

## Safeguarding Policy

### Introduction

Adélie Psychology provides a range of clinical psychology services for children, young people and families including assessment, therapy, consultation, training, and clinical supervision. Dr Catherine Lawrence is the Director of Adélie Psychology Ltd and we have a number of professional associates working with us.

We are based in South Warwickshire but can see children and young people from all over the UK. Predominantly we work with families from Warwickshire, Solihull, Coventry and Worcestershire. Adélie Psychology are committed to the welfare and safeguarding of children and young people within all services that we provide.

Working Together to Safeguard Children (HM Government, 2018) states that safeguarding is everyone's responsibility. This policy outlines how we at Adélie Psychology ensure the children and young people we work with are safeguarded from harm and abuse.

### Named person for safeguarding

Name of Safeguarding Lead: Dr Catherine Lawrence

Contact email: [info@adeliopsychology.co.uk](mailto:info@adeliopsychology.co.uk)

### What to do if you are concerned about a child or young person

If you have concerns but the child hasn't told you themselves, initially talk to them about what you are observing. It is okay to ask questions, for example: *"I've noticed that you don't appear yourself today, is everything okay?"* But never use leading questions.

If a child or young person reveals abuse it's important to:

- listen carefully to what they're saying
- let them know they've done the right thing by telling you
- tell them it's not their fault
- say you'll take them seriously
- explain what you'll do next and the need to share information
- don't confront the alleged abuser

- report what the child has told you as soon as possible by notifying the Safeguarding Lead and making the relevant safeguarding referrals
- Parents/carers will need to be informed about any safeguarding referral unless to do so would place the child at an increased risk of harm
- If the child is open to the Regional Adoption Agency, inform their allocated social worker or the duty social worker of the safeguarding referral.

## How do I make a safeguarding referral?

For children and young people in all areas of the UK:

### In an emergency

If you think that a child is at immediate risk or an illegal act is being carried out, contact the Police immediately: 999

### If there is no immediate risk

- Call the police: 101
- Report to the NSPCC: 0808 800 5000
- Children and young people can call ChildLine: 0800 1111
- Depending on where the child lives contact the following safeguarding teams.

## West Midlands

The West Midlands Child Protection and Safeguarding Procedures Manual can be accessed here and has links to child protection referral forms for the areas depicted in the map below: <https://westmidlands.procedures.org.uk/>





## Warwickshire

### Urgent concerns

If you have an urgent child safeguarding concern, contact Warwickshire MASH on: 01926 414144 (Monday to Thursday 9:00am – 5:30pm, Friday 9am – 5:00pm)

You will then need to complete and return a [Multi-Agency Contact form \(MAC\) \(DOCX, 81 KB\)](#) and send it to [triagehub@warwickshire.gov.uk](mailto:triagehub@warwickshire.gov.uk).

### Out of hours

Please contact the Emergency Duty Team if you have an emergency outside of usual office hours: 01926 886 922.

### Non urgent concerns

If you have a non-urgent child protection concern you will need to complete the [Multi-Agency Contact form \(MAC\) \(DOCX, 81 KB\)](#) and send it to [mash@warwickshire.gov.uk](mailto:mash@warwickshire.gov.uk).

### Concerns about a person in a position of trust (PoT)

A person in a Position of Trust (PoT) is any adult who works with children. This includes paid staff and volunteers.

You will need to refer to the Local Authority Designated Officer (LADO) if you think someone in a PoT has:

- behaved in a way that has/may have harmed a child
- committed a criminal offence against or related to a child; or
- behaved in a way that indicates they may be at risk of harming a child

To refer to the LADO, you will need to complete a [Position of Trust MARF \(DOCX, 1.53 MB\)](#) and send it to [lado@warwickshire.gov.uk](mailto:lado@warwickshire.gov.uk)

## Solihull

If you are worried about someone:

**For members of the public** to report a child or young person at risk call 0121 788 4300 (Monday to Thursday 8.45am to 5.20pm, Friday 8.45am to 4.30pm).

If you are calling out of working hours (evenings, weekends or bank holidays) please call 0121 605 6060.

**For professionals** with safeguarding concerns regarding children and young people need to complete Solihull's Children's Services Inter-Agency Referral Form online: <https://eservices.solihull.gov.uk/ChildrensSocialWorkServiceReferral/>

Contact numbers for professionals to discuss concerns are:

The MASH Team: 0121 788 4300 option 2

Early Help Support: 0121 788 4300 option 2

The Youth Offending Service: 0121 788 4290

### **Out of hours**

Please contact the Emergency Duty Team if you have an emergency outside of usual office hours: 0121 605 6060.

## **Coventry**

If you are concerned that a child or young person is being harmed or is at risk of harm, but there is no immediate danger, or you need advice or information, please call Coventry Children's Social Care at the Multi Agency Safeguarding Hub (MASH) on 024 7678 8555.

To make a referral to tell Coventry's Multi Agency Safeguarding Hub (MASH) about your concerns that a child or young person is being harmed or at risk of harm, please complete the [multi-agency referral form](#).

### **Out of hours**

Please call the Emergency Duty Social Worker on 024 7683 2222.

## **Worcestershire**

If you need to make a child protection referral, please contact the Family Front Door on 01905 822666 (Monday to Thursday 9.00am to 5.00pm, Friday 9.00am to 4.30pm).

The Family Front Door, Initial Contact and Referral Team is the central point for all referrals for children and young people aged 0 to 18 years and living in Worcestershire where there is safeguarding or child protection concerns for them. This team receives referrals from professionals, members of the community, family members, children and young people directly.

You will be required to submit the information on a referral form following this as per the WLSCB procedure:

<https://lcsportal.worcschildrenfirst.org.uk/web/portal/pages/cpassess#assess>

This safeguarding policy was last updated on 10 September 2021.

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## Out of hours

If you have a child protection concern outside of normal office hours, please contact our out of hours emergency duty team (EDT) telephone 01905 768020.

### Herefordshire

If you think that a child has been harmed or is being neglected, contact the MASH (Multi-Agency Safeguarding Hub) on 01432 260800.

The Herefordshire Multi-Agency Referral Form (MARF) can be accessed here:

[https://westmidlands.procedures.org.uk/assets/clients/6/Herefordshire%20downloads/Multi-Agency%20Referral%20Form%20Updated%20March%202020\\_1.docx](https://westmidlands.procedures.org.uk/assets/clients/6/Herefordshire%20downloads/Multi-Agency%20Referral%20Form%20Updated%20March%202020_1.docx)

## Out of hours

If you have a child protection concern outside of normal office hours, please contact the Emergency Duty Team on 01905 768020.

### What are the signs of child abuse?

(taken from the NSPCC website on 10.09.2021:  
<https://www.nspcc.org.uk/what-is-child-abuse/spotting-signs-child-abuse>)

The signs of child abuse aren't always obvious, and a child might not feel able to tell anyone what's happening to them. Sometimes, children don't even realise that what's happening to them is abuse.

There are different types of child abuse and the signs that a child is being abused may depend on the type. For example, the signs that a child is being neglected may be different from the signs that a child is being abused sexually.

Some common signs that there may be something concerning happening in a child's life include:

- unexplained changes in behaviour or personality
- becoming withdrawn
- seeming anxious
- becoming uncharacteristically aggressive
- lacks social skills and has few friends, if any
- poor bond or relationship with a parent
- knowledge of adult issues inappropriate for their age
- running away or going missing

- always choosing to wear clothes which cover their body

These signs don't necessarily mean that a child is being abused, there could be other things happening in their life which are affecting their behaviour.

You may also notice some concerning behaviour from adults who you know have children in their care, which makes you concerned for the child/children's safety and wellbeing.

## Different Types of Abuse

(taken from the NSPCC website on 10.09.2021:  
<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/>)

### Physical abuse

Physical abuse is when someone hurts or harms a child or young person on purpose. It includes:

- hitting with hands or objects
- slapping and punching
- kicking
- shaking
- throwing
- poisoning
- burning and scalding
- biting and scratching
- breaking bones
- drowning

It's 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.

### Signs of physical abuse

Bumps and bruises don't always mean a child is being physically abused. All children have accidents, trips and falls. And there isn't just one sign or symptom to look out for. But it's 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 doesn't match the injuries, then this should be reported.

Physical abuse symptoms include:

- bruises

- 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's 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

### Emotional abuse

Emotional abuse is any type of abuse that involves the continual emotional mistreatment of a child. It's 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.

Emotional abuse includes:

- humiliating or constantly criticising a child
- threatening, shouting at a child or calling them names
- 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

### Signs of emotional abuse

There might not be any obvious physical signs of emotional abuse or neglect. And a child might not tell anyone what's happening until they reach a 'crisis point'. That's why it's 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're 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's inappropriate for their age

The signs of emotional abuse can also be different for children at different ages.

Babies and pre-school children who are being emotionally abused or neglected might:

- be overly-affectionate to strangers or people they don't know well
- seem unconfident, wary or anxious
- not have a close relationship or bond with their parent
- be aggressive or cruel towards other children or animals

Older children might:

- use language you wouldn't expect them to know for their age
- act in a way or know about things you wouldn't expect them to know for their age
- struggle to control their emotions
- have extreme outbursts
- seem isolated from their parents
- lack social skills
- have few or no friends

### 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.

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Neglect can be a lot of different things, which can make it hard to spot. But broadly speaking, there are 4 types of neglect.

1. Physical neglect

A child's basic needs, such as food, clothing or shelter, are not met or they aren't properly supervised or kept safe.

2. Educational neglect

A parent doesn't ensure their child is given an education.

3. Emotional neglect

A child doesn't get the nurture and stimulation they need. This could be through ignoring, humiliating, intimidating or isolating them.

4. Medical neglect

A child isn't 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 doesn't necessarily mean a child is being neglected. But if you notice multiple signs that last for a while, they might show there's a serious 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.

A child is might not understand they're being neglected.

### Sexual abuse

When a child or young person is sexually abused, they're forced or tricked into sexual activities. They might not understand that what's happening is abuse or that it's wrong. And they might be afraid to tell someone. Sexual abuse can happen anywhere – and it can happen in person or online.

It's never a child's fault they were sexually abused – it's important to make sure children know this.

There are 2 types of sexual abuse – contact and non-contact abuse. And sexual abuse can happen in person or online.

Contact abuse is where an abuser makes physical contact with a child. This includes:

- sexual touching of any part of a child's body, whether they're clothed or not
- using a body part or object to rape or penetrate a child
- forcing a child to take part in sexual activities
- making a child undress or touch someone else.
- Contact abuse can include touching, kissing and oral sex – sexual abuse isn't just penetrative.

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.

### Signs of sexual abuse

Knowing the signs of sexual abuse can help give a voice to children. Sometimes children won't understand that what's happening to them is wrong. Or they might be scared to speak out. Some of the signs you might notice include:

- Avoiding being alone with or frightened of people or a person they know
- Language or sexual behaviour you wouldn't 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
- Bruises
- Bleeding, discharge, pains or soreness in their genital or anal area
- Sexually transmitted infections
- Pregnancy

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're talking to and what they're doing online or on their mobile phone
- have lots of new phone numbers, texts or email addresses on their mobile phone, laptop or tablet

Children and young people might also drop hints and clues about the abuse.

### Child Sexual Exploitation (CSE)

Child sexual exploitation (CSE) is a type of sexual abuse. When a child or young person is exploited, they're given things, like gifts, drugs, money, status and affection, in exchange for performing sexual activities. Children and young people are often tricked into

believing they're in a loving and consensual relationship. This is called grooming. They may trust their abuser and not understand that they're being abused.

Children and young people can be trafficked into or within the UK to be sexually exploited. They're 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 can't be repaid or use financial abuse to control them.

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

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 blackmail to force a young person to take part in other sexual 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 person or multiple perpetrators. The sexual assaults and abuse can be violent, humiliating and degrading.

## Signs of CSE

Sexual exploitation can be difficult to spot and sometimes mistaken for "normal" teenage behaviour. Knowing the signs can help protect children and help them when they've no one else to turn to.

Signs of sexual abuse and grooming:

- Unhealthy or inappropriate sexual behaviour
- Being frightened of some people, places or situations
- Being secretive
- Sharp changes in mood or character
- Having money or things they can't or won't explain
- Physical signs of abuse, like bruises or bleeding in their genital or anal area
- Alcohol or drug misuse
- Sexually transmitted infections
- Pregnancy
- Having an older boyfriend or girlfriend
- Staying out late or overnight
- Having a new group of friends
- Missing from home or care, or stopping going to school or college
- Hanging out with older people, other vulnerable people or in antisocial groups
- Involved in a gang
- Involved in criminal activities like selling drugs or shoplifting
- They may not know where they are, because they've been moved around the country, and seem frightened, confused or angry.

A child might know they're being sexually exploited. They might be worried or confused and less likely to speak to an adult they trust.

## Female Genital Mutilation (FGM)

FGM is when a female's genitals are deliberately altered or removed for non-medical reasons. It's also known as:

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

You might have heard some FGM terms that you're not familiar with, including:

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'Cutter'

A 'cutter' is somebody who carries out FGM. They might use things like knives, scalpels, scissors, glass or razor blades to carry out the procedure.

'Cutting season'

This refers to the summer months – often July, August and September – when many girls are on break from school. This is often the period when girls have time to undergo FGM. Girls might be flown abroad during this time, so it's important to be aware of this risk.

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

- there are no medical reasons to carry out FGM
- it's 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's used to control female sexuality and can cause long-lasting damage to physical and emotional health

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
- during pregnancy

### Signs of FGM

A child who's at risk of FGM might ask you for help. But some children might not know what's going to happen to them. So it's important to be aware of the signs.

Signs FGM might happen:

- A relative or someone known as a 'cutter' visiting from abroad
- A special occasion or ceremony takes place where a girl 'becomes a woman' or is 'prepared for marriage'
- A female relative, like a mother, sister or aunt has undergone FGM
- A family arranges a long holiday overseas or visits a family abroad during the summer holidays
- A girl has an unexpected or long absence from school
- A girl struggles to keep up in school
- A girl runs away – or plans to run away - from home

Signs FGM might 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
- 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're scared or embarrassed

## Child trafficking

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.

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'll have a better future elsewhere.

Trafficking is also an economic crime. Traffickers may ask families for money for providing documents or transport and they'll make a profit from money a child "earns" through exploitation, forced labour or crime. They'll 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 numbers of victim

## Signs of child trafficking

Knowing the signs of trafficking can help give a voice to children. Sometimes children won't understand that what's 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're in
- can't 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 wouldn't expect them to
- have injuries from workplace accidents
- give a prepared story which is very similar to stories given by other children

## Child protection updates

All associates of Adélie Psychology have online access to Warwickshire Safeguarding 7-minute briefings in order to encourage continuous learning and maintain safeguarding skills.

The 7-minute briefings can be accessed here:

<https://www.safeguardingwarwickshire.co.uk/7-minute-briefings>

They share learning on a range of safeguarding topics such as Child neglect, Children moving across local authority boundaries, The voice of the child and updates such as new partnership arrangements.

## Distributing and reviewing of policies and procedures

This safeguarding policy will be reviewed annually, or more frequently, if there are any significant changes to local safeguarding procedures or the business.

This policy is available to any interested parties upon request or via our website.