold (Outreach and Workshops) maximjgbrandon@hotmail.com 07960964558
Guy Holden (Artistic Associate) guyholden@mac.com 07961100006

All the above have current enhanced DBS clearance and Safeguarding Training Level 2

- **Lambeth Council Children and Young Peoples Services**
Tel: 020 7926 5555 (Option 2)
- **NSPCC – Reporting Concerns**
Tel: 0808 800 5000
Online report form: https://forms.nspcc.org.uk/content/nspcc---report-abuse-form/?_ga=2.20336248.1788947312.1573237207-1260489526.1572971958
- **Police** Police Child Protection Team
Brixton Police Station
367 Brixton Road
SW9 7DD
Tel: 0207 326 1212
- **Policy Review and Signatures**
- This policy will be reviewed on an annual basis or in line with any developments in child protection (whichever comes first). This policy has been adopted and will be implemented by Sixteenfeet productions.

March 2023

Appendix 1 Recognising Signs and Symptoms of Abuse

Definitions and Signs of Abuse

“Child abuse and neglect” 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 adequately 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.

It is not the responsibility of Sixteenfeet employees to decide whether a child or young person has been abused or is at risk. But all workers have a responsibility to report any concerns to a Designated Person. The following information is designed as a guide to help raise awareness of the different signs of abuse.

Physical Abuse: Physical abuse may involve poking, pushing, hitting, shaking, throwing, poisoning, burning or scalding, drowning or suffocating a child. 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. This situation is commonly described as factitious illness by proxy or Munchausen syndrome by proxy.

Signs of physical abuse that could trigger concern may include:

- An unexplained injury
- An injury which is not consistent with the explanation given, or changing/differing accounts of how the injury occurred
- 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, including those that carry an imprint, for example of an implement, a hand or a cord
- Regular “accidental” bruising or injury (including burns, bite marks, scalds, etc)with or without a history of how the injury occurred

Sometimes if a child is being physically abused they may show changes in behaviour, such as:-

- Becoming sad, withdrawn or depressed
- Having trouble sleeping
- Behaving aggressively or being disruptive
- Showing fear of certain adults
- Showing lack of confidence and low self-esteem
- Using drugs or alcohol

Any injury should be considered in the context of the child’s history and developmental stage, and any explanation given.

Emotional Abuse: Emotional abuse is the persistent emotional ill treatment of a child, including persistent criticism, denigration, rejection and scapegoating, such as to cause severe and persistent effects on the child's emotional development. Emotional abuse may include:

- Conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.
- Imposing age or developmentally inappropriate expectations on children.
- Serious bullying, causing children frequently to feel frightened or in danger - e.g., witnessing domestic violence.
- Exploitation or corruption of children

Some level of emotional abuse is involved in all types of ill-treatment of a child, though it may occur alone.

Signs of emotional abuse may include:

- Abnormal attachment between a child and parent/carer, e.g., anxious, indiscriminate or no attachment
- Carer shows a persistently negative attitude towards the child.
- A child with a very low self-esteem and or who will consistently describe themselves in very negative ways such as "I am stupid, naughty, hopeless, ugly".
- 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, or who runs away from home.
- A child who struggles to engage in normal social activity and conversation with peers or adults.
- A child who discloses living in an environment of domestic abuse, alcohol or substance misuse

Sexual Abuse: Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening and includes penetrative and non-penetrative acts. It may also include non-contact activities, such as involving children in looking at, or in the production of, pornographic materials, watching sexual activities or encouraging children to behave in sexually inappropriate ways. Sexual abuse includes abuse of children through sexual exploitation.

A significant proportion of sexual abuse is carried out by children and young people on their peers. This sexually harmful behaviour 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.

Sexual abuse may also include Organised Abuse (where more than one adult acts in agreement to abuse children and/or where an adult uses an institutional framework or position of authority to recruit children for sexual abuse) and Child Sexual Exploitation (exploitative situations, contexts and relationships where young people receive 'something' 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.)

Physical signs of Sexual Abuse may include:

- Pain, itching, bruising or bleeding in the genital or anal areas.
- Genital discharge or urinary tract infections
- Stomach pains or discomfort walking or sitting
- Sexually transmitted infections
- Pregnancy

If the child is suffering from any of these symptoms, action should be taken immediately.

Behavioural signs of sexual abuse may include:

- A Marked change in the child's general behaviour e.g. they may become unusually quiet or withdrawn or unusually aggressive
- 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)
- Sexually abusive behaviour
- Sexually explicit play, continual open masturbation or aggressive sex play with peers (as distinct from normal sexual curiosity)

Signs of Child Sexual Exploitation may include:

- Being involved in abusive relationships, intimidated and fearful of certain people or situations.
- Hanging out with groups of older people, or antisocial groups, or with other vulnerable peers
- Being involved in gangs, gang fights, gang membership
- describe receiving special attention from a particular adult, or refer to a new, "secret" friendship with an adult or young person
- Having older boyfriends or girlfriends
- Spending time at places of concern, such as hotels or known brothels.
- Not knowing where they are, because they have been moved around the country.
- Going missing from home, care or education.

All members of staff and volunteers with Sixteenfeet 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.

Neglect: Neglect involves the persistent failure to meet a child's basic physical and / or psychological needs, likely to result in the serious impairment of the child's health and development. This may involve failure to provide adequate food, shelter or clothing, failure to protect from physical harm or danger or failure to ensure access to appropriate medical care or treatment. It may also include neglect of a child's basic emotional needs.

There are no specific features which indicate neglect, other than that the child's basic needs are not adequately 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.

- Repeated lack of physical and developmental needs, e.g., persistent inappropriate clothing for the weather, persistent hunger/lack of food or lack of cleanliness)
- Responsibility for activity that is not age appropriate such as cooking, ironing, caring for siblings.
- Poor supervision of young children resulting in frequent accidental bruising or injury, including child being left at home alone or with inappropriate carers.
- Regularly not collected from care settings

Other forms of abuse include:

Female Genital Mutilation (FGM)

FGM is a procedure where the female genital organs are deliberately cut, injured or changed and there is no medical reason for this. It is frequently a very traumatic and violent act and can cause harm in many ways. FGM is a deeply rooted practice, widely carried out among specific ethnic populations in Africa and parts of the Middle East and Asia. It serves as a complex form of social control of women's sexual and reproductive rights.

County Lines

Child criminal exploitation is common in county lines and occurs where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child, young person under the age of 18, or adult at risk. The victim may have been criminally exploited even if the activity appears consensual.

County lines is a major, cross-cutting issue involving drugs, violence, gangs, safeguarding, criminal and sexual exploitation, modern slavery, cuckooing, and missing persons. Criminal exploitation does not always involve physical contact; it can also occur through the use of technology.

Exploitation

Exploitation is the intentional ill-treatment, manipulation or abuse of power and control over a child or young person; to take selfish or unfair advantage of the child or young person, or situation for personal gain. It may manifest itself in many forms such as labour, slavery, servitude, engagement in criminal activity, begging, benefit or other financial fraud or trafficking.

Radicalisation and Extremism: 'Safeguarding vulnerable people from radicalisation is no different from safeguarding them from other forms of harm' (Home Office, Prevent Strategy – June 2015)

Radicalisation is defined as: 'the process by which a person comes to support terrorism and forms of extremism leading to terrorism' (Prevent Strategy)

Extremism is defined as – 'vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect tolerance of different faith and beliefs; and/or calls for the death of members in our armed forces, whether in this country or abroad. (Prevent Strategy)

Radicalisation of young people can be compared to grooming for sexual exploitation.

Why might a young person be drawn towards extremist ideology?

It appears that a decision by a young person to become involved in violent extremism:

- may begin with a search for answers to questions about identity, faith and belonging
- may be driven by the desire for 'adventure' and excitement
- may be driven by a desire to enhance the self esteem of the individual and promote their 'street cred'
- is likely to involve identification with a charismatic individual and attraction to a group which
- can offer identity, social network and support
- is likely to be fuelled by a sense of grievance that can be triggered by personal experiences
- of racism or discrimination

There is no single way of identifying a young person who is likely to be susceptible to terrorist ideology. As part of wider safeguarding responsibilities staff should be alert to

- Young people voicing opinions drawn from extremist ideologies and narratives, including use of extremist or 'hate' terms to exclude others or incite violence.
- Intolerance of difference, whether secular or religious or views based on, but not exclusive to, gender, disability, homophobia, race, colour or culture Disclosures by young people of their exposure to the extremist actions, views or materials of others, especially where the young person has not actively sought these out.
- Attempts to impose extremist views or practices on others.
- Graffiti symbols, writing or artwork promoting extremist messages or images.
- Young people accessing extremist material online, including through social networking sites.
- Distributing extremist literature and documentation
- Use of extremist language:
 - o 'Dawlah'—term used by ISIL to refer to the 'Islamic state'
 - o 'Jihad'—means 'struggle 'or 'violence'
 - o 'Caliphate'—ISIL supporters described the territory they control in Iraq.

Syria

- o 'Mujahid' – someone who wants to fight as part of the 'Jihad'
- o 'Shahada' – refers to someone considered to be a martyr
- o 'Kuffar' – a term used by ISIL to describe non-Muslims
- o 'Ummah' – the phrase is used by ISIL to refer to the 'world community of

Muslims'

- o 'Rafidha' – word used by ISIL to refer to those who refuse to accept the

Islamic state

If a member of staff has a concern that a young person or vulnerable adult is at risk of being radicalised this should be raised to a designated person in the same way as any other safeguarding concern

Appendix 2 Effects of Abuse

Without appropriate intervention and treatment, the sustained abuse or neglect of children physically, emotionally or sexually is likely to have major long-term effects on all aspects of the child's health and well-being, such as:

- growth and development,
- own self-image and self-esteem
- difficulties in forming or sustaining close relationships
- getting established in the work force
- developing the attitude and skills necessary to be an affective parent

Children may suffer or be at risk of suffering significant harm. Harm may be attributable to: ill treatment which may include sexual, physical or emotional abuse or the impairment of physical or mental health or the impairment of physical, intellectual or behavioural development.

This may be the result of:

- a deliberate act by a parent, carer or other adult or child
- a failure to act or to provide proper care
- or both of these

Exposure of children to extremist ideology can hinder their social development and educational attainment alongside posing a very real risk that they could support or partake in an act of violence.

How is harm deemed to be 'significant'?

There are no absolute criteria on which to rely when judging what constitutes significant harm.

Consideration of the severity of ill-treatment may include the degree and the extent of physical harm, the duration and frequency of abuse and neglect, and the extent of premeditation, degree of threat and coercion, sadism, and bizarre or unusual elements in child abuse.

Each of these elements has been associated with more severe effects on the child and / or relatively greater difficulty in helping the child overcome the adverse impact of the ill treatment.

Sometimes, a single traumatic event may constitute significant harm (e.g. violent assault, poisoning or suffocation).

More often, significant harm is a compilation of significant events, both acute and longstanding, which interrupt, change or damage the child's physical and psychological development. Some children live in family and social circumstances where their health and development are neglected. For them it is the corrosiveness of long-term emotional, physical or sexual abuse that causes impairment to the extent of constituting significant harm. In each case it is necessary to consider any ill-treatment alongside the family's strengths and supports.

It is important to always take account of the child's reactions, and his or her perceptions, according to the child's age and understanding.

Minor shortcomings in health care or minor deficits in physical, psychological or social development should not require compulsory intervention unless cumulatively they are having or are likely to have, serious and lasting effects upon a child.

Appendix 3 Basic Information on who abuses & barriers to implementing procedures

Who abuses?

- you cannot tell by looking at a person whether they are an abuser – they do not appear different from the rest of society
- abusers come from all classes of society, all professions, ages and backgrounds
- abuse of children may sometimes be carried out by strangers, but it is much more common that the abuser is known to the child and is in a position of trust and / or authority
- it is not only adults who abuse children – children may suffer abuse from other children and young people

Barriers to implementing procedures

Adults:

- finding it hard to believe what we are hearing – shock, disbelief, fear or denial
- not being able to believe that the suspicion is about someone they know
- the fear of ‘getting it wrong’ and the consequences for the child, family and themselves
- worrying about making it worse for the child
- believing that services are stigmatised
- not wanting to be involved
- not having the information of what to do or who to contact

Children:

- being scared because they feel / have been threatened
- believing they will be taken away from home
- believing they are to blame
- thinking it happens to all children
- feeling embarrassed
- feeling guilty
- not wanting the abuser to get into trouble
- having communication or learning difficulties
- not having the vocabulary for what happened
- being afraid they won’t be believed
- believing they have ‘told’ (maybe by dropping hints) and haven’t been believed, so ‘what’s the point in trying again’

General:

- disability: children with a disability are known to be particularly at risk due to dependency on others, communication issues, isolation, having difficulty in recognising inappropriate behaviour, not being able to physically leave an abuse situation
- racism: evidence suggests ethnic minority families often fail to receive appropriate services from statutory authorities
- faith issues: strong beliefs about redemption and forgiveness can mark abusers

- and many others (the above summary is just citing the main / most common barriers)

Appendix 4
Example of consent form:



Participant Application Form – Mondays 6th February – 27th March 2023

BYT 7-11

Please fill in your details below to apply to join this project and have the form signed by a parent/guardian.

If you would like to find out more about this project please:

Email Caroline at carofunnell@sixteenfeet.co.uk or visit www.brixtonyouththeatre.com

First name			
Surname			
Address			
Mobile phone number			
Home phone number			
Email address			
School / College			
Age		Date of Birth	
Emergency Contact details: Tel:			
Medical Conditions/Special Requirements			
Do you have any allergies:			
Please let us know of any access requirements or medical information we should be aware of:			

Parent/Guardian consent (for participants under 16)	I give consent for this participant to attend Brixton Youth Theatre (BYT). Signature of parent/guardian:
Photography & Video Consent by parent/guardian	I give consent for this participant to be photographed and/or filmed. Images and video may be used to promote BYT activities and future projects, including on BYT website and social media platforms. No names will be used. Signature of parent/guardian:
Parent/Guardian contact details	
	Mobile:

Our funders often require statistics about the people participating in our projects. If you are happy to share these details, please complete the questions below.

Gender Please circle	Female \ Male	Prefer not to say
Ethnicity	Please tick one option below. These categories are specified by one of our main funders.	
<input type="checkbox"/> Arab/North African	<input type="checkbox"/> Black or Black British Caribbean	<input type="checkbox"/> West European (please specify)
<input type="checkbox"/> Arab/Asian	<input type="checkbox"/> Black or Black British African	<input type="checkbox"/> White British
<input type="checkbox"/> Asian or Asian British Indian	<input type="checkbox"/> Chinese	<input type="checkbox"/> White Irish
<input type="checkbox"/> Asian or Asian British Pakistani	<input type="checkbox"/> East European (please specify)	<input type="checkbox"/> White other (please specify)
<input type="checkbox"/> Asian or Asian British Bangladeshi	<input type="checkbox"/> Mixed other (please specify)	<input type="checkbox"/> Unknown
<input type="checkbox"/> Asian or Asian British other (please specify)	<input type="checkbox"/> Other ethnic group (please specify)	

<input type="checkbox"/>	Eligible for Free School Meals	<input type="checkbox"/>
<input type="checkbox"/>	Claiming benefits	<input type="checkbox"/>
<input type="checkbox"/>	Without recourse to public funds	<input type="checkbox"/>
<input type="checkbox"/>	A frontline worker	<input type="checkbox"/>
<input type="checkbox"/>	Vulnerable or disadvantaged in any way (please give more information)	<input type="checkbox"/>

Return this form to:

carofunnell@sixteenfeet.co.uk or call Caroline to register 07958 448690

Appendix 5: Incident Record Form - strictly confidential -

Sixteenfeet Productions

Your name:
Project Name and Your Position:
Child's Name:
Child's Address:
Parents/Carers Name and Address:
Child's Date of Birth:
Date and Time of Incident:
Your Observations:
Exactly What Child Said and What You Said: (remember not to lead the child, record actual details. Continue of separate sheet if necessary)
Action Taken So Far:

External Agencies Contacted (Date & Time)	
POLICE Yes/No	If yes – which: Name and Contact number: Details of Advice Received:

SOCIAL SERVICES Yes/No	If yes – which: Name and Contact number: Details of Advice Received:
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LOCAL AUTHORITY Yes/No	If yes – which: Name and Contact number: Details of Advice Received:
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Other (e.g. NSPCC) Yes/No	If yes – which: Name and Contact number: Details of Advice Received:
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Signature:	
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Print Name:	
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Date:	
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