



UK YOUTH

UK Youth Safeguarding Policy & Procedures

Child Protection
and the
Protection of Adults at Risk

Revised May 2025

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UK Youth Safeguarding Policy and Procedure for: Child Protection & Adults at Risk

1 Introduction

EVERYONE has a Safeguarding responsibility: This document aims to identify UK Youth's Safeguarding policy and procedures for protecting children, young people, and adults at risk. A child is defined as anyone up to the age of 18. The document applies to all UK Youth staff, including apprentices, trustees, volunteers, freelancers, and consultants, and the policy and procedures apply to all UK Youth activities.

All adults who encounter children, young people, and adults at risk in their work have a legal duty of care to safeguard and promote their welfare and must be competent, confident, and safe to do so.

- Safeguarding and promoting the welfare of children and young people covers anyone who has not yet reached their 18th birthday or is an adult at risk aged up to 25. Child protection is part of safeguarding and promoting the welfare of children. For this guidance, it is defined as activity that is undertaken to protect specific children who are suspected to be suffering or likely to suffer significant harm. This includes harm that occurs inside or outside the home, including online.
- An adult at risk is at risk of harm or abuse and may need care and support. The adult may be more vulnerable to damage than others due to a disability, mental disorder, illness, or other infirmity



Policy Statement

UK Youth seeks to provide an environment where everyone can work safely, and children, young people, and adults at risk can engage with the charity's activities and enjoy programmes provided through the charity's work or in partnership with other agencies and/or community voluntary sector organisations.

It is the policy of UK Youth to safeguard the welfare of children, young people and adults at risk involved in the work we do by protecting them from neglect, physical, sexual or emotional abuse, sexual harassment and discrimination. It is also UK Youth's policy to provide those working for or with the charity with a framework to keep everyone engaged in the Charity's activities safe. It is UK Youth's policy:

- to ensure all staff, apprentices, trustees, consultants and volunteers (legally responsible adults) working with children, young people or adults at risk are carefully selected and checked by the Disclosure and Barring Service ("DBS" - see 4.1 below), have two appropriate references and understand and accept their responsibility for the safety of children, young people and adults at risk in their care.
- For all our direct delivery work, we will comply with the Department for Education's (DfE) guidance for safeguarding children in out-of-school settings.
- to raise awareness of safeguarding amongst community voluntary groups, clubs and organisations within our Networks and encourage them all to meet the Department for Education's (DfE) guidance for [protecting children in out-of-school settings](#)
- to ensure that the welfare of children, young people and adults at risk is of paramount importance, regardless of age, gender reassignment, ability, sex or sexual orientation, religion or belief, or race, when planning, organising, advising on and delivering our work.
- to recognise that some children are additionally vulnerable because of the impact of discrimination, previous experiences, their level of dependency, communication needs or other issues.
- to respond swiftly and appropriately to all suspicions or allegations of safeguarding concerns and to ensure confidential information is restricted to the appropriate internal and external agencies.
- to raise the awareness of relevant staff, partner organisations and volunteers of safeguarding issues through training and regular updates to risk assessments.
- to monitor and review the effectiveness of this policy regularly.
- to ensure that the principles of this policy are adopted by all organisations or individuals with whom UK Youth works and by members of the UK Youth Networks through adopting a policy which meets the same level of determination regarding the safety of children, young people and adults at risk.

This Policy also requires UK Youth to manage effectively the risks associated with Charity activities and events involving children, young people and adults at risk by:

- Completing a risk assessment process, identifying risks and means of reducing or eliminating these;
- Implementing the required actions identified by the risk assessment process and reviewing the effectiveness of these regularly;

- Requiring new employees and individuals involved in working with children, young people and adults at risk to familiarise themselves with the content of this policy, the associated code of behaviour, any associated policies or risk assessments and that they receive appropriate training.

We are committed to transparency in our safeguarding work and strive for the highest standards.

Procedure

The implementation of this policy is mandatory across all areas of the Charity. Specific responsibilities are outlined below:

2 Responsibilities

2.1 Trustee Impact & Risk Committee

The Trustee Impact & Risk Committee Chair is responsible for ensuring measures are in place to protect the young people and adults at risk who come into contact with UK Youth from harm. The Trustee Impact & Risk Committee represents the Trustee Board. All Trustee Impact & Risk Committee members must be trained on their legal responsibilities and compliance concerning safeguarding.

2.2 Chief Executive and Leadership Team

The Chief Executive is ultimately accountable for implementing the Charity's Safeguarding Policy and Procedures.

The Leadership Team implements and embeds the Safeguarding Policy and Procedures within their directorates and across the Charity.

2.3 Safeguarding Leadership Team

UK Youth's has an identified Safeguarding Leadership Team;

Designated Safeguarding Lead (DSL), UK Youth Director of Outdoor Learning, David Watts. Accountable to the Trustee Impact & Risk Committee and the CEO on all safeguarding matters.

Deputy Designated Safeguarding Lead, UK Youth Director of Network Delivery, Thora Eberts. They will support the DSL and fulfil its role in its absence.

Safeguarding Facilitator, UK Youth Head of Operations (or equivalent role): Supports the DSL and Deputy DSL in enacting their duties; acts as the administrative lead for the team; ensures training compliance across UK Youth.

The Safeguarding Leadership Team can be contacted by email at_safeguarding@ukyouth.org or directly via Teams.

The DSL is responsible for warranting:

- The CEO and the Trustee Chair of the Impact & Risk Committee will be informed as soon as reasonably practical of any significant safeguarding incidents. Low-level incidents will be reported during regular reporting cycles unless activity requires earlier reporting.
- The resources available to support staff to meet safeguarding/child protection policy and procedures are available to staff

- that safeguarding impacts are constantly considered across the scope of the work the Charity delivers and are integrated into the development of all new pieces of work.
- Embedding safeguarding into daily Charity operations
- currency of UK Youth's safeguarding approach, considering and authorising any immediate changes in operational policy required due to a safeguarding incident or near miss
- Safeguarding is considered in all staff appointments (including trustees, volunteers, freelance staff, consultants, etc.).
- Training of staff is delivered as regularly as is necessary for department needs.
- Representation at external safeguarding meetings

2.4 Line Managers

Responsible for ensuring:

- The Safeguarding Policy and procedures are fully implemented locally, and the procedures are complied with and communicated
- That staff, volunteers, and consultants can discuss safeguarding issues confidentially and receive guidance and support on action if situations arise
- The immediate referral of all safeguarding issues to the DSL or Deputy DSL.
- All reporting staff know their roles and responsibilities under this policy. This must form part of their induction and confirmation that they have the UK Youth aide memoire 'safeguarding code of practice'.
- Staff, volunteers, and consultants in their teams undertake appropriate and required induction and training in safeguarding/child protection at the necessary level relevant to their role
- All new staff members and volunteers have the required disclosure certificate in place if engaging in regulated activity with young people, and they cooperate with the internal DBS procedures

2.5 All Trustees, staff, apprentices, volunteers, freelancers, and consultants

All Trustees, staff (including apprentices), volunteers, freelancers, and consultants are expected to adhere to the requirements of this policy and procedure and operate within the codes of conduct outlined in the various policies that support the charity's work.

Any behaviour by a Trustee, member of staff, apprentice, volunteer, freelancer, or consultant that contravenes the terms of this policy and procedure may be considered for disciplinary action. This action may, in turn, lead to the dismissal of staff, the ending of contracts for apprentices, volunteers, freelancers, and consultants, and the removal of Trustees from the Trustee Board.

3 Scope

3.1 Recruitment of Employees, Volunteers, Trustees, Freelancers and Consultants

The recruitment and selection processes ensure that the best person for a particular role is appointed, including employees, volunteers, trustees, freelancers, and consultants. However, UK Youth need to balance the need to protect the interests of young people with its desire not to discriminate unfairly against ex-offenders. For this reason, the Charity has a detailed policy and

procedure that details the recruitment of ex-offenders, and all staff, trustees and regular volunteers are required to have two appropriate references, attend specific training and hold a valid enhanced DBS certificate.

3.2 Work with Children, Young People and Adults at Risk

UK Youth require ALL those working directly with children, young people and adults at risk on behalf of the charity in ANY situation to follow the safeguarding procedures set out in this document to create a safe environment in which to work with them:

4 Guidance

4.1 Guidance for Safer Working Practice

Staff must always consider safety issues. This includes conducting appropriate risk assessments before all sessions (See UK YOUTH Health and Safety.doc). Due regard should also be given to the potential influences and associated risks that different groups will have on each other.

Local departmental Standing Operating Procedures (SOPs) and best practices should always be followed.

All staff must read and follow the [UK Youth Safeguarding Code of Practice](#)

Staff planning sessions at third-party premises must ensure a 24-hour emergency contact system for the event for appropriate staff and services.

Parental/guardian consent, including media and medical information, must be obtained in advance when UK Youth works directly with and is responsible for at-risk young people and adults. (form located [here](#)).

4.2 Signs and Types of Abuse

Signs of Child and Adult at Risk Abuse:

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent damage. Children may be abused in a family or an institutional or community setting, by those known to them or, more rarely, by a stranger. An adult or adults, or another child or children, may abuse them.

Staff, volunteers, trustees, consultants and freelancers have a responsibility to be aware of signs that could alert them to the fact that a child, young person or adult at risk might be being abused, including:

- Unexplained bruising and injuries
- Sexually explicit language and actions
- Sudden changes in behaviour
- Something a child has said

- A change observed over a long period, e.g. losing weight or being increasingly dirty or unkempt.

If a child, young person or adult at risk displays these signs, it does not necessarily mean that they are being abused. Similarly, there may not be any signs; you may feel something is wrong. If you are worried, it is not your responsibility to decide if it is abuse. Still, it is your responsibility to act on your concerns and do something about them by reporting them appropriately. [See Appendix 2 for full descriptions of Types of Abuse.](#)

4.3 Sexual Harassment

Harassment can take many forms, and it is essential to be aware of the different types of harassment so that we can protect children, young people and adults at risk. The three main types of harassment are verbal, visual, and physical. For harassment to be committed, there must be a 'course of conduct' (i.e. two or more related occurrences). The information does not necessarily have to be violent, but must be oppressive and have caused some alarm or distress.

If you witness sexual harassment of a child or young person, or an adult at risk, or they report they are being harassed, deal with this in the same manner as any other safeguarding incident.

4.4 Suspicions/Reports of Abuse

The following are some key Dos and Don'ts if a child, young person or adult at risk reports abuse:

Always:

- **S**tay calm. Ensure the child, young person, or at-risk adult is safe and feels safe.
- **M**ake notes, and as soon as possible after the event, write up a detailed account of what you and the child, young person or adult at risk discussed.
- **A**llow the child, young person or adult at risk to speak without interruption, accepting what you have been told. (This should not be seen as believing or disbelieving what you have been told)
- **R**eassure the child, young person or adult at risk and stress that they are not to blame; tell them that they are correct to say to you and that you will try to offer support – but **do not** promise to keep it a secret and tell the child it is your responsibility to inform others.
- **T**ell the child, young person or adult at risk that you will try to offer support, but you will have to pass the information on.
- **A**lleviate feelings of guilt and isolation without passing any judgment.

Never:

- Rush into details that may be inappropriate.
- Make promises you cannot keep.
- Take sole responsibility – consult someone else to protect the child, young person or adult at risk and gain support for yourself.

4.5 Low-Level Concerns

What we mean by Low-Level Concern

A low-level concern is any concern that an adult has behaved in a way that.

- is inconsistent with the UK Youth Safeguarding Code of Practice. This includes inappropriate conduct both inside and outside of work
- does not meet the threshold of harm or is not considered serious enough for UK Youth to refer to the local authority

Low-level concerns include a spectrum of behaviours which may be

- intentionally designed to facilitate abuse
- unintentional, inadvertent or thoughtless

The key is that the behaviour is inappropriate and not what UK Youth expects, as set out in our Safeguarding Code of Practice. It may occur face-to-face, in writing or digitally, such as in online meetings, via social media, or email. Examples include;

- showing favouritism
- being over-friendly
- using inappropriate language that is sexual, profane, intimidating or offensive
- initiating hugging
- adults taking photographs of children on their mobile phones

It is your responsibility to report low-level concerns.

UK Youth's response - Concerns raised will be handled sensitively and proportionately:

- Undertake to weigh up information to distinguish between unprofessional behaviour and intentional harm or abuse, identify concerning, problematic or inappropriate behaviour, including any patterns, that may need to be consulted upon with, or referred to, the local authority dedicated officer (LADO) or equivalent officer
- Focus on the behaviour, not the language used to describe or report it
- Address unprofessional behaviour and support the individual to correct it at an early stage
- Identify any areas for development in the organisation's safeguarding system and any training needs.

A low-level concern is any concern, **no matter how small**, and even if no more than causing a sense of unease or a 'nagging doubt', an adult may have acted in a way that;

- is inconsistent with UK Youth's Safeguarding Code of Practice, including inappropriate conduct outside of work, and
- does not meet the allegation threshold or is otherwise not severe enough to consider a referral to the LADO or equivalent local authority professional. However, it may merit consulting with and seeking advice from them.

Any low-level concern must be shared with the DSL immediately and **within 12 hours** of the incident or becoming aware of it. The DSL can be contacted by emailing safeguarding@ukyouth.org

All concerns, discussions, decisions made, and the reasons for those decisions should be recorded on this form immediately for the DSL to review.

The form will ask you to:

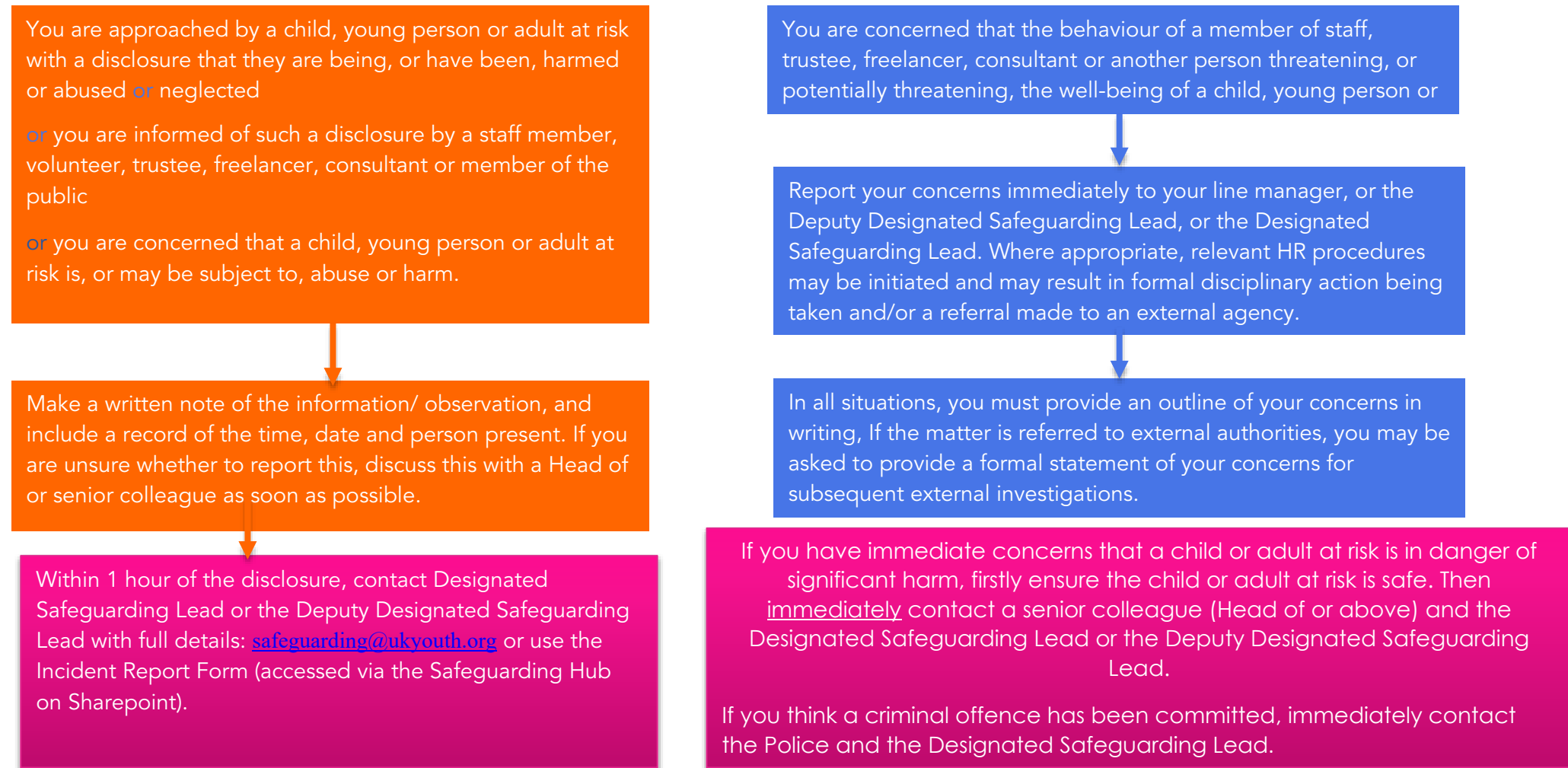
- Provide a clear and comprehensive summary of the concern

- Detail how the concern was followed up and resolved, and
- Note any action taken, decisions reached, and the outcome.

If in doubt about recording requirements, staff should discuss with the DSL or Deputy DSL.

4.6 Reporting a Safeguarding Concern - Guidance Flow Diagram

What should you do if you have concerns about the safety of a child, young person, or adult at risk or have allegations about a staff member?
Use the [online Incident Report Form](#) to record your actions.



4.7 Radicalisation & Extremism

The threat from terrorism and extremism in the UK is real and severe, and can involve the exploitation of vulnerable children, young people and adults at risk. This can include involving them in extremist activity in the UK or abroad, putting them in extreme danger.

Children, young people, and adults at risk are being targeted by adults who hold extreme views that advocate violence. There has also been an increase in far-right extremism, which can also draw them into violence. UK Youth staff, including apprentices, trustees, volunteers, freelancers and consultants working directly with children, young people and adults at risk, must be aware of radicalisation and extremism and immediately report any suspicions of radicalisation and extremism to the DSL or Deputy DSL.

Radicalisation and extremism can put a child or young person at risk of being drawn into violence and criminal activity and have the potential to cause significant harm. Radicalisation is a process by which an individual or group adopts increasingly extreme political, social, or religious ideals and aspirations that reject or undermine the status quo or undermine contemporary ideas and expressions of a nation. Children, young people, and adults at risk may become radicalised if they feel:

Vulnerable

- Unhappy about themselves and what others might think of them
- Stressed or depressed
- Confused about what they are doing
- The desire to be valued and respected
- Embarrassed or judged about their culture, gender, religion or race
- Fed up with being bullied or poorly treated by other people or by society

Risk of Radicalisation

- Isolated and lonely or wanting to belong
- No one is listening to them/have no voice
- Pressured to stand up for other people who are being oppressed
- There are limited other options open to them
- Angry at other people or the government

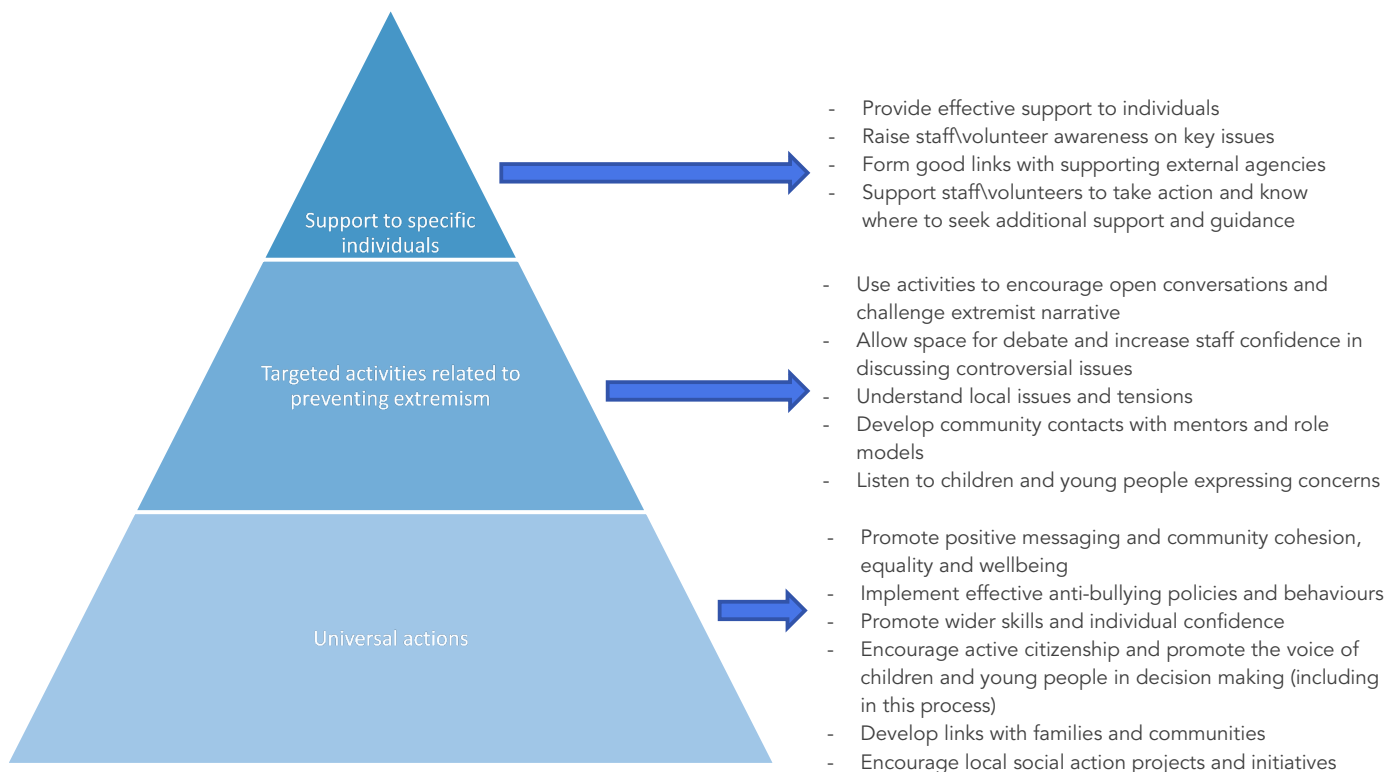
Extremism is when people have very strong opinions or certain beliefs about politics or religions which are hateful, dangerous or against the law.

Extremists might use violence and damage to express their views. Extremist racial or religious groups might use religion, hate, fear or violence to control and influence people. Many groups and individuals hold extremist views both within the UK and internationally; some are more dangerous than others, and UK Youth staff need to be aware of how they can affect young people negatively and what they should do to support children and young people or adults at risk who are in danger of being radicalised.

UK Youth staff, including apprentices, will be expected to have completed PREVENT awareness training at a minimum biannually to equip staff to identify children and adults at risk of being drawn into terrorism and to challenge extremist ideas. <https://www.support-people-susceptible-to-radicalisation.service.gov.uk/portal#awareness-course>

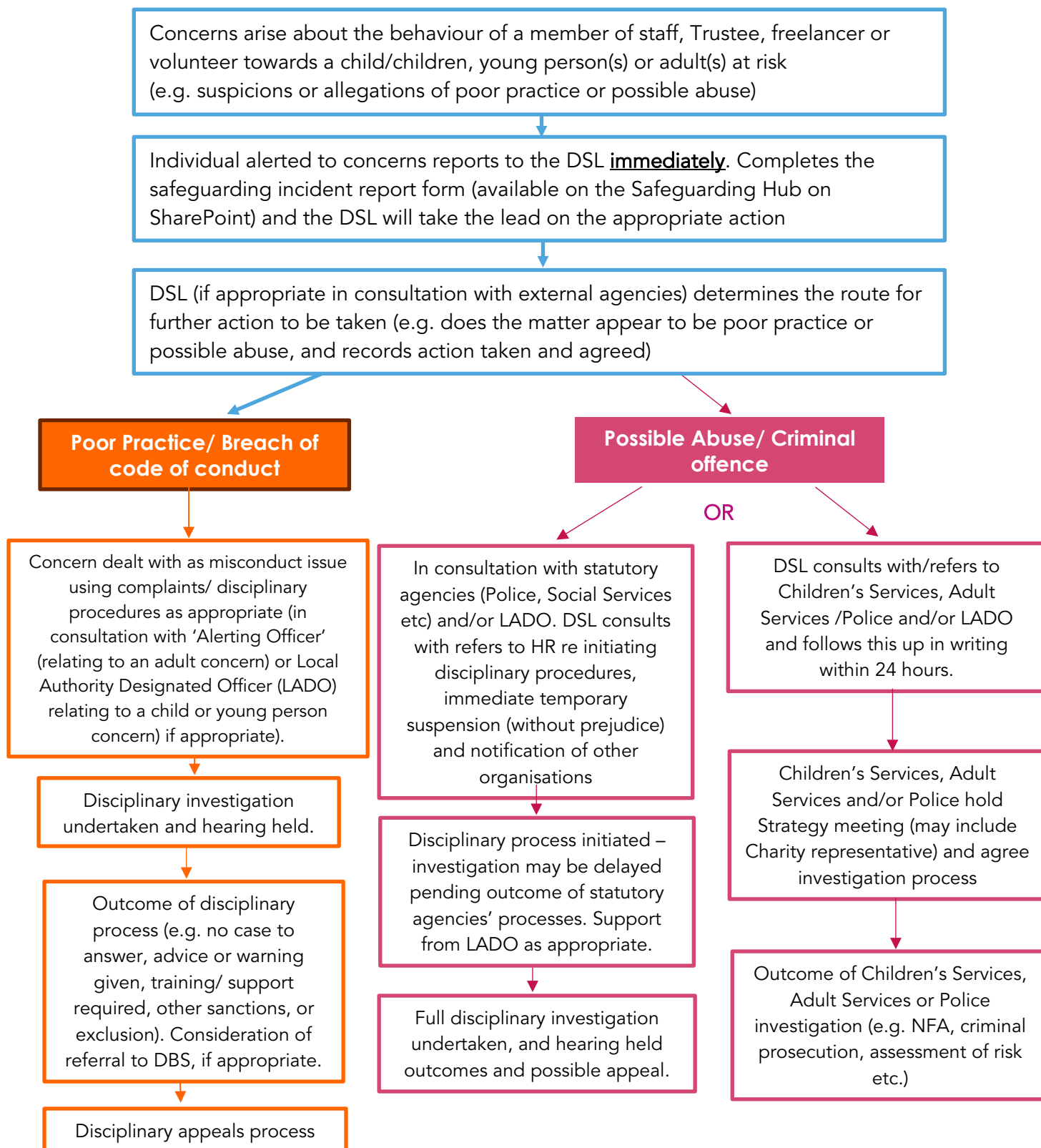
Trustees, volunteers, freelancers, and consultants must complete the PREVENT awareness training if they directly deliver UK Youth services to children, young people, and adults at risk.

Tiered Approach to PREVENT for Children, Young People & Adults at Risk

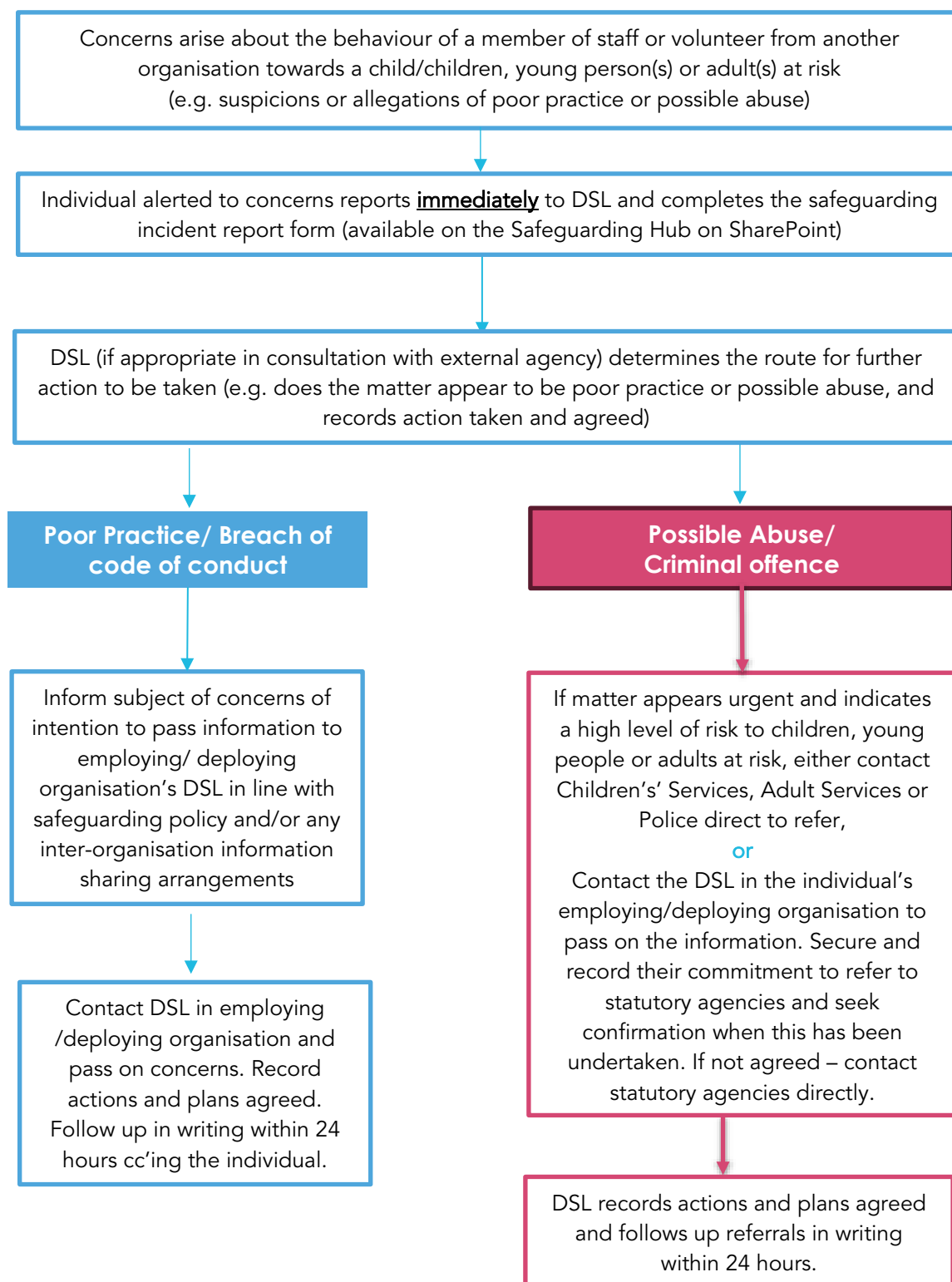


4.8 Designated Safeguarding Lead - reporting procedure for concerns

Behaviour of a staff member, Trustee, volunteer, freelancer or consultant (e.g. allegation about behaviour towards a child, young person or adult at risk)



Behaviour of another organisation's staff member, Trustee, freelancer, volunteer or consultant (e.g. allegation about behaviour towards a child, young person or adult at risk)



5 Child Protection System in the UK

The UK's four nations—England, Northern Ireland, Scotland, and Wales—each have a child protection system and laws to help protect children from abuse and neglect. Each nation has a framework of legislation, guidance, and practice to identify children who are at risk of harm, take action to protect those children, and prevent further abuse.

Each UK nation is responsible for its policies and laws regarding education, health, and social welfare. These laws cover most aspects of safeguarding and child protection. Although the child protection systems in each nation are different, they are all based on similar principles, and UK Youth will abide by appropriate national laws as necessary when carrying out our work.

6 Whistleblowing and Complaints Procedure

UK Youth have a Whistleblowing Policy available on its website.

Any complaints about this Safeguarding Policy should be directed to the Designated Safeguarding Lead, David Watts, safeguarding@ukyouth.org or, if the complaint refers to the DSL, to the Chief Executive Officer of UK Youth.

7 Further information

- For details of legislation and up-to-date information on Child Protection, see [Safeguarding children and young people](#)
- The following local authority organisations are responsible for key inter-agency forums for child protection, safeguarding assessments and decisions at the level and are identified on local government websites:
 - Social Services Departments
 - Local Safeguarding Children Board (LSCB)
 - Multi-Agency Safeguarding Hub (MASH).
- Radicalisation and Extremism - [Prevent Duty Guidance](#)
- [NSPCC](#). A registered charity established to prevent cruelty to children. Helpline for concerns about a child's welfare 0808 800 5000
- [Children England](#) – A registered charity created by other charities to create a society where all children and young people are valued, protected and listened to, their rights are realised, and families are supported.
- [Child exploitation and Online Protection \(CEOP\)](#)
- [After-school clubs, community activities, and tuition Safeguarding guidance for providers](#)
- See [Appendix 4](#) for UK Youth safeguarding contacts

8 UK Youth Supporting Policies and Procedures

UK Youth has a duty, both in law and as a responsible organisation, to take reasonable care of children, young people, and adults at risk who come into contact with the Charity's activities. The Charity aims to adopt the highest possible standards and take all reasonable steps to ensure the safety and welfare of children, young people, and adults at risk.

UK Youth is fully committed to meeting the requirements of safeguarding children, young people, and adults at risk to ensure that they are protected while enjoying opportunities to develop their full potential.

This policy should be read in conjunction with the following UK Youth policies and procedures:

- Health and Safety
- Whistleblowing
- Equal Opportunities and Dignity at Work
- Recruitment and Selection
- Bullying and Harassment
- Sexual Harassment
- Complaints procedure
- Data Protection Policy
- Digital Safeguarding policy
- Disciplinary policy and procedure
- Grievance policy

These documents can be found on the UK Youth's [Policy Hub](#).

The following legislation is relevant to this policy either because it has influenced its introduction and/or its content:

- Health and Safety at Work Act 1974
- Rehabilitation of Offenders Act 1974
- Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975
- The Police Act 1997
- Protection of Children Act 1999
- Management of Health and Safety at Work Regulations 1999
- The Human Rights Act 1998
- Sexual Offences Act 2003
- The Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Equality Act 2010
- Protection of Freedoms Act 2012 -The Protection of Freedoms Act 2012 is critical as the Disclosure and Barring Service (DBS) now makes all decisions to bar individuals from working with children or adults under this legislation.
- GDPR and Data Protection Act 2018

9 Review

This procedure will be reviewed and updated at least every year to reflect legislation and statutory guidance changes requiring UK Youth to amend its policy and procedures.

UK Youth Child Protection – A code of good practice

It is the policy of UK Youth to safeguard the welfare of all young people using our services by protecting them from neglect and physical, sexual and emotional harm.

This is essential information for all staff, trustees, volunteers, freelancers, and consultants involved in the work of UK Youth (aged 18 and over)—keep it with you. Our Designated Safeguarding Leadership team can provide more details on our policies.

What happens if...?

If you suspect abuse, a young person confides in you, or a complaint is made about any adult or yourself, it is your duty to report the concern:

If a young person tells you about abuse by someone else:

1. Allow the young person to speak without interruption, accepting what is said
2. Offer immediate understanding and reassurance while passing no judgment
3. Advise that you will try to offer support, but that you must pass the information on
4. Immediately tell your line manager, the Deputy Designated Safeguarding Lead or Designated Safeguarding Lead
5. Write careful notes of what was said; use actual words wherever possible
6. Sign, date and pass your notes to the Designated Safeguarding Lead
7. Ensure that no situation arises that could cause further concern, and always inform your line manager and the Designated Safeguarding Lead of your action.

If you have a concern about a young person's safety and well-being:

1. Ensure the young person is safe.
2. Immediately tell your line manager or the Deputy/ Designated Safeguarding Lead
3. Write careful notes of what you witnessed, heard or were told
4. Sign, date and pass your notes to the Designated Safeguarding Lead
5. Ensure that no situation arises which could cause any further concern

If you receive a complaint or allegation about any adult or yourself:

1. Immediately tell your line manager or the Deputy/ Designated Safeguarding Lead
2. Write careful notes of what you witnessed, heard or were told
3. Sign, date and pass your notes to the Designated Safeguarding Lead
4. Try to ensure no one is placed in a position which could cause further compromise

Note: Any adult associated with UK Youth has the right to report any concerns or suspicions about another adult or young person confidently and free from harassment.

You must refer; you must not investigate.

If in any doubt about policy or procedure, please get in touch with the Designated Safeguarding Lead, David Watts, at safeguarding@ukyouth.org

Safeguarding Code of Practice

It is the policy of UK Youth to safeguard the welfare of children and young people and all others involved in our work by protecting them from neglect, physical, sexual or emotional abuse.

If a child or young person's behaviour or appearance gives reason for concern, there is unusual physical injury or they confide about abuse, the procedures that MUST be followed are:

- 1** Ensure the young person is safe
- 2** Immediately inform your Line Manager or Director
- 3** Use the child protection incident form to make a record of your actions
- 4** Ensure they have access to an independent adult e.g. teacher, group leader, youth worker
- 5** If abuse is suspected, report concerns directly to the UK Youth DSL

DO

- ✓ set an example for others to follow
- ✓ treat young people equally
- ✓ plan activities that have more than one person present
- ✓ respect a young person's right to personal privacy
- ✓ avoid unacceptable situations within a relationship of trust
- ✓ have separate sleeping accommodations for young people and leaders
- ✓ allow young people to talk about concerns they have
- ✓ encourage others to challenge attitudes or behaviours
- ✓ avoid being drawn in to inappropriate behaviour i.e. tantrums/crashes
- ✓ make everyone aware of our safeguarding arrangements
- ✓ tell other staff where you are and what you are doing
- ✓ remember someone else could misinterpret your actions
- ✓ take allegations or concerns of abuse seriously

NEVER

- ✗ engage in rough physical activities
- ✗ engage in sexually provocative activities
- ✗ allow or engage in inappropriate touching
- ✗ allow a child/young person to use inappropriate language unchallenged
- ✗ make sexually suggestive comments about/to a child/young person
- ✗ let an allegation a child/young person makes to go unchallenged or unrecorded
- ✗ do things of a personal nature for a child/young person that they can do for themselves
- ✗ be in a situation where you are left alone with a child/young person

UK Youth Designated Safeguarding Lead (DSL)

DAVID WATTS
safeguarding@ukyouth.org
07738 588 140

Find the full UK Youth Safeguarding policies and procedures on SharePoint

Appendix 2

Types of Abuse:

Abuse: A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family, an institutional, or a community setting by those known to them or, more rarely, by others (e.g. via the Internet). An adult or adults, or another child or children, may abuse them.

Physical abuse: Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing bodily harm to a child, young person or adult at risk. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child, young person or adult at risk.

Emotional abuse: Emotional abuse is the persistent emotional maltreatment of a child, young person or adult at risk, such as to cause severe and persistent adverse effects on their emotional development. It may involve conveying to them that they are worthless or unloved, inadequate, or valued only insofar as they meet another person's needs. It may feature age or developmentally inappropriate expectations imposed on children, young people or adults at risk. These may include interactions beyond their developmental capability, overprotection, limitation of exploration and learning, or preventing them from participating in regular social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve severe bullying, causing children, young people or adults at risk to frequently feel frightened or in danger, or the exploitation or corruption of them. Some level of emotional abuse is involved in all types of maltreatment of a child, young person or adult at risk, though it may occur alone.

Sexual Abuse & Sexual Exploitation: Sexual abuse involves forcing or enticing a child, young person or adult at risk to take part in sexual activities, including sexual exploitation, whether they are aware of what is happening and whether it is for money or reward or not. The activities may involve physical contact, including penetrative contact (e.g. rape or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children, young people or adults at risk in seeing, receiving or sending sexually suggestive emails or text messages, or inappropriate behaviour on the internet, involving them looking at, or in the production of, pornographic material or watching sexual activities or encouraging them to behave in sexually inappropriate ways.

Sexual Harassment: is when someone carries out unwanted sexual behaviour towards another person that makes them feel upset, scared, offended or humiliated. It is also when someone carries out this behaviour that makes someone else feel that way.

Neglect: Neglect is the persistent failure to meet a child, young person, or adult at risk's basic physical and/or psychological needs, which is likely to result in the severe impairment of their health or development. Neglect may occur during pregnancy because of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)

- Protect a child, young person or adult at risk from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate caregivers)
- Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child, young person or adult at risk's basic emotional needs.

Discriminatory Abuse: Including racial or sexual harassment and abusive treatment based on a child, young person or adult at risk's disability.

Abuse of Disabled Children: Disabled children are at increased risk of abuse, and those with multiple disabilities are at even more significant risk of both abuse and neglect. Parents of disabled children may experience various stresses. This group of children may be particularly vulnerable to abuse for several reasons, including:

- Having fewer social contacts than other children, young people or adults at risk;
- Receiving intimate personal care from a more significant number of carers;
- Having an impaired capacity to understand what they are experiencing is abuse or to challenge the abuser;
- Having communication difficulties resulting in difficulties in telling people what is happening;
- Being reluctant to complain about fear of losing services;
- Being particularly vulnerable to bullying or intimidation;
- Being more vulnerable to abuse by peers than other children, young people or adults at risk.

Disability is defined as A significant physical impairment, severe illness and/or a moderate to severe learning difficulty; an ongoing high level of dependency on others for personal care and the meeting of other basic needs.

You're disabled under the Equality Act 2010 if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities.

Bullying: Bullying may be defined as deliberately hurtful behaviour, usually repeated over a period, where it is difficult for those bullied to defend themselves. It can take many forms, but the three main types are physical (e.g. hitting, kicking, theft), verbal (e.g. racist or homophobic remarks, threats, name calling) and emotional (e.g. isolating an individual from the activities and social acceptance of their peer group). There is increasing use of new technologies as a tool for bullying, and such incidents should be taken seriously.

Self-Harming Behaviour: Children, young people, and adults at risk who harm or attempt to harm themselves should be taken seriously. Self-harming behaviour may cause impairment of their health or development and, in some circumstances, present significant harm or the risk of significant harm. Self-harming behaviour may also arise alongside eating disorders and/or drug misuse.

Female Genital Mutilation (FGM): Female genital mutilation is a collective term for procedures that include the removal of part or all the external female genitalia for cultural or other non-therapeutic reasons. The practice is medically unnecessary, excruciating and has severe physical and mental health consequences both at the time and in later life. The procedure is typically performed on girls of 4 -13 years but may be performed on newborn babies or young women. FGM can result in death.

FGM is a criminal offence (Prohibition of Female Circumcision Act 2003 and subsequent amendments by the Serious Crime Act 2015). Under the act, it is an offence to arrange, procure, aid or abet female genital mutilation. Parents/carers may be liable under this act. It is also an offence to allow the procedure to be undertaken in another country. When agencies become aware that a girl is at risk of FGM, a referral should be made to Children's Social Care.

Forced Marriage: A forced marriage is conducted without the full consent of both parties and where duress is a factor. Forced marriage can amount to sexual and emotional abuse and put children, young people or adults at risk, susceptible to physical abuse. In circumstances where there are concerns that someone is at imminent risk of a forced marriage, urgent referrals should be made to Children's and Adults' Social Care.

In the case of a child, young person or adult at risk, in danger of forced marriage, an initial discussion with the parent, carer or other community member may significantly increase the level of risk to the person.

Online abuse: Online abuse is any abuse that happens on the web, whether through social networks, playing online games or using mobile phones. Children and young people may experience, for instance, cyberbullying, grooming, sexual abuse, sexual exploitation or emotional abuse. It can take place anywhere and anytime.

Online child sexual abuse: When sexual exploitation happens online, young people may be persuaded, or forced, to:

- send or post sexually explicit images of themselves
- take part in sexual activities via a webcam or smartphone
- have sexual conversations by text or online.

Abusers may threaten to send images, videos or copies of conversations to the young person's friends and family unless they take part in other sexual activity.

Images or videos may continue to be shared long after the sexual abuse has stopped.

Online bullying or cyberbullying: Cyberbullying is an increasingly common form of bullying behaviour which happens on social networks, games, and mobile phones. Cyberbullying can include spreading rumours about someone or posting nasty or embarrassing messages, images, or videos.

Cyberbullying includes:

- sending threatening or abusive text messages
- creating and sharing embarrassing images or videos
- 'trolling' – sending menacing or upsetting messages on social networks, chat rooms or online games
- excluding children from online games, activities or friendship groups
- setting up hate sites or groups about a particular child
- encouraging young people to self-harm
- voting for or against someone in an abusive poll
- creating fake accounts, hijacking or stealing online identities to embarrass a young person or cause trouble using their name
- sending explicit messages, also known as sexting
- pressuring children into sending sexual images or engaging in sexual conversations.

Online grooming: Grooming is when someone builds an emotional connection with a child to gain their trust for sexual abuse, sexual exploitation, or trafficking.

Groomers can use social media sites, instant messaging apps, teen dating apps, or online gaming platforms to connect with a young person or child. They can learn about a young person's interests from their online profiles and then use this knowledge to help them build a relationship.

It's easy for groomers to hide their identity online – they may pretend to be a child and then chat and become 'friends' with the children they are targeting.

Groomers no longer need to meet children in real life to abuse them. Increasingly, groomers are sexually exploiting their victims by persuading them to take part in online sexual activity.

Sexting: Sexting is when someone shares sexual, naked or semi-naked images or videos of themselves or others or sends sexually explicit messages. They can be sent using mobiles, tablets, smartphones, laptops, and any device that allows you to share media and messages.

Sexting may also be called 'trading nudes', 'dirties' or 'pic for pic'. The creation or sharing of explicit images of a child is illegal, even if the person doing it is a child.

Cuckooing: Cuckooing is the process whereby criminal gangs target the homes of vulnerable people to use their premises for criminal activity. Many of the victims are particularly vulnerable, and criminal gangs may use threats and intimidation to gain access to the property to engage in criminal activity such as drug dealing, sexual exploitation, etc.

Criminal exploitation: county lines: Criminal exploitation of children or vulnerable adults is a geographically widespread form of harm that is a typical feature of county lines criminal activity: drug networks or gangs groom and exploit people to carry drugs and money from urban areas to suburban and rural areas, market and seaside towns.

Peer-to-peer abuse: Children can abuse other children. It can take many forms, including bullying, sexual violence, and sexual harassment; physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing bodily harm; sexting; and initiating/hazing type violence and rituals.

Sexual violence and sexual harassment can occur online and offline. Evidence shows that girls, children with special education and needs disabilities (SEND) and lesbian, gay, bisexual and transgender (LGBT) children are at greater risk. Peer-to-peer abuse tends to be experienced by children aged 10 and upwards, with those abusing them being slightly older. Signs of possible peer-on-peer abuse include but are not limited to:

Physical injuries - drug and alcohol abuse - going missing - committing criminal offences - disengagement from school - poor mental health - sexual health concerns.

Trafficking: Children, young people and adults at risk can be trafficked into, within and out of the UK for many reasons and all different types of exploitation. Trafficking is a form of child abuse and needs an appropriate safeguarding response. Any child, young person or adult at risk who is recruited, transported, transferred, harboured or received for exploitative reasons is a victim of trafficking, whether they have been forced or deceived. This is because it is not considered possible for children, young people or adults at risk to give informed consent. Even when they understand what has happened, they may still appear to submit willingly to what they believe to be the will of their parents or accompanying adults. These children, young people, and adults at risk must be protected, too.

Children, young people and adults at risk are trafficked for many reasons, including sexual exploitation, domestic servitude, labour, benefit fraud, forced marriage, begging and involvement in criminal activity such as pickpocketing, theft and working on cannabis farms. They are likely to be subjected to other forms of abuse as a means of coercing and controlling them.

Individual adults and organised crime groups carry out trafficking.

Consensual sexual activity involving a young person under 18 years is not abusive, but it may be, and a child or young person's ability to consent can be impaired due to lack of freedom, capacity or choice; for example, because of an age/power imbalance; because it is leading into sexual exploitation; because one person is in a position of trust with the other (e.g. a teacher); where one person is vulnerable because of disability or capacity; where the child/young person is in the care of another away from home. No child under the age of 13 or under can consent to any sexual activity according to the Sexual Offences Act (2003).

Safeguarding reporting your concerns Contact List Internal only

UK Youth Designated Safeguarding Lead / Deputy Designated Safeguarding Lead

All concerns should be reported to the UK Youth Designated Safeguarding Lead (DSL):

David Watts	07738 588140 safeguarding@ukyouth.org
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In the DSL's absence, such concerns should be reported to the Deputy Designated Safeguarding Lead:

Thora Eberts	safeguarding@ukyouth.org
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Police

Police Non-emergency	101
Remember - in an emergency, always dial	999
Crimestoppers	0800 555 111

NSPCC Helpline

If you're worried about a child/young person

Report a concern	08088005000 help@nspcc.org.uk
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If you are under 18:

Childline	0800 1111
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Local Authority Adult Services

Contact your local authority to report your concerns about an adult at risk.

Hampshire Adult Services	0300 555 1386 (Avon Tyrrell Only)
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Staff delivering events need to identify the local services.

Document Control Sheet

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Document approved by:	Board of Trustees upon recommendation by the Impact & Risk Committee
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This is a Level 1 formal organisational policy requiring board approval.