HENRY SMITH FOUNDATION

Safeguarding Policy

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3	Feb 2023	June-December 2023	Board 05/12/2023
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PART A: Safeguarding Policy

1. Introduction

The Henry Smith Foundation (Henry Smith) is an independent grant making trust. We aim to use our resources to help people and communities at a time of need and to bring about positive change. We achieve this by funding organisations that work with people to reduce social and economic disadvantage.

This policy explains Henry Smith's approach to keeping people safe from harm and meeting its safeguarding responsibilities, especially in its contact with children and adults with care and support needs and/or at risk of harm. This includes our commitment to proactively prevent harm and respond well where harm occurs or is suspected, whether online or offline.

This policy is to be followed by anyone working on behalf of Henry Smith, whether acting in a paid or unpaid capacity, including staff, freelance visitors, trustees, and volunteers. For ease they are described as *Team Members* throughout the policy.

The Policy should be considered alongside other relevant policies, procedures and guidance, including:

- Any future Equality and Diversity Policy
- Lone Working Policy
- Code of Conduct
- Whistleblowing Policy
- Bullying Harassment and Discrimination Policy
- External Communications, Social Media and Content Policy
- Privacy Policy v1.9 (July 2025)
- Complaints Policy
- Living Our Values Toolkit

2. Definitions

2.1. Abuse: Abuse can occur in any relationship and may result in significant harm to, or exploitation of, the individual. It may consist of a single act or repeated acts. It may occur because of a failure to undertake action or appropriate care tasks. It may be an act of neglect or an omission to act, or it may occur where a vulnerable person is persuaded to enter into a financial or sexual transaction to which they have not, or cannot, consent.

The indicators and types of abuse are listed in Appendix 1 of this policy.

2.2. Adult with care and support needs: an adult's care needs can be the mixture of practical, financial, and emotional support for adults who need extra help to manage their lives and be independent. An adult with 'care and support needs' may have a mental or physical disability or illness, such as:

- a learning disability
- a physical disability and/or a sensory impairment
- mental health needs including dementia or a personality disorder
- a long-term illness/condition
- drug or alcohol addiction

We recognise that any individual may be vulnerable at different times in their life for a range of reasons, for example due to domestic abuse, bereavement, homelessness or leaving care or prison. For

adults who do not have care and support needs, different responses and sources of support should be sought.

2.3. Adult at risk of harm: An adult who

- has needs for care and support (whether or not a local authority is meeting any of those needs) **and**;
- is experiencing, or at risk of, abuse or neglect; **and**
- as a result of those care and support needs, they are unable to protect themselves from either the risk of, or the experience of abuse or neglect.

2.4. Child is anyone who has not yet reached their 18th birthday. A child may have become 16 years of age, be living independently, in further education, in the armed forces, in hospital, or in a Young Offender's Institution. It does not change their status, their entitlement to services, or their protection under the Children Act 1989.

2.5. DBS (Disclosure and Barring Service) /PVG (Protecting Vulnerable Groups) /Access NI: An employer may request a DBS check or nation equivalent as part of their recruitment process. The type of work you are doing or will be doing will determine if a check is required, and the level of check you need. These checks disclose criminal record details.
England and Wales DBS checks: detailed guidance - GOV.UK (www.gov.uk)
Scotland Protecting Vulnerable Groups (PVG) scheme - mygov.scot
Northern Ireland About AccessNI | Department of Justice (justice-ni.gov.uk)

2.6. Partners: third party organisations which Henry Smith is working with or alongside, include those we have offered contracts or grants. These include but are not limited to: funded partners (grant holders), corporate partners, contracted partners, or non-contracted partners whom we work closely with to deliver ad-hoc projects/programmes or other services.

2.7. Safeguarding: protecting a person's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that the person's wellbeing is promoted, including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action.

2.8. Team member: anyone engaged or acting on behalf of Henry Smith including employees, agency workers, secondees, interns, those on work experience, volunteers (including trustees), freelancers, and consultants.

3. Policy Statement

Henry Smith Foundation places immense importance on safeguarding. Everyone has the right to be safe from harm and must be able to live free from fear of abuse, neglect, and exploitation.

We have in place a range of safeguarding arrangements to protect people who come into contact with Henry Smith from harm, abuse, neglect, and mistreatment of any kind. More widely, we will promote the welfare, wellbeing and health and safety of individuals in contact with Henry Smith.

Henry Smith has safeguarding responsibilities as a grant maker, an employer, a volunteer engager, a partner, and a direct service provider (through the Kindred programme and potential future programmes).

We are committed to collaborating with our partners in keeping people safe from harm by preventing opportunities for abuse and responding well when we are concerned about individuals. We recognise that our partners hold primary responsibility for meeting safeguarding duties for those in contact with them and their work. Therefore, while this Policy does not directly apply to them, it does set out our minimum expectations for their safeguarding arrangements and our commitment to supporting them to meet their duties.

Henry Smith recognises that all team members have a role to play in safeguarding and preventing abuse and neglect. All team members are required to take complaints, allegations, or suspicions seriously and report them to the Designated Safeguarding Lead.

Our team members will have contact with children and/or adults with care and support needs through:

- Digital, telephone and in-person communication with organisations interacting with our funding programmes
- Digital, telephone, in-person, and postal communication with individuals through the Kindred programme
- General digital and telephone enquiries to Henry Smith Foundation

In addition, we recognise we may:

- Receive a whistleblowing communication from a partner or member of the public about a partner and/or individual associated with that partner.
- Observe, hear, or receive information about someone experiencing or at risk of harm. This may be due to behaviour, actions, or inactions
    - caused by individuals themselves (e.g. suicide, self-harm, self-neglect)
    - perpetrated by a team member
    - experienced outside of our activities but which colleagues or those working on our behalf become aware of.
- Have team members whose behaviour falls below our expected standards.
- Design or implement programmes and activities which enable or cause harm, including through our activities online.

4. Legal context

We recognise and seek to meet all duties expected by our principal regulator, the Charity Commission for England and Wales in understanding our responsibilities, for safeguarding and protecting people, protecting charities from abuse for extremist purposes and due diligence, monitoring and verifying the end use of charitable funds.

In developing this policy and any associated procedures and guidance, we have referred to key domestic legislation as expected by the Charity Commission, including The Charities Acts 2006 & 2011, the Children Act 1989 & 2004, the Protection of Children Act 1999 and the Safeguarding Vulnerable Groups Act 2006, the Care Act 2014, the Data Protection Act 2018, Public Interest Disclosure Act 1998, the Equality Act 2010 and in light of the principles of the Mental Capacity Act 2005, the Counter-Terrorism and Security Act 2015, the Domestic Abuse Act 2021 and the Online Safety Act 2023.

Henry Smith recognises its duties to safeguard and promote the welfare of children and adults at risk of harm affected by its work. Where we engage in such work, we will consider relevant statutory guidance including Working Together to Safeguard Children (2026), Prevent Duty Guidance for England & Wales

(2023) and the Domestic Abuse Statutory Guidance (2022). We shall consider this guidance proportionally considering the unique nature and structure of the organisation and respecting the duties of statutory agencies to protect children and adults experiencing or at risk of harm.

While specific legislation and guidance for safeguarding differ across the UK, the principles of good safeguarding practice are the same. We will always consider whether additional duties need to be considered for specific work across the four nations.

5. Roles and Responsibilities

5.1. Trustees

Our Trustees have ultimate responsibility for the management of safeguarding across the organisation. All trustees should assure themselves there are mechanisms in place to check the same actions are in place for organisations funded by Henry Smith.

The Trustees will:

- Appoint a Lead Trustee for Safeguarding from amongst their members.
- Have a standing agenda item of safeguarding on a quarterly basis.
- Receive and scrutinise regular updates from the Charity's Designated Safeguarding Lead.
- Seek assurances on the status of the organisation's approach to safeguarding, including compliance with legal and regulatory requirements.

5.2. Senior Leadership Team (SLT)

The Directors who make up our Senior Leadership Team will provide strategic leadership for managing safeguarding risks and building a positive safeguarding culture.

They will:

- Appoint a Designated Safeguarding Lead (DSL), who will in turn appoint Deputy Safeguarding Leads, ensuring they have the capacity, capability, and support to fulfil their functions.
- Maintain an organisational wide risk register which includes safeguarding as relevant.
- Ensure cohesion between different functions, embedding safeguarding across all Henry Smith's work.
- Identify and respond to learning about the organisation's approach to safeguarding.

5.3. Designated Safeguarding Lead (DSL)

The DSL has overall accountability for the operational implementation of our safeguarding work and communicating with the Senior Leadership Team (SLT) and the Board on all aspects of safeguarding. Deputy Safeguarding Leads (DepSLs) support the work of the DSL under their guidance.

- Oversee all safeguarding activity in the organisation.
- Ensure cohesion between different functions, embedding safeguarding across all Henry Smith's work.
- Identify and respond to learning about the organisation's approach to safeguarding.
- Advise the organisation on the legal requirements and guidance relating to safeguarding in the UK.
- Raise awareness on safeguarding with team members, grant applicants, grant holders, partners, and individual grant recipients (through the Kindred programme and any future individual grantmaking).
- Ensure safeguarding is included in recruitment processes and induction for all new team members.

- Be initiative-taking on safeguarding for adults and children, identifying and minimising risks to prevent abuse and neglect where possible.
- Ensure all staff receive safeguarding training appropriate to their role.
- Support and advise staff who are dealing with safeguarding concerns.
- Maintain a safeguarding log and record any safeguarding concerns and incidents raised internally or through external work.
- Review and update the organisation's policy and procedures for safeguarding every year, or more frequently if revisions are necessary.
- Monitor safeguarding activities within the organisation and provide data that can help improve future services.
- Work with the People and Culture Managers, ensuring any relevant requirements of the DBS, PVG Scotland, Access NI are met.
- Keep abreast of changes and developments in safeguarding across the UK including legal and best practice guidance.

5.4. Team members

All team members should be initiative-taking in taking appropriate, proportionate, preventative steps to reduce the risk of, or perception of, harm occurring; especially concerning children and adults at risk. All individuals acting on behalf of Henry Smith will seek to protect those that are at risk of being harmed.

All team members must recognise and accept their responsibilities in relation to good practice for the recognition and reporting on behalf of those at risk of experiencing harm, including identifying suspected poor practice and allegations.

All team members should:
- Read and be familiar with this Policy.
- Know how to respond to concerns and where to go for advice and assistance.
- Know about different types of abuse and neglect and the risks relevant in their work.
- Undertake safeguarding training in line with their level of responsibility.
- Respond appropriately to emergency situations.
- Take any safeguarding concerns and allegations seriously.
- Promptly report any suspected abuse or neglect to the DSL or a Deputy Safeguarding Lead and share with them an accurate record of any safeguarding activity.
- Support people to keep themselves safe.
- Support people to think about risk when exercising choice and control.
- Be familiar with and comply with Henry Smith's Whistleblowing Policy.
- Be familiar with and comply with Henry Smith's Code of Conduct.

Any team member who believes that they are not receiving the support necessary to meet their safeguarding duties should raise this with their Line Manager and can always contact the DSL for support.

5.5. Managers' responsibilities

In addition to the roles and responsibilities for all team members, managers have additional safeguarding responsibilities proportionate to their role. This includes line management of staff, and the management of contracts with consultants and corporate partners delivering services to Henry Smith.

They must:

- Follow guidance on Corporate Safeguarding (Feb 2026 in development).
- Comply with all safeguarding elements of recruitment policies and procedures.
- Ensure all staff are trained and supported to identify and respond to concerns about risk or harm and unsafe practice in corporate partnerships.
- Ensure the DSL is informed of any safeguarding concerns they are made aware of.
- Work with the Head of People and Culture and DSL to manage allegations or safeguarding concerns relating to any staff member.
- Comply with the requirements of the DBS, PVG Scotland or Access NI reports.

6. Our commitments

6.1. Recruitment

Team members are subject to robust recruitment processes proportionate to the risks in the role to ensure the individual is suitable before they commence their role.

For all roles, satisfactory references are required.

Each trustee, staff and volunteer role will be assessed to determine if there is a requirement for Disclosure and Barring Service (DBS) checks, and at what level.

6.2. Awareness raising and training

All new team members will receive information about this Policy and reporting procedures.

Team members will participate in proportionate safeguarding training relevant to their role, responsibilities and risks they are engaged in. Refresher training is delivered every two years and with relevant updates in between, as appropriate.

Team members who provide lone home visits and/or visit organisations where they may interact with adults with care and support needs and/or children will always undertake additional training, including safer working and risk assessment guidance.

The Designated Safeguarding Lead (DSL) and Deputy Safeguarding Leads (DepSL) receive appropriate Designated Safeguarding Lead training on appointment and every two years.

6.3. Managing risk in our programmes

Individuals responsible for programme or project design and implementation must ensure that safeguarding is accounted for at all stages of the programme/project cycle.

Programmes and activities must always be designed with safeguarding in mind, with specific hazards identified and proportionate risk management measures put in place. Risk assessments must be regularly reviewed as part of monitoring activities.

Individuals responsible for programme or project design and implementation should consult the DSL for advice as necessary and include the DSL where they identify higher risks of harm to children or adults with care and support needs.

6.4. Supporting our partners to meet their responsibilities

Partner organisations (including but not limited to: funded partners (grant holders), corporate partners, contracted partners, or non-contracted partners whom we work closely with to deliver ad-hoc projects/programmes or other services) are responsible for designing, implementing, and reviewing their own safeguarding arrangements. We will seek to provide support and information proportionate to our role and enable them to meet their responsibilities.
Our expectations are proportionate to the risks of the activities we are supporting, with greater requirements for those in contact with children or adults with care and support needs.

We will:

- Undertake appropriate due diligence in advance of entering into a partnership relevant to the risks of the project or activity.
- Ensure partners have proportionate safeguarding policy and procedures in line with good practice in the sector and a Designated Safeguarding Lead if they work with children or adults at risk of harm.
- Ensure the organisation provides appropriate training to their staff and volunteers (including trustees)
- Ensure safeguarding is embedded across their service delivery
- Detail in agreements with partners our requirements to report safeguarding breaches to us (where permissible in law) and the right to audit compliance with their safeguarding obligations, if necessary.
- Always offer support and understanding to partners managing a safeguarding concern. We will meet our duties to report concerns to relevant regulators if necessary. We retain the right to pause or withdraw funding should we have concerns about a partner's ability to keep people safe.

6.5. Monitoring and quality assurance

The DSL will ensure the SLT, and trustees are provided with key updates such as a summary of serious logged concerns, updates on staff training and induction or wider updates to law, policy, or practices as relevant.

We will seek to learn from any safeguarding concerns or incidents, including ascertaining the feedback of those engaged.

We will meet our regulatory responsibility to review our approach to safeguarding on an annual basis and update this Policy, as necessary.

6.6. Managing concerns

We will seek to fulfil our responsibilities to protect people in contact with our organisation from harm and support our partners to fulfil their responsibilities.

We will make sure our response centres the person experiencing or at risk of harm and consider the needs of bystanders and our organisation.

We will seek to manage any safeguarding concern quickly, professionally, and sensitively. We will record all safeguarding concerns, discussions, and decisions (and justifications for those decisions) promptly and appropriately in writing. We will record and store information professionally, securely, as per established procedures.

PART B: Safeguarding Procedures

These procedures provide direction to team members who have a concern they think may be related to safeguarding. It outlines how you can recognise, respond safely and report situations when you reasonably suspect or are told that someone is being, has been or is likely to be harmed.

Team members may have concerns as a result of -

- Digital, telephone and in-person communication with organisations interacting with our funding programmes
- Digital, telephone, in-person, and postal communication with individuals through the Kindred programme
- General digital and telephone enquiries to Henry Smith

In addition, we recognise we may:

- Receive a whistleblowing communication from a partner or member of the public about a partner and/or individual associated with that partner.
- Observe, hear, or receive information about someone experiencing or at risk of harm. This may be due to behaviour, actions, or inactions
    - caused by individuals themselves (e.g. suicide, self-harm, self-neglect)
    - perpetrated by a team member
    - experienced outside of our activities but which colleagues or those working on our behalf become aware of.
- Have team members whose behaviour falls below our expected standards.
- Design or implement programmes and activities which enable or cause harm, including through our activities online.

1. Recognising harm and abuse

1.1. Someone is at imminent and serious risk

Where you are confronted by someone at imminent or serious risk of harm to themselves or others, you should take appropriate action. Risk of harm could include a person expressing serious suicidal or self-harm intent, or a person who may be in contact with those who would harm them.

Every situation will be different, and your response may depend on the capacity and capability of the team or your own background knowledge of the individual(s) at risk of harm.

Take any reasonable steps **within your role** to protect any person from immediate harm, for example by calling the emergency services.

1.2. Someone shares they are being abused

- Assess whether anyone is at immediate risk
- Treat the matter seriously
- If possible, ask the person concerned what they want to happen about the concern or allegation. Bear in mind you should not make any promises on what will happen

- Keep an open mind and avoid asking leading questions. Instead, use phrases such as Tell me, Explain to me, Describe to me
- If the complainant is the individual themselves, questions should be kept to the minimum necessary to understand what is being alleged. Care must be taken in asking or interpreting responses to questions about indications of abuse as this could influence the evidence, which is put forward if there are subsequent legal proceedings.
- Give the person contact details of Henry Smith's Designated Safeguarding Lead so they can report any further issues or ask any questions that may arise.

1.3. Abuse suspected but not disclosed

In non-emergency situations, where abuse is suspected but not disclosed, team members with the concern should consider whether to approach the individual concerned to ascertain their views or not. In either case, the DSL should be informed.

1.4. Allegations against people representing Henry Smith Foundation

If an allegation is made against a team member, it must be taken seriously and risks to those using the service should be assessed. If a team member has a concern about another team member they must discuss their concerns with the DSL – not with the colleague. If they do not feel able to speak with the DSL, they should speak to a Deputy Safeguarding Lead or the Trustee Safeguarding Lead.

Henry Smith's relevant procedures should be followed (this will be different for employees and contractual workers compared to trustees and volunteers). Team members should receive support from the employer and should be given a fair hearing.

Any internal investigation regarding team members that is a safeguarding concern should be conducted with the agreement of the Local Authority and/or the police to ensure that any criminal investigation or protection plan is not compromised.

2. Reporting Procedures:

Team members must report all types of safeguarding concerns, allegations or worries to Henry Smith's Designated Safeguarding Lead (DSL) in the first instance. If it is an emergency or the DSL is unavailable, they should report to a Deputy Safeguarding Lead (DepSL).

While concerns relating to the activity of a Henry Smith partner would be led by the partner themselves, team members must also report these concerns to our DSL. They will seek assurance that the funded organisation responds appropriately and promptly.

If you are in any doubt about something you have seen, read, or heard, it is always best to follow this procedure and raise any issues with the DSL who will talk it through with you and offer support. We will record, treat seriously, and support every reported safeguarding concern.

3. Responsibility to record

Team members shall make a written record of the concern as soon as possible, and no later than one working day after the concern has been identified by emailing **safeguarding@henrysmith.foundation**. This email address is only monitored during working hours and is accessed by all Henry Smith Safeguarding Leads. If a team member does not wish for the information to be shared to all Leads, and it is not an emergency situation, they can telephone the DSL or any DepSL. All personal information included in a

record must be stored securely and deleted from all inboxes once shared and acknowledged by a Safeguarding Lead.

The report must include (where available)

- the name and position of the person sharing the information
- the names of others involved, such as the person who may be at risk, and if relevant, the person(s) subject of concern
- when and where the alleged incident/s took place, including date and time
- who was present
- the account of what is alleged to have happened
- a description of any injuries or impacts described or observed

Where possible always record using the individual's own words.

4. Actions to be taken by the Designated Safeguarding Lead (DSL)

All actions can be deputised by a Deputy Safeguarding Lead (DepSL).

The DSL will:

- Decide, based on the information gathered and with the relevant colleagues, whether external authorities need to be informed.
- Consider whether to speak with any parties involved in the reporting process, to seek their viewpoint.
- Inform relevant Henry Smith Senior Leaders and Board members where appropriate.
- Update the Henry Smith Safeguarding Log and folder to note:
    - Information reported about the safeguarding concern
    - Information provided to Social Care Services or any other external agencies
    - Any notes, memoranda or correspondence dealing with the matter
    - Any other relevant material

The Safeguarding Log and copies of reports, notes and any additional documents should be kept securely. Retention will depend on the nature of the concern and in line with existing policies and procedures.
The DSL will take the appropriate action needed. Broadly, children do not need to give consent for a safeguarding concern to be escalated. For adults, it is good practice to gain the consent of an adult with mental capacity to give informed consent before raising a safeguarding concern with the Local Authority on their behalf. The DSL will take this into consideration, however, in some situations the adult's consent cannot be gained, or is superseded by other concerns. This will include situations when:

- It is uncertain if an adult has the mental capacity to make that decision
- Other people are, or may be, at risk, including children
- Sharing the information could prevent a crime
- The alleged abuser has care and support needs and may also be at risk
- A serious crime has been committed
- The organisation's staff, trustees or volunteers are implicated
- The person has the mental capacity to make that decision, but they may be under duress or being coerced

- A court order or other legal authority has requested the information
- There is a 'vital interest' (a risk to life and limb)

If the DSL feels it to be appropriate, details will be provided to the relevant statutory bodies. If the referral contains information about a team member or other service user (for example: Kindred), the referral and any related information is stored separately and confidentially, with reference to it on the individual's file.

5. Confidentiality

The issue of confidentiality in the context of safeguarding adults is quite complex. How a member of staff, freelance visitor, trustee, or volunteer manages the situation if an individual does not initially want to be identified as being at risk of abuse is crucial in making them feel safe enough to disclose their identity. There are several things to consider including the possible risk posed to others and the Safeguarding Lead's responsibility to notify local Social Care Services of confidential information, when justified in the interests of others.

For adults with the mental capacity to make decisions, information must not be passed on to external authorities unless they agree or unless one of the conditions above is applicable.

6. Whistleblowing

If a member of staff genuinely believes that a concern cannot be reported to any manager, or if they have reported it and think that the response is inadequate or inappropriate, they should consult The Charity's whistleblowing policy for guidance or report to the Trustee Safeguarding Lead.

Protect (formerly Public Concern at Work) offer free, confidential advice to employees on whistleblowing. Any activity to protect management or organisational interests should never compromise the safety or welfare of those in contact with the organisation.

Appendix 1: Safeguarding contacts
The Safeguarding Leads for The Charity are:

Designated Safeguarding Lead (DSL)
Angela Riches-Heed, Volunteer Visitors Manager (Monday to Thursday)
Direct Line: 020 7264 4972
Main Office Number: 020 7264 4970
Email: angela@henrysmith.foundation

Deputy Safeguarding Lead - Kindred (DepSL)
Eleanor Poole, Kindred Grants Programme Manager
Direct Line: 020 7264 4979
Main Office Number: 020 7264 4970
Email: eleanor@henrysmith.foundation

Deputy Safeguarding Lead - Grants Team (DepSL)
Ella Davey, Grants Officer (Monday to Friday)
Direct Line: 020 7264 4992
Main Office Number: 020 7264 4970
Email: ella@henrysmith.foundation

Deputy Safeguarding Lead - Grants Operation Team (DepSL)
Adam Austen, Grants Officer (Tuesday to Thursday)
Direct Line: 020 7264 2429
Main Office Number: 020 7264 4970
Email: adam@henrysmith.foundation

The Designated Trustee Safeguarding Lead for The Charity is:
Bella Colgrain
Email: bella@henrysmith.foundation

Alternatively you can email **safeguarding@henrysmith.foundation**

The Safeguarding Leads are not available outside of office hours. A concern about an adult or child who may be at immediate risk of harm should always be reported straight away to the appropriate emergency services.

Appendix 2: Categories of Abuse

Children (source NSPCC Types of Child Abuse & How to Prevent Them | NSPCC)

<table>
<tr><td colspan="2">BULLYING
Bullying is intentional behaviour that hurts someone else. It includes name calling, hitting, pushing, spreading rumours, threatening, or undermining someone. It can happen anywhere – at school, at home or online. It is usually repeated over a long period of time and can hurt a child both physically and emotionally.</td></tr>
<tr><td>Types of bullying
physical: hitting, slapping, pushing
verbal bullying: name calling, gossiping, or threatening someone
non-verbal abuse: hand signs or text messages
emotional abuse: threatening, intimidating, or humiliating someone
exclusion: ignoring or isolating someone
undermining, constant criticism or spreading rumours
controlling or manipulative behaviour
making silent, hoax or abusive calls.
The following types of bullying are also hate crimes:
racial, sexual, transphobic, or homophobic bullying
bullying someone because they have a disability</td><td>Signs of bullying
No single sign will indicate for certain that a child is being bullied, but watch out for:
belongings getting 'lost' or damaged
physical injuries, such as unexplained bruises
being afraid to go to school, being mysteriously 'ill' each morning, or skipping school
a change in how they are doing at school, including a dip in grades, or not handing homework in
asking for, or stealing, money (to give to whoever is bullying them)
a change in behaviour, including being nervous, losing confidence, or becoming distressed and withdrawn
a change in eating or sleeping habits
bullying others</td></tr>
<tr><td colspan="2">CYBERBULLYING
Cyberbullying is bullying that takes place online. Unlike bullying offline, online bullying can follow the child wherever they go, via social networks, gaming, and mobile phone. A person can be bullied online and offline at the same time.</td></tr>
<tr><td>Types of cyberbullying
sending threatening or abusive texts</td><td>Signs of cyberbullying (same as bullying)
No single sign will indicate for certain that a child is being bullied, but watch out for:</td></tr>
</table>

• creating and sharing embarrassing images or videos • trolling – the sending of menacing or upsetting messages on social networks, chat rooms or online games • excluding children from online games, activities, or friendship groups • shaming someone online • 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 or cause trouble using their name • sending explicit messages, also known as sexting	• belongings getting 'lost' or damaged • physical injuries, such as unexplained bruises • being afraid to go to school, being mysteriously 'ill' each morning, or skipping school • a change in how they are doing at school, including a dip in grades, or not handing homework in • asking for, or stealing, money (to give to whoever is bullying them) • a change in behaviour, including being nervous, losing confidence, or becoming distressed and withdrawn • a change in eating or sleeping habits • bullying others

CHILD SEXUAL EXPLOITATION (CSE)

Child sexual exploitation (CSE) is a type of sexual abuse. It happens when a child or young person is coerced, manipulated, or deceived into sexual activity in exchange for things that they may need or want like gifts, drugs, money, status, and affection. Children and young people are often tricked into believing they are in a loving and consensual relationship so the sexual activity may appear consensual. This is called grooming and is a type of abuse. They may trust their abuser and not understand that they are being abused. CSE does not always involve physical contact and can also occur through the use of technology.

Children and young people can be trafficked into or within the UK for sexual exploitation. They are moved around the country and abused by being forced to take part in sexual activities, often with more than one person. Young people in gangs can also be sexually exploited.

Sometimes abusers use violence and intimidation to frighten or force a child or young person, making them feel as if they've no choice. They may lend them large sums of money they know cannot be repaid or use financial abuse or extortion to control them.

Anybody can be a perpetrator of CSE, no matter their age, gender, or race. The relationship could be framed or viewed as friendship, someone to look up to or romantic. Children and young people who are exploited may also be made to 'find' or coerce others to join groups.

It is important to recognise that although the age of consent is 16 years old, children and young people over 16 can be exploited. Child sexual exploitation is a complex form of abuse, and it can be hard for the young person to acknowledge that they are being exploited.

Types of CSE	**Signs of CSE and bullying**
CSE can happen in person or online. An abuser will gain a child's trust or control them through violence or blackmail before moving onto sexually abusing them. This can happen in a short period of time. When a child is sexually exploited online, they might be persuaded or forced to: • send or post sexually explicit images of themselves • film or stream sexual activities • have sexual conversations Once an abuser has images, video, or copies of conversations, they might use threats and extortion to force a young person to take part in other sexual	• Unhealthy or inappropriate sexual behaviour • Being frightened of some people, places, or situations. • Being secretive • Sharp changes in mood or character • A sudden change in their family relationships/dynamics. • Having money or things they cannot or will not explain, such as hotel key cards or unexplained gifts • Physical signs of abuse, like bruises or bleeding in their genital or anal area. • Sudden change in physical appearance including clothes and hygiene levels. • Alcohol or drug misuse • Sexually transmitted infections.

activity. They may also share the images and videos with others or circulate them online.
Gangs use sexual exploitation:

- to exert power and control
- for initiation
- to use sexual violence as a weapon

Children or young people might be invited to parties or gatherings with others their own age or adults and given drugs and alcohol. They may be assaulted and sexually abused by one or multiple perpetrators. It is important to remember an intoxicated person cannot give consent to sexual activity.

- A sudden and urgent request to go onto contraception or to obtain the 'morning after pill'
- Pregnancy

CHILD TRAFFICKING

Child trafficking and modern slavery are child abuse. Many children and young people are trafficked into the UK from other countries like Vietnam, Albania, and Romania. Children are also trafficked around the UK.
Trafficking is where children and young people tricked, forced, or persuaded to leave their homes and are moved or transported and then exploited, forced to work, or sold. Children are trafficked for:

- sexual exploitation
- benefit fraud
- forced marriage
- domestic slavery like cleaning, cooking, and childcare
- forced labour in factories or agriculture
- committing crimes, like begging, theft, working on cannabis farms or moving drugs.

Trafficked children experience many types of abuse and neglect. Traffickers use physical, sexual and emotional abuse as a form of control. Children and young people are also likely to be physically and emotionally neglected and may be sexually exploited.

Types of child trafficking

Traffickers often groom children, families and communities to gain their trust. They may also threaten families with violence or threats. Traffickers often promise children and families that they will have a better future elsewhere.

Trafficking is also an economic crime. Traffickers may ask families for money for providing documents or transport and they will make a profit from money a child "earns" through exploitation, forced labour or crime. They will often be told this money is to pay off a debt they or their family "owe" to the traffickers.

Traffickers may:

- work alone or in small groups, recruiting a small number of children, often from areas they know and live in
- be medium-sized groups who recruit, move and exploit children and young people on a small scale
- be large criminal networks that operate internationally with high-level corruption, money laundering and a large number of victims

Signs of child trafficking

Knowing the signs of trafficking can help give a voice to children. Sometimes children will not understand that what is happening to them is wrong. Or they might be scared to speak out.

It may not be obvious that a child has been trafficked, but you might notice unusual or unexpected things. They might:

- spend a lot of time doing household chores
- rarely leave their house or have no time for playing
- be orphaned or living apart from their family
- live in low-standard accommodation
- be unsure which country, city, or town they are in
- cannot or are reluctant to share personal information or where they live
- not be registered with a school or a GP practice
- have no access to their parents or guardians
- be seen in inappropriate places like brothels or factories
- have money or things you would not expect them to
- have injuries from workplace accidents
- give a prepared story which is similar to stories given by other children

CRIMINAL EXPLOITATION AND GANGS, INCLUDING COUNTY LINES AND CUCKOOING

Criminal exploitation is child abuse where children and young people are manipulated and coerced into committing crimes.

Children and young people involved with gangs and criminal exploitation need help and support. They might be victims of violence or pressured into doing things like stealing or carrying drugs or weapons. They might be abused, exploited, and put into dangerous situations.

Types of criminal exploitation and gangs

What is a gang?

The word 'gang' means different things in different contexts, the government in their paper 'Safeguarding children and young people who may be affected by gang activity' distinguishes between peer groups, street gangs and organised criminal gangs.

- **Peer group**
  A relatively small and transient social grouping which may or may not describe themselves as a gang depending on the context.
- **Street gang**
  "Groups of young people who see themselves (and are seen by others) as a discernible group for whom crime and violence is integral to the group's identity."
- **Organised criminal gangs**
  "A group of individuals for whom involvement in crime is for personal gain (financial or otherwise). For most crime is their 'occupation."

It is not illegal for a young person to be in a gang – there are different types of 'gang' and not every 'gang' is criminal or dangerous. However, gang membership can be linked to illegal activity, particularly organised criminal gangs involved in trafficking, drug dealing and violent crime.

What is County Lines?

County Lines is the police term for urban gangs exploiting young people into moving drugs from a hub, normally a large city, into other markets - suburban areas and market and coastal towns - using dedicated mobile phone lines or "deal lines." Children as young as 12 years old have been exploited into carrying drugs for gangs. This can

Signs of cuckooing

Signs that cuckooing has taken place include:

- signs of drugs use
- more people coming and going from the property
- more cars or bikes outside
- litter outside
- you have not seen the person who lives there recently or when you have, they have seemed anxious, distracted or not themselves

Children living in these properties are at risk of neglect and other types of abuse. If you're worried, it's important to contact the Police or the NSPCC helpline immediately.

Signs of criminal exploitation

- Frequently absent from and doing badly in school.
- Going missing from home, staying out late and travelling for unexplained reasons.
- In a relationship or hanging out with someone older than them.
- Being angry, aggressive, or violent.
- Being isolated or withdrawn.
- Having unexplained money and buying new things.
- Wearing clothes or accessories in gang colours or getting tattoos
- Using new slang words.
- Spending more time on social media and being secretive about time online.
- Making more calls or sending more texts, possibly on a new phone or phones.
- Self-harming and feeling emotionally unwell.
- Taking drugs and abusing alcohol.
- Committing petty crimes like shop lifting or vandalism.
- Unexplained injuries and refusing to seek medical help.
- Carrying weapons or having a dangerous breed of dog

involve children being trafficked away from their home area, staying in accommodation, and selling and manufacturing drugs. This can include: • Airbnb and short term private rental properties • budget hotels the home of a drug user, or other vulnerable person, which is taken over by a criminal gang- this may be referred to as cuckooing.	

CHILD DOMESTIC ABUSE

Domestic abuse is any type of controlling, bullying, threatening or violent behaviour between people who are or have been in a relationship. It can also happen between adults related to one another. It can seriously harm children and young people, and experiencing domestic abuse is child abuse.

It is important to remember that domestic abuse:

- can happen inside and outside the home
- can happen over the phone, on the internet and on social networking sites
- can happen in any relationship and can continue even after the relationship has ended
- All genders can be abused or abusers

Types of domestic abuse	**Signs of domestic abuse**
Domestic abuse can be emotional, physical, sexual, economic, coercive, or psychological, such as: • kicking, hitting, punching, cutting, or throwing objects • rape (including in a relationship) • controlling someone's finances by withholding money or stopping someone earning • controlling behaviour, like telling someone where they can go and what they can wear • not letting someone leave the house • reading emails, text messages or letters • threatening to kill someone or harm them • threatening to another family member or pet	It can be difficult to tell if domestic abuse is happening and those conducting the abuse can act quite different when other people are around. Children and young people might also feel frightened and confused, keeping the abuse to themselves. Signs that a child has experienced domestic abuse can include: • aggression or bullying • anti-social behaviour, like vandalism • anxiety, depression, or suicidal thoughts • attention seeking • bed-wetting, nightmares, or insomnia • constant or regular sickness, like colds, headaches, and mouth ulcers • drug or alcohol use • eating disorders • problems in school or trouble learning • tantrums • withdrawal

CHILD EMOTIONAL ABUSE

Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a child. It is sometimes called psychological abuse. Emotional abuse can involve deliberately trying to scare, humiliate, isolate, or ignore a child.

Emotional abuse is often a part of other kinds of abuse, which means it can be difficult to spot the signs or tell the difference, though it can also happen on its own.

Types of emotional abuse	**Signs of emotional abuse**
• humiliating or constantly criticising a child • threatening, shouting at a child, or calling them names	There might not be any obvious physical signs of emotional abuse or neglect. And a child might not tell anyone what is

• making the child the subject of jokes, or using sarcasm to hurt a child • blaming and scapegoating • making a child perform degrading acts • not recognising a child's own individuality or trying to control their lives • pushing a child too hard or not recognising their limitations • exposing a child to upsetting events or situations, like domestic abuse or drug taking • failing to promote a child's social development • not allowing them to have friends • persistently ignoring them • being absent • manipulating a child • never saying anything kind, expressing positive feelings or congratulating a child on successes • never showing any emotions in interactions with a child, also known as emotional neglect	happening until they reach a 'crisis point'. That is why it is important to look out for signs in how a child is acting. As children grow up, their emotions change. This means it can be difficult to tell if they are being emotionally abused. But children who are being emotionally abused might: • seem unconfident or lack self-assurance • struggle to control their emotions • have difficulty making or maintaining relationships • act in a way that is inappropriate for their age The signs of emotional abuse can also be different for children at different ages.

FEMALE GENITAL MUTILATION (FGM)

FGM is when a female's genitals are deliberately altered or removed for non-medical reasons. It is also known as 'female circumcision' or 'cutting' but has many other names.

Other names for FGM

You might hear female genital mutilation (FGM) be called a different name. Some common names for FGM include:

- female circumcision
- cutting
- sunna
- gudniin
- halalays
- tahur
- megrez
- khitan

The National FGM Centre also has a list of traditional terms (PDF) that you might find helpful.

FGM is a form of child abuse. It is dangerous and a criminal offence in the UK. We know:

- there are no medical reasons to conduct FGM
- it is often performed by someone with no medical training, using instruments such as knives, scalpels, scissors, glass, or razor blades
- children are rarely given anaesthetic or antiseptic treatment and are often forcibly restrained
- it is used to control female sexuality and can cause long-lasting damage to physical and emotional health.

Life stages when FGM can occur FGM can happen at different times in a girl or woman's life, including: • when a baby is new-born • during childhood or as a teenager • just before marriage	**Signs FGM may have taken place** • Having difficulty walking, standing, or sitting. • Spending longer in the bathroom or toilet. • Appearing quiet, anxious, or depressed. • Acting differently after an absence from school or college.

• during pregnancy	• Reluctance to go to the doctors or have routine medical examinations. • Asking for help – though they might not be explicit about the problem because they are scared or embarrassed

GROOMING

Grooming is when someone builds a relationship, trust and emotional connection with a child or young person so they can manipulate, exploit, and abuse them.

Children and young people who are groomed can be sexually abused, exploited or trafficked.

Anybody can be a groomer, no matter their age, gender, or race. Grooming can take place over a short or long period of time – from weeks to years. Groomers may also build a relationship with the young person's family or friends to make them seem trustworthy or authoritative.

Types of grooming

Children and young people can be groomed online, in person or both – by a stranger or someone they know. This could be a family member, a friend or someone who has targeted them – like a teacher, faith group leader or sports coach.

When a child is groomed online, groomers may hide who they are by sending photos or videos of other people. Sometimes this will be of someone younger than them to gain the trust of a "peer". They might target one child online or contact lots of children very quickly and wait for them to respond.

The relationship a groomer builds can take different forms. This could be:

- a romantic relationship
- as a mentor
- an authority figure
- a dominant and persistent figure

A groomer can use the same sites, games and apps as young people, spending time learning about a young person's interests and use this to build a relationship with them. Children can be groomed online through:

- social media networks
- text messages and messaging apps, like WhatsApp
- email
- text, voice and video chats in forums, games, and apps

Whether online or in person, groomers can use tactics like:

- pretending to be younger
- giving advice or showing understanding
- buying gifts
- giving attention

Signs of grooming

It can be difficult to tell if a child is being groomed – the signs are not always obvious and may be hidden. Older children might behave in a way that seems to be "normal" teenage behaviour, masking underlying problems.

Some of the signs you might see include:

- being very secretive about how they are spending their time, including when online
- having an older boyfriend or girlfriend
- having money or new things like clothes and mobile phones that they cannot or will not explain
- underage drinking or drug taking
- spending more or less time online or on their devices
- being upset, withdrawn or distressed
- sexualised behaviour, language or an understanding of sex that is not appropriate for their age
- spending more time away from home or going missing for periods of time

- taking them on trips, outings, or holidays

Groomers might also try and isolate children from their friends and family, making them feel dependent on them and giving the groomer power and control over them. They might use extortion to make a child feel guilt and shame or introduce the idea of 'secrets' to control, frighten, and intimidate.

It is important to remember that children and young people may not understand they have been groomed. They may have complicated feelings, like loyalty, admiration, love, as well as fear, distress, and confusion.

CHILD NEGLECT

Neglect is the ongoing failure to meet a child's basic needs and the most common form of child abuse. A child might be left hungry or dirty, or without proper clothing, shelter, supervision, or health care. This can put children and young people in danger. And it can also have long term effects on their physical and mental wellbeing.

Types of neglect

Neglect can be a lot of different things, which can make it hard to spot. But broadly speaking, there are four types of neglect.

- **Physical neglect**
  A child's basic needs, such as food, clothing, or shelter, are not met or they are not properly supervised or kept safe.
- **Educational neglect**
  A parent does not ensure their child is given an education.
- **Emotional neglect**
  A child does not get the nurture and stimulation they need. This could be through ignoring, humiliating, intimidating, or isolating them.
- **Medical neglect**
  A child is not given proper health care. This includes dental care and refusing or ignoring medical recommendations.

Signs of neglect

Neglect can be really difficult to spot. Having one of the signs does not necessarily mean a child is being neglected. But if you notice multiple signs that last for a while, they might show there is a fundamental problem. Children and young people who are neglected might have:

Poor appearance and hygiene

- being smelly or dirty
- being hungry or not given money for food
- having unwashed clothes
- having the wrong clothing, such as no warm clothes in winter
- having frequent and untreated nappy rash in infants

Health and development problems

- anaemia
- body issues, such as poor muscle tone or prominent joints
- medical or dental issues
- missed medical appointments, such as for vaccinations
- not given the correct medicines
- poor language or social skills
- regular illness or infections
- repeated accidental injuries, often caused by lack of supervision
- skin issues, such as sores, rashes, flea bites, scabies, or ringworm
- thin or swollen tummy
- tiredness
- untreated injuries
- weight or growth issues

Housing and family issues

- living in an unsuitable home environment, such as having no heating

	• being left alone for a long time • taking on the role of carer for other family members **Change in behaviour** • becoming clingy • becoming aggressive • being withdrawn, depressed or anxious • changes in eating habits • displaying obsessive behaviour • finding it hard to concentrate or take part in activities • missing school • showing signs of self-harm • using drugs or alcohol

NON-RECENT ABUSE

Non-recent child abuse, sometimes called historical abuse, is when an adult was abused as a child or young person under the age of 18. Sometimes adults who were abused in childhood blame themselves or are made to feel it is their fault. But this is never the case: there is no excuse for abuse.

Effects of non-recent abuse

The impact of child abuse can last a lifetime. Abuse can have a huge effect on your health, relationships and education and can stop you from having the childhood and life you deserve. You might find it harder to cope with life's stresses, getting a job or being the type of parent you want to be. You may also develop mental health problems and drug or alcohol issues.

The effects can be short term but sometimes they last into adulthood. If someone has been abused as a child, it is more likely that they will suffer abuse again. This is known as revictimisation.

The long-term effects of abuse and neglect can include:

- emotional difficulties like anger, anxiety, sadness, or low self-esteem
- mental health problems like depression, eating disorders, self-harm, or suicidal thoughts
- problems with drugs or alcohol
- disturbing thoughts, emotions, and memories
- poor physical health
- struggling with parenting or relationships

ONLINE ABUSE

Online abuse is any type of abuse that happens on the internet. It can happen across any device that is connected to the web, like computers, tablets, and mobile phones. And it can happen anywhere online, including:

- social media
- text messages and messaging apps
- emails
- online chats
- online gaming
- live-streaming sites

Children can be at risk of online abuse from people they know or from strangers. It might be part of other abuse which is taking place offline, like bullying or grooming. Or the abuse might only happen online.

Types of online abuse	Signs of online abuse
Cyberbullying Cyberbullying or online bullying is any type of bullying that happens online. Unlike bullying that takes place offline, online bullying can follow the child wherever they go and it can sometimes feel like there is no escape or safe space. **Emotional abuse** Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a child, and this can happen both on and offline **Grooming** Grooming is when someone builds a relationship with a child so they can sexually abuse, exploit or traffic them. Children and young people can be groomed online or face-to-face by a stranger or by someone they know. If you are worried a child is being groomed online you should report it online to CEOP. **Sexting** Sexting is when someone shares sexual, naked, or semi-naked images or videos of themselves or others or sends sexual messages. It is online abuse if a child or young person is pressured or coerced into creating or sending these types of images. We've got advice on sexting, including the risks and how to talk to your child about it. **Sexual abuse** Sexual abuse is when a child or young person is forced or tricked into sexual activities. Sexual abuse can happen online - for example, a child could be forced to make, view, or share child abuse images or videos or take part in sexual activities on conversations online. **Sexual exploitation** Child sexual exploitation is a type of sexual abuse. When a child is sexually exploited online, they may be persuaded or forced to create sexually explicit photos or videos or have sexual conversations.	A child or young person experiencing abuse online might: • spend a lot more or a lot less time than usual online, texting, gaming, or using social media • seem distant, upset, or angry after using the internet or texting • be secretive about who they are talking to and what they are doing online or on their mobile phone • have lots of new phone numbers, texts or email addresses on their mobile phone, laptop, or tablet Some of the signs of online abuse are similar to other abuse types: • grooming • sexual abuse • child sexual exploitation.

PHYSICAL ABUSE Physical abuse is when someone hurts or harms a child or young person on purpose.	
Types of physical abuse • hitting with hands or objects • slapping and punching • kicking • shaking • throwing • poisoning • burning and scalding • biting and scratching • breaking bones • drowning	**Signs of physical abuse** Bumps and bruises do not always mean a child is being physically abused. All children have accidents, trips, and falls. And there is not just one sign or symptom to look out for. But it is important to be aware of the signs. If a child regularly has injuries, there seems to be a pattern to the injuries or the explanation does not match the injuries, then this should be reported. Physical abuse symptoms include: • bruises

It is important to remember that physical abuse is any way of intentionally causing physical harm to a child or young person. It also includes making up the symptoms of an illness or causing a child to become unwell.	• broken or fractured bones • burns or scalds • bite marks It can also include other injuries and health problems, such as: • scarring • the effects of poisoning, such as vomiting, drowsiness or seizures • breathing problems from drowning, suffocation, or poisoning Head injuries in babies and toddlers can be signs of abuse so it is important to be aware of these. Visible signs include: • swelling • bruising • fractures • being extremely sleepy or unconscious • breathing problems • seizures • vomiting • unusual behaviour, such as being irritable or not feeding properly

SEXUAL ABUSE When a child or young person is sexually abused, they are forced, tricked, or manipulated into sexual activities. They might not understand that what is happening is abuse or that it is wrong for the abuser to do this to them. They might be afraid to tell someone or behave as though this is normal for them to experience, both are valid for the child to be displaying. Sexual abuse can happen anywhere – and it can happen in person or online. It is never a child's fault they were sexually abused – it is important to make sure children know this.	
Types of sexual abuse There are two types of sexual abuse – contact and non-contact abuse. And sexual abuse can happen in person or online. **Contact abuse** Contact abuse is where an abuser makes physical contact with a child or forces the child to make physical contact with someone else. This includes: • sexual touching of any part of a child's body, whether they are clothed or not • using a body part or object to rape or penetrate a child • forcing a child to take part in sexual activities	**Signs of sexual abuse** **Emotional and behavioural signs** • Avoiding being alone with or frightened of people or a person they know. • Language or sexual behaviour you would not expect them to know. • Having nightmares or bed-wetting. • Alcohol or drug misuse. • Self-harm. • Changes in eating habits or developing an eating problem. • Changes in their mood, feeling irritable and angry, or anything out of the ordinary.

• making a child undress or touch someone else Contact abuse can include touching, kissing and oral sex – sexual abuse is not just penetrative. **Non-contact abuse** Non-contact abuse is where a child is abused without being touched by the abuser. This can be in person or online and includes: • exposing or flashing • showing pornography • exposing a child to sexual acts • making them masturbate • forcing a child to make, view or share child abuse images or videos • making, viewing, or distributing child abuse images or videos • forcing a child to take part in sexual activities or conversations online or through a smartphone	• Change in normal behaviour for the child, for example suddenly not attending education or avoiding wanting to go home/running away **Physical signs** • Bruises • Bleeding, discharge, pains, or soreness in their genital or anal area. • Sexually transmitted infections, including in the throat. • Pain/soreness in throat • Pregnancy. • Difficulty in walking/sitting that are not usual for the child **If a child is being or has been sexually abused online, they might:** • spend a lot more or a lot less time than usual online, texting, gaming, or using social media • seem distant, upset, or angry after using the internet or texting • be secretive about who they are talking to and what they are doing online or on their mobile phone • behaving as though they have to be online at a certain time, or rushing to get on their phone • have lots of new phone numbers, texts or email addresses on their mobile phone, laptop, or tablet • Expressing the need for money, this may be used if they are being extorted Children and young people might also drop hints and clues about the abuse.

Adults (source Types and indicators of abuse: Safeguarding adults - SCIE)

Signs of abuse can often be difficult to detect. This section aims to help you identify abuse and recognise possible indicators. Many forms of abuse are also criminal offences and should be treated that way.

Different forms of abuse and the signs
Evidence of any one indicator from the following lists should not be taken on its own as proof that abuse is occurring. However, it should alert practitioners to make further assessments and to consider other associated factors. The lists of possible indicators and examples of behaviour are not exhaustive, and people may be subject to a number of abuse types at the same time.

PHYSICAL ABUSE	
Types of physical abuse • Assault, hitting, slapping, punching, kicking, hair-pulling, biting, pushing • Rough handling • Scalding and burning • Physical punishments • Inappropriate or unlawful use of restraint	**Signs** • No explanation for injuries or inconsistency with the account of what happened • Injuries are inconsistent with the person's lifestyle • Bruising, cuts, welts, burns and/or marks on the body or loss of hair in clumps • Frequent injuries • Unexplained falls

• Making someone purposefully uncomfortable (e.g. opening a window and removing blankets) • Involuntary isolation or confinement • Misuse of medication (e.g. over-sedation) • Forcible feeding or withholding food • Unauthorised restraint, restricting movement (e.g. tying someone to a chair)	• Subdued or changed behaviour in the presence of a particular person • Signs of malnutrition • Failure to seek medical treatment or frequent changes of GP

DOMESTIC VIOLENCE OR ABUSE	
Types of domestic violence or abuse • psychological • physical • sexual • financial • emotional	**Signs of domestic violence or abuse** • Low self-esteem • Feeling that the abuse is their fault when it is not • Physical evidence of violence such as bruising, cuts, broken bones • Verbal abuse and humiliation in front of others • Fear of outside intervention • Damage to home or property • Isolation – not seeing friends and family • Limited access to money Domestic violence and abuse includes any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence, or abuse between those aged 16 or over who are or have been, intimate partners or family members regardless of gender or sexuality. It also includes so called 'honour' -based violence, female genital mutilation and forced marriage. Coercive or controlling behaviour is a core part of domestic violence. Coercive behaviour can include: • acts of assault, threats, humiliation, and intimidation • harming, punishing, or frightening the person • isolating the person from sources of support • exploitation of resources or money • preventing the person from escaping abuse • regulating everyday behaviour

SEXUAL ABUSE	
Types of sexual abuse • Rape, attempted rape or sexual assault • Inappropriate touch anywhere • Non- consensual masturbation of either or both persons • Non- consensual sexual penetration or attempted penetration of the vagina, anus, or mouth • Any sexual activity that the person lacks the capacity to consent to • Inappropriate looking, sexual teasing or innuendo or sexual harassment • Sexual photography or forced use of pornography or witnessing of sexual acts	**Signs of sexual abuse** • Bruising, particularly to the thighs, buttocks and upper arms and marks on the neck • Torn, stained or bloody underclothing • Bleeding, pain or itching in the genital area • Unusual difficulty in walking or sitting • Foreign bodies in genital or rectal openings • Infections, unexplained genital discharge, or sexually transmitted diseases • Pregnancy in a woman who is unable to consent to sexual intercourse • The uncharacteristic use of explicit sexual language or significant changes in sexual behaviour or attitude • Incontinence not related to any medical diagnosis

• Indecent exposure	• Self-harming • Poor concentration, withdrawal, sleep disturbance • Excessive fear/apprehension of, or withdrawal from, relationships • Fear of receiving help with personal care • Reluctance to be alone with a particular person

PSYCHOLOGICAL OR EMOTIONAL ABUSE	
Types of psychological or emotional abuse • Enforced social isolation – preventing someone accessing services, educational and social opportunities and seeing friends • Removing mobility or communication aids or intentionally leaving someone unattended when they need assistance • Preventing someone from meeting their religious and cultural needs • Preventing the expression of choice and opinion • Failure to respect privacy • Preventing stimulation, meaningful occupation, or activities • Intimidation, coercion, harassment, use of threats, humiliation, bullying, swearing or verbal abuse • Addressing a person in a patronising or infantilising way • Threats of harm or abandonment • Cyber bullying	**Signs of psychological or emotional abuse** • An air of silence when a particular person is present • Withdrawal or change in the psychological state of the person • Insomnia • Low self-esteem • Uncooperative and aggressive behaviour • A change of appetite, weight loss/gain • Signs of distress: tearfulness, anger • Apparent false claims, by someone involved with the person, to attract unnecessary treatment

FINANCIAL OR MATERIAL ABUSE	
Types of financial or material abuse • Theft of money or possessions • Fraud, scamming • Preventing a person from accessing their own money, benefits, or assets • Employees taking a loan from a person using the service • Undue pressure, duress, threat, or undue influence put on the person in connection with loans, wills, property, inheritance, or financial transactions • Arranging less care than is needed to save money to maximise inheritance • Denying assistance to manage/monitor financial affairs • Denying assistance to access benefits • Misuse of personal allowance in a care home • Misuse of benefits or direct payments in a family home	**Signs of financial or material abuse** • Missing personal possessions • Unexplained lack of money or inability to maintain lifestyle • Unexplained withdrawal of funds from accounts • Power of attorney or lasting power of attorney (LPA) being obtained after the person has ceased to have mental capacity • Failure to register an LPA after the person has ceased to have mental capacity to manage their finances, so that it appears that they are continuing to do so • The person allocated to manage financial affairs is evasive or uncooperative • The family or others show unusual interest in the assets of the person • Signs of financial hardship in cases where the person's financial affairs are being managed by a court appointed deputy, attorney, or LPA • Recent changes in deeds or title to property • Rent arrears and eviction notices

• Someone moving into a person's home and living rent free without agreement or under duress • False representation, using another person's bank account, cards, or documents • Exploitation of a person's money or assets, e.g. unauthorised use of a car • Misuse of a power of attorney, deputy, appointeeship or other legal authority • Rogue trading – e.g. unnecessary or overpriced property repairs and failure to carry out agreed repairs or poor workmanship	• A lack of clear financial accounts held by a care home or service • Failure to provide receipts for shopping or other financial transactions carried out on behalf of the person • Disparity between the person's living conditions and their financial resources, e.g. insufficient food in the house • Unnecessary property repairs

MODERN SLAVERY	
Types of modern slavery • Human trafficking • Forced labour • Domestic servitude • Sexual exploitation, such as escort work, prostitution, and pornography • Debt bondage – being forced to work to pay off debts that realistically they never will be able to GOV.UK has more information on identifying and reporting modern slavery	**Signs of modern slavery** • Signs of physical or emotional abuse • Appearing to be malnourished, unkempt or withdrawn • Isolation from the community, seeming under the control or influence of others • Living in dirty, cramped, or overcrowded accommodation and or living and working at the same address • Lack of personal effects or identification documents • Always wearing the same clothes • Avoidance of eye contact, appearing frightened or hesitant to talk to strangers • Fear of law enforcers

DISCRIMINATORY ABUSE	
Types of discriminatory abuse • Unequal treatment based on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex or sexual orientation (known as 'protected characteristics' under the Equality Act 2010) • Verbal abuse, derogatory remarks or inappropriate use of language related to a protected characteristic • Denying access to communication aids, not allowing access to an interpreter, signer, or lip-reader • Harassment or deliberate exclusion on the grounds of a protected characteristic	**Signs of discriminatory abuse** • The person appears withdrawn and isolated • Expressions of anger, frustration, fear, or anxiety • The support on offer does not take account of the person's individual needs in terms of a protected characteristic

• Denying basic rights to healthcare, education, employment, and criminal justice relating to a protected characteristic • Substandard service provision relating to a protected characteristic	

ORGANISATIONAL OR INSTITUTIONAL ABUSE	
Types of organisational or institutional abuse • Discouraging visits or the involvement of relatives or friends • Run-down or overcrowded establishment • Authoritarian management or rigid regimes • Lack of leadership and supervision • Insufficient staff or high turnover resulting in poor quality care • Abusive and disrespectful attitudes towards people using the service • Inappropriate use of restraints • Lack of respect for dignity and privacy • Failure to manage residents with abusive behaviour • Not providing adequate food and drink, or assistance with eating • Not offering choice or promoting independence • Misuse of medication • Failure to provide care with dentures, spectacles or hearing aids • Not taking account of individuals' cultural, religious, or ethnic needs • Failure to respond to abuse appropriately • Interference with personal correspondence or communication • Failure to respond to complaints	**Signs of organisational or institutional abuse** • Lack of flexibility and choice for people using the service • Inadequate staffing levels • People being hungry or dehydrated • Poor standards of care • Lack of personal clothing and possessions and communal use of personal items • Lack of adequate procedures • Poor record-keeping and missing documents • Absence of visitors • Few social, recreational, and educational activities • Public discussion of personal matters • Unnecessary exposure during bathing or using the toilet • Absence of individual care plans • Lack of management overview and support

NEGLECT AND ACT OF OMISSION	
Types of neglect and acts of omission • Failure to provide or allow access to food, shelter, clothing, heating, stimulation, and activity, personal or medical care	**Signs of neglect and acts of omission** • Poor environment – dirty or unhygienic • Poor physical condition and/or personal hygiene • Pressure sores or ulcers • Malnutrition or unexplained weight loss • Untreated injuries and medical problems

• Providing care in a way that the person dislikes • Failure to administer medication as prescribed • Refusal of access to visitors • Not taking account of individuals' cultural, religious, or ethnic needs • Not taking account of educational, social, and recreational needs • Ignoring or isolating the person • Preventing the person from making their own decisions • Preventing access to glasses, hearing aids, dentures, etc. • Failure to ensure privacy and dignity	• Inconsistent or reluctant contact with medical and social care organisations • Accumulation of untaken medication • Uncharacteristic failure to engage in social interaction • Inappropriate or inadequate clothing

SELF-NEGLECT	
Types of self-neglect • Lack of self-care to an extent that it threatens personal health and safety • Neglecting to care for one's personal hygiene, health, or surroundings • Inability to avoid self-harm • Failure to seek help or access services to meet health and social care needs • Inability or unwillingness to manage one's personal affairs	**Signs of self-neglect** • Very poor personal hygiene • Unkempt appearance • Lack of essential food, clothing, or shelter • Malnutrition and/or dehydration • Living in squalid or unsanitary conditions • Neglecting household maintenance • Hoarding • Collecting a large number of animals in inappropriate conditions • Non-compliance with health or care services • Inability or unwillingness to take medication or treat illness or injury

Appendix 3: Henry Smith Foundation Safeguarding Flowchart *updated 05/01/2026*

Safeguarding Lead Contact Information

There are four Safeguarding Leads at the Henry Smith Foundation: one Designated Safeguarding Lead (DSL) and three Deputy Safeguarding Leads (DepSLs).

You can raise a safeguarding concern with any Safeguarding Lead. Please note that each Deputy Safeguarding Lead has oversight of safeguarding within their respective teams.

Team members should make a written record of any concern as soon as possible, and no later than one working day after identifying it. This should be emailed to **safeguarding@henrysmith.foundation**. This mailbox is monitored only during working hours and is accessible to all Safeguarding Leads. If a team member does not wish their information to be shared with all Leads, and it is not an emergency, they may telephone the DSL or any DepSL instead.

All personal information included in a safeguarding record must be stored securely. Once the information has been shared and acknowledged by a Safeguarding Lead, it must be deleted from all inboxes.

Team members should also inform their line manager after raising a concern, unless they feel unsafe or at risk in doing so.

Designated Safeguarding Lead (Monday/Tuesday/Wednesday/Thursday/alternate Fridays)
Angela Riches-Heed, Head of Safeguarding and Volunteer Engagement
Direct Line: 020 7264 4972, Main Office: 020 7264 4970
angela@henrysmith.foundation

Deputy Safeguarding Lead | Kindred Team (Monday/Tuesday/Wednesday/Thursday/Friday)
Eleanor Poole, Kindred Grants Programme Manager
Direct Line: 020 7264 4979 , Main Office: 020 7264 4970
@eleanor@henrysmith.foundation

Deputy Safeguarding Lead | Grants Team (Monday/Tuesday/Wednesday/Thursday/Friday)
Ella Davey, Grants Manager
Direct Line: 020 7264 4992 , Main Office: 020 7264 4970
ella@henrysmith.foundation

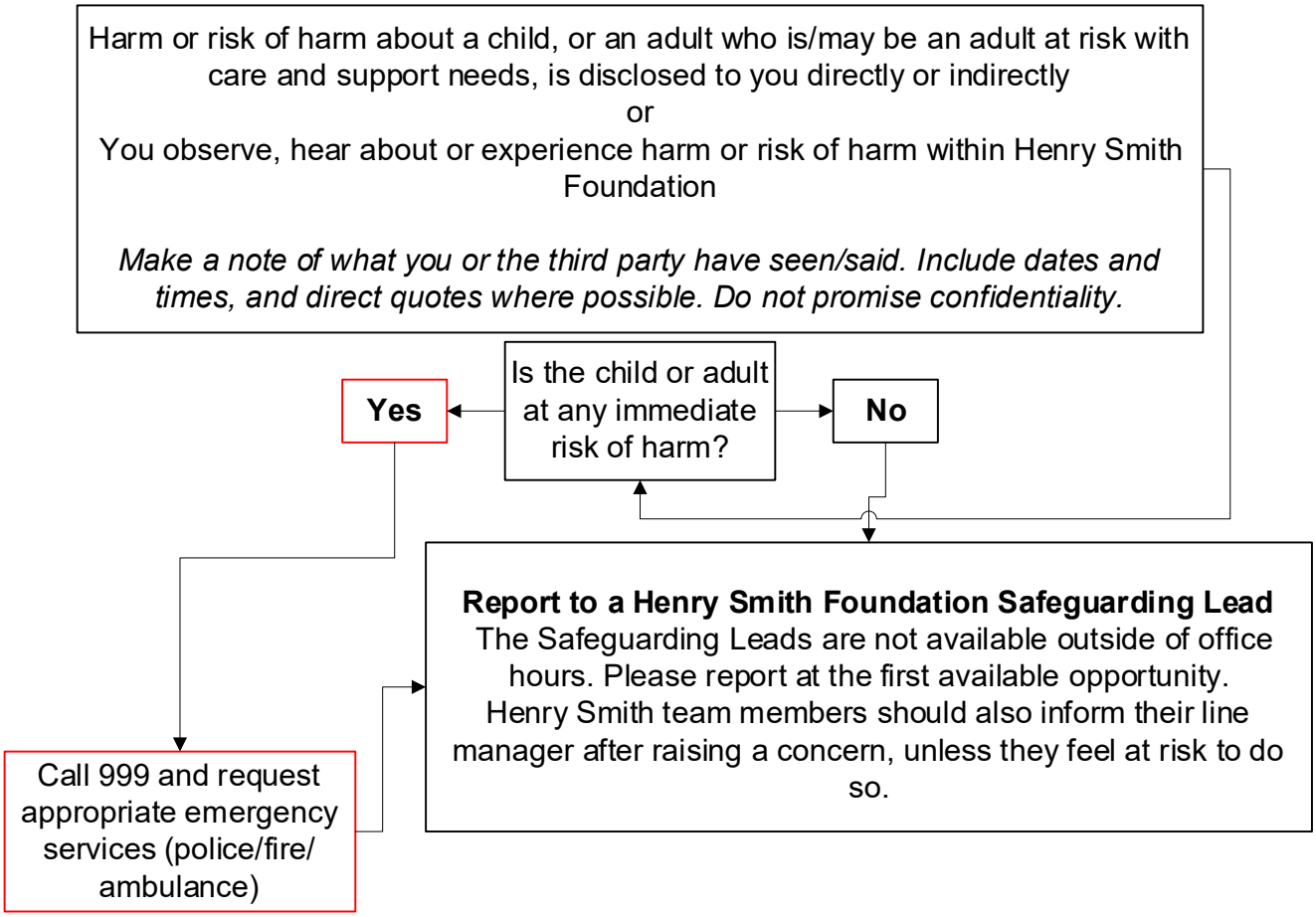
Deputy Safeguarding Lead | Grants Operations Team (Tuesday/Wednesday/Thursday)
Adam Austen, Grants Officer
Direct Line: 020 7264 2429, Main Office: 020 7264 4970
adam@henrysmith.foundation

05/01/2026

Safeguarding Flowchart

Staff, volunteers, trustees and partners (collectively known as team members) representing Henry Smith Foundation (Henry Smith) may identify a potential safeguarding concern in the course of their duties including, but not limited to -

- Digital, telephone and in-person communication with organisations as part of our funding programmes
- Digital, telephone, in-person and postal communication through the Kindred programme
- Whistleblowing communication from an external source
- General digital and telephone enquiries to Henry Smith Foundation
- Observing, hearing about or experiencing harm or risk of harm within Henry Smith



This flowchart shows the process for reporting a safeguarding concern.
Please refer to your training and the Henry Smith Foundation Safeguarding Policy for more detailed guidance on the considerations for managing a safeguarding concern.