

Relate Child Protection and Safeguarding Policy

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When a child is referred to in this policy the following definition applies:

“As defined in the Children Act 1989 and 2004, child means a person who has not yet reached their 18th birthday. This includes young people who are aged 16 and 17 who are living independently; their status and entitlement to services and protection under the Children Act 1989 is not altered by the fact they are living independently.”

1. Policy

- 1.1. This policy applies to all children who use Relate services and premises, have contact with Relate members of staff, and are in any other way brought to the attention of Relate through any of Relate's services.
- 1.2. Relate recognises that it has an important part to play in safeguarding the welfare of children and preventing their abuse in accordance with the Every Child Matters Strategy in England, the Welsh Assembly Guidance on Safeguarding and the Isle of Man Safeguarding Children Board.
- 1.3. Relate and all Relate personnel shall make the safety and protection from harm of children their highest priority.
- 1.4. The welfare of children is paramount and overrides all other policies.
- 1.5. All children without exception have the right to protection from abuse
- 1.6. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- 1.7. Relate and Relate personnel must never keep concerns about a child's safety to themselves. No member of Relate personnel is competent to deal with the assessment of risk to children or the investigation of child abuse or the protection of children which is the responsibility of statutory authorities specialising in this area. All Relate personnel are obliged to consult about any concerns about a child's safety as set out within this document.
- 1.8. The police and Children's Social Care (services) have the primary responsibility in the field of child protection. The Children Act 1989 places a duty on local authorities to take steps to protect children in appropriate circumstances and confers certain powers to the police in order that they can take action to protect children. However, all Relate personnel who come into contact with children in their work have a duty to safeguard and promote the welfare of children.

2. Safeguarding

2.1. Relate regards the safeguarding of children with utmost priority. The Children Act 1989 and 2004, through the *Stay Safe* outcome of the Every Child Matters Change for Children Programme, and Welsh Assembly Guidance, places a duty on organisations to safeguard and promote the well being of children and young people. In Relate this means that we will ensure that all personnel who work with or on behalf of children and young people are competent, confident and safe to do so.

2.2. In the document *Working Together to Safeguard Children (2006 HM Government)* Paragraph 2.151 states:

2.151 Organisations in the voluntary and private sectors that work with children need to have the arrangements described in paragraph 2.8 in place the same way as organisations in the public sector, and need to work effectively with LSCBs.

The requirements specified in *Working Together to Safeguard Children (2006 HM Government paragraph 2.8)* are addressed in this Policy and Procedure document as detailed below:

Common Features of Working Together to Safeguard Children and Relate's Child Protection & Safeguarding Policy

2.8 *To fulfil their commitment to safeguard and promote the welfare of children, all organisations that provide services for, or work with, children must have:*

- *clear priorities for promoting the safeguarding and promoting the welfare of children, explicitly stated in strategic policy documents.*

Relate: Addressed by paragraphs 1.3, 1.4, 1.5 of this document.

- *a clear commitment by senior management to the importance of safeguarding and promoting children's welfare.*

Relate: This policy is endorsed by Council (Relate's Governing body), and the Senior Management Team of Relate, and will be implemented by all personnel of Relate Central Office and Relate

Centre Managers have responsibility for disseminating and enforcing the policy within their centre.

- *a clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children.*

Relate: This is the responsibility of Relate's Child Protection and Safeguarding Group which reports to the Services and Practice Committee and meets every 6 months.

- *recruitment and human resources management procedures that take account the need to safeguard and promote the welfare of children and young people, including arrangements for appropriate checks on new staff and volunteers.*

Relate: Section 6 of this document..

- *procedures for dealing with allegations of abuse against members of staff and volunteers.*

Relate: Section 8 of this document.

- *arrangements to ensure that all staff undertake appropriate training to equip them to carry out their responsibilities effectively, and keep this up to date by refresher training at regular intervals; and that all staff, including temporary staff and volunteers who work with children, are made aware of the establishment's arrangements for safeguarding and promoting the welfare of children and their responsibilities for that.*

Relate: Section 7 of this document.

- *policies for safeguarding and promoting the welfare of children (e.g. pupils / students) including a child protection policy, and procedures that are in accordance with guidance and locally agreed inter-agency procedures*

Relate: Sections 1,2,4 and 5 of this document.

- *arrangements to work effectively with other organisations to safeguard and promote the welfare of other children, including arrangements for sharing information*

Relate: Section 4.1 c) and d)

- *a culture of listening to, and engaging in dialogue with, children – seeking children’s views in ways that are appropriate to their age and understanding, and taking account of those views in individual decisions and the establishment or development of services.*

Relate: Relate’s services for children and young people are specifically designed to listen to and engage in dialogue with children. Relate values the participation of children in the design and implementation of services and encourages this wherever possible.

- *appropriate whistle-blowing procedures, and a culture that enables issues about safeguarding and promoting the welfare of children to be addressed.*

Relate: Relate has a draft whistle-blowing policy in place also Section 8 deals with allegations made against Relate staff.

2.3. Sections 6, 7 and 8 provide further information on Relate’s safeguarding procedures.

2.4 When delivering services in off site locations; for example schools, children’s centres and community centres, Relate will require a copy of the child protection and safeguarding policy of the organisation providing the premises.

3. Definitions of Abuse (As defined by the DCSF)

- 3.1. **Physical abuse** may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

Physical abuse, as well as being a result of an act of commission can also be caused through omission or the failure to act to protect.

It is now a criminal offence if a child is assaulted and it leaves a mark, or causes mental cruelty. (Children Act, 2004)

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

- 3.3. **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery) or non-penetrative acts. They may include involving children in looking at, or in the production of, pornographic material, or encouraging children to behave in sexually inappropriate ways.

- 3.4. **Neglect** is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in a serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to provide adequate food and clothing, shelter including exclusion from home or danger, failure to ensure adequate supervision including the use of adequate care-takers, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Other forms of abuse to consider are:

- 3.5. **Bullying** is deliberately hurtful and harmful behaviour, often repeated over a period of time and from which it may be difficult to defend. Bullying may take many forms, including: physical attacks, verbal (which would include name-calling, threats, racist or homophobic remarks) and emotional (for example, isolating an individual from the activities and social acceptance of other young people). Cyberbullying involves making use of the internet, mobile phones or any other electronic device used to communicate with, to taunt, intimidate or threaten.
- 3.6. **Domestic Abuse** The Government defines domestic violence as "Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults who are or have been intimate partners or family members, regardless of gender or sexuality." This includes issues of concern to black and minority ethnic (BME) communities such as so called 'honour based violence', female genital mutilation (FGM) and forced marriage.

Where there is evidence of domestic violence, the implications for any children in the household should be considered, including the possibility that the children may themselves be subject to violence, or may be harmed by witnessing or overhearing the violence. (*Working together to Safeguard Children 2006 paragraph 11.45*)

- 3.7. **Forced Marriage** is a marriage in which one or both spouses do not (or, in the case of some vulnerable adults, cannot) consent to the marriage and duress is involved. Duress can involve physical, psychological, financial, sexual and emotional pressure.
- 3.8. **Honour- based Violence** – The term "honour crime" or "honour-based violence embraces a variety of crimes of violence (mainly, but not exclusively against women), including assault, imprisonment and murder where the person is being punished by their family or their community.

4. Policy Implementation

4.1 Relate's response to protecting and safeguarding the welfare of children is:

- a) To provide appropriate training and development opportunities to all members of staff, volunteers and trustees, to ensure that they are aware of the issue of child protection and the procedures outlined in this document.
- b) To ensure all staff understand their responsibilities in relation to safeguarding children and young people.
- c) Centres must establish links with their local Police Child Protection Unit (CPU) and Children's Social Care and have their contact details readily available.
- d) To make appropriate referrals to the Police and / or Children's Social Care where there are concerns that a child is or may be being abused (as detailed in Section 5 - Procedures)
- e) To strictly forbid any relationship between Relate staff members and children receiving a Relate service, other than that of Relate service provider and service receiver.
- f) To ensure that children and young people who receive a service from Relate staff will have their confidences respected; will not be judged, and staff will not intervene and act, except in circumstances as set out in this policy, without the child's agreement.
- g) To recognise that a child's welfare is paramount. Therefore, in circumstances where abuse is disclosed or suspected, it may be necessary to breach a child's confidentiality to protect them from harm.
- h) Children must be informed of this position when the Relate service is offered to them. Relate practitioners will deliver a verbal statement on confidentiality before commencing counselling or any other service.

- i) To ensure that in situations where child abuse is alleged or suspected, Relate will take into account the following specific circumstances set out by the Children's Legal Centre (*Offering Children Confidentiality 2004*) in relation to confidentiality:

These include:

- a child/young person in a dangerous situation
- a situation when inaction might place them/someone else in a dangerous situation
- a child/young person in fear of the abuser
- when inaction infringes the rights of other children
- when inaction could lead to someone being harmed"

Managers and practitioners should also take into account the guidance given in the government guidelines, "*Information Sharing: Guidance for practitioners and managers*" HM Government 2008 with particular regard to the "*7 Golden Rules for Information Sharing*".

- j) To ensure that all Relate members of staff, volunteers and trustees have timely and appropriate access to a supervisor or manager to discuss matters at an early stage should they begin to have concerns about a child.
- k) To ensure that a written factual record of discussions with the child is made as soon as possible on Relate's Child Protection Record Form (CPRF) of the key details regarding the allegations and the actions taken. The record should be factual and objective in terms of what is reported by the client and not based on opinions, thoughts or impressions of Relate personnel.
- l) To ensure that if a report has been made by Relate to the Police or Children's Social Care about a child who is accessing a Relate service in a school; the school's Child Protection Officer is made aware.
- m) To ensure the safety of children with whom Relate personnel come into contact or about whom Relate personnel are made aware, the procedures in Section 5 will apply.

4.2. Relate has a Child Protection and Safeguarding Group that will undertake to review, update and revise this policy when and where appropriate. This group will convene not less than twice a year and additionally whenever new learning and services make it appropriate. Relate centres may wish to conduct their own review on a regular basis in order to make sure that all staff are familiar with the correct procedures.

5. Procedures

- 5.1 Relate's Child Protection practice will be explained at the outset of work with all clients when the practitioner delivers the confidentiality and disclosure statement. This makes it clear to clients that if they, or a child they make us aware of, is at risk of suffering, or likely to suffer, significant harm, the child's safety will take priority over all other considerations.
- 5.2 If Relate is told that a child is being abused, this will always constitute a clear cause for concern. A young person aged 18 or over, or a child under 18 who has the capacity to understand and make their own decisions, may give consent for Relate to inform the Police or Children's Social Care.

However, there may be circumstances where even if the client, whether they are an adult or a child, refuses to give consent for the Police to be informed; Relate may have to do so despite the client's wishes. The Relate practitioner should make every effort to explain why this course of action is necessary and make the client aware of what steps are being taken and by whom.

- 5.3 Any member of Relate personnel who:
- is informed that a child is being abused
 - is informed that an someone is abusing a child
 - suspects that someone is being abused or is an abusing a child
 - is informed that a child is seriously self-harming, or has identified themselves at risk of seriously self-harming or suicide
- a) Must report this to their Supervisor and/or Centre / Service Manager immediately.
- b) If their Supervisor or Centre / Service Manager is not available, they should report directly to a member of RCO's senior practice team via the Practice Helpline [PHL].
- c) Must ensure that they make a factual record of the statement given as soon as possible on the Child Protection Record Form (CPRF).
- d) Must take care not to ask questions of the person reporting the abuse that could be construed as leading or coaching. This is because to do so could undermine any future actions that need to be taken.

- e) Must ensure that outcomes of all consultations about the concerns raised are accurately recorded on the CPRF
- f) Must ensure that ongoing concerns are consulted on and recorded in the same way

Managers / Supervisors:

- g) Must ensure that if, following consultation, it is decided to make a report to the Police Child Protection Unit or Children's Social Care, it is made in writing using the appropriate template available from RCO's senior practice team via the Practice Helpline [PHL].

5.4 If any Relate personnel hears from an adult client that they suffered abuse in the past as a child, their abuser may still be a threat to the safety of other children in the present time. A qualified practitioner must therefore address this with the client, supporting them while they, wherever possible, give information to the appropriate statutory authorities. Trainees must inform their supervisor who will support them in this process. The practitioner should follow the procedures 5.3 c) – e) above.

5.5 There are some circumstances when Relate must report to the police or social care without consulting the client. These include but are not limited to the following:

- if we are told by someone that they or a third party have accessed images of child sexual abuse
- if we are told by someone that they have sexually or physically abused children either in the past or the present and the person reporting to us is at risk of harming themselves.

If the client is unwilling or unable to make a disclosure to the statutory authorities, the practitioner should follow the procedures 5.3 a) – f) above.

5.6 The flowchart in Appendix A should be used in conjunction with this policy for dealing with Child Protection issues

Other safeguarding issues to consider are:

5.7 If a child or young person reveals (or there is reason to suspect) any of the following :

- They are routinely misusing substances
- They are engaging in risky sexual behaviour
- They have an eating disorder
- They have a compulsive disorder which presents a serious risk to their health, for e.g. excessive use of tanning equipment.

Relevant personnel should seek to discuss their concerns with a supervisor or manager at the earliest possible opportunity.

6. Safer Recruitment

- 6.1 Relate Central Office and all Relate Centres will ensure that Criminal Records Bureau checks are made on all their personnel who may have direct contact with children or who have responsibility for client services where issues of children's safety and welfare may arise. This will need to include trustees, Centre Managers or Central Office Service Managers and support staff as well as supervisors and paid and voluntary practitioners.
- 6.2 Relate will not discriminate unfairly against applicants with a criminal record. Having a criminal record will not necessarily bar an applicant from working for Relate. However, the nature of a disclosed conviction and its relevance to the role in question will be considered and action will be taken as necessary to protect children and the good reputation of Relate.
- 6.3 Relate must obtain references (see References Template) for a practitioner wishing to work with a child before offering the practitioner a position. It is recommended that referees are called to have a conversation about an applicant's suitability. Any discrepancies, including gaps in employment history, in an applicant's application or C.V. must be addressed with the applicant.
- 6.4 Relate must specify within the job description of the position being advertised what the role requires in regards to safeguarding requirements including CRB / ISA checks.
- 6.5 Relate practitioners recruited to work with children from October 2010 will be required to be registered on the Independent Safeguarding Authority database. Managers must check that this is the case before offering the practitioner a position.
- 6.6 Trustees and Managers must ensure that staff and volunteers they recruit or appoint receive induction on Relate Child Protection and Safeguarding Policy and Procedures.
- 6.7 As a matter of good practice Relate Centre Managers who manage services provided for children and are responsible for staff recruitment should obtain a copy of the DCSF publication *Safeguarding Children and Safer Recruitment in Education* for reference:

<http://www.everychildmatters.gov.uk/files/AD6343FE3EF01D9FC86617FE11940A48.pdf>

7. Training for Child Protection and Safeguarding

- 7.1 All Relate personnel are required to read this Policy and Procedure together with the Department for Children Schools and Families (DCSF) booklet “What To Do If You’re Worried A Child Is Being Abused” and to act at all times in a way that is consistent with these documents and with relevant legislation.
- 7.2 All Relate personnel must attend regular Child Protection and Safeguarding training and Domestic Violence and Abuse Awareness training. Managers and supervisors must ensure that they are up to date with the latest developments in child protection and safeguarding.
- 7.3 It is the Centre Manager’s responsibility to establish contact with the senior social services staff responsible for child protection in their catchment area, to be familiar with the local procedures under the Local Safeguarding Children Board and to ensure that Centre referral processes take account of these.
- 7.4 All Centre Managers must undertake Child Protection training up to Level 2 (or the equivalent run by the local authority). Local Safeguarding Children Boards (LSCBs) in each local area should offer this training on a regular basis.

8. Dealing with allegations made against a Relate member of staff

- 8.1. Any information that gives rise to concern or suspicion about any Relate personnel must be reported by the person who has this information to their Centre/Service/Scheme Manager [unless the concern involves the Centre/Service/Scheme Manager and then the report should be made to the chair of trustees. The Centre/Service/Scheme Manager must consult with a member of RCO's senior practice team via the Practice Helpline [PHL] within the same working day in order to clarify and consider all relevant information and factors.
- 8.2. The Centre/Service/Scheme Manager will record the concerns on a Child Protection Record Form [CPRF] and the PHL will complete a Log of the consultation.
- 8.3. The Centre/Service/Scheme Manager will also inform the Chair of Trustees with regards to the concerns that have been raised.
- 8.4. Relate's Complaints procedure must be implemented.
- 8.5. Following discussions, the PHL staff member will inform either the Director of Services and Practice or the Head of Practice Standards who will consult with a solicitor and advise the Centre Manager and / or Chair on the appropriate action to take.
- 8.6. If, following this discussion, it becomes quite clear that there is no cause for concern, the Centre/Service/Scheme Manager will make a note on the CPRF of the circumstances and the reason for not taking action, including the date, time and signature.
- 8.7. If it is advised that the Police must be informed the Centre/Service/Scheme Manager / Chair must do so immediately and supplement this using the appropriate template using the appropriate template available from RCO's senior practice team via the Practice Helpline [PHL].
- 8.8. Appropriate support must be offered to the member of staff against whom the allegations have been made during the period of investigation.
- 8.9. It is advised that Appendix 5 (pages 239-247) Procedures for managing allegations against people who work with children from the "*Working together to Safeguard Children*" document should be referenced when conducting an investigation. Page 242 advises that the LADO should be advised when an allegation is made against a member of staff.

9. Definitions and Acronyms

Centre –	Member organisation of the Relate Federation
Child -	The Children Act 1989 defines a child as a person under the age of 18. This policy accordingly applies to children / young people under the age of 18.
Child abuse -	“Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting; by those known to them or, more rarely by a stranger” (from <i>Working Together to Safeguard Children</i> –HM Government 2006)
CAFCASS -	Children and Family Court Advisory and Support Service
CAMHS -	Child and Adolescent Mental Health Services
CEOP -	Child Exploitation and Online Protection centre
CPRF -	Child Protection Record Form: Form used by Relate to capture the details of any cases where there is, or is suspected, child protection concerns.
CPP -	Child Protection Plan: A child protection plan is a working tool that should enable family and professionals to understand what is expected of others. The aims of the plan are: <ul style="list-style-type: none">• To keep the child safe• To promote their welfare• If it can be done safely, to support the wider family to care for them.
CPS -	Crown Prosecution Service
CPU -	(Police) Child Protection Unit
CRB -	Criminal Records Bureau: is the body that discloses information about criminal records and other pertinent information about potential unpaid or paid employees.
CRB Disclosure -	Describes information received from the CRB regarding employee / potential employee or volunteer.:
DCSF -	Department for Children, Schools and Families
DCPO -	(School) Designated Child Protection Officer
DFES -	Department for Education and Schools (now DCSF)

Disclosure of Abuse –	This term covers any information given to Relate about abuse of a child.
DVA -	Domestic Violence and Abuse
ECM -	Every Child Matters: The Government's aim is for every child, whatever their background or their circumstances, to have the support they need to: <ul style="list-style-type: none"> • Be healthy • Stay safe • Enjoy and achieve • Make a positive contribution • Achieve economic well-being
ISA -	Independent Safeguarding Authority
LADO -	Local Authority Designated Officer
LSCBs -	Local Safeguarding Children Boards
MAPPA -	Multi Agency Public Protection Arrangements
MARAC -	Multi Agency Risk Assessment Conference
Manager -	The term “manager” refers to those who have responsibility for managing Relate services which may be accessed by a child including the management of employees and volunteers at any level.
PHL -	The Relate Practice Helpline which is staffed by members of RCO senior practice team. The PHL is available to practitioners, supervisors, Centre Managers and Trustees who need to consult on difficult client cases – often involving child protection and domestic violence issues – ethical dilemmas and legal issues
Private Fostering -	Private fostering is when a child under the age of 16 (under 18 if disabled) is cared for someone who is not their parent or a 'close relative'. This is a private arrangement made between a parent and a carer, for 28 days or more. Close relatives are defined as step-parents, grandparents, brothers, sisters, uncles or aunts (whether of full blood, half blood or marriage).
RCO –	Relate Central Office
Recruitment and Vetting -	Means selecting staff and volunteers and having clear procedures for checking that they are safe to employ.

Report of Abuse - When a decision is made that information disclosed by a client must be shared with the appropriate authorities, this takes the form of a factual report of the information that has been disclosed to Relate.

Safeguarding - and promoting the welfare of children is the process of “protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care which is undertaken so as to enable children to have optimum life chances and enter adulthood successfully” (*Working Together to Safeguard Children*; HM Government 2006)

VISOR - Violent and Sexual Offenders Register

10. Further Resources

- [You can access the Child Protection Record Form CPRF here.](#)
- [You can access the oral Confidentiality and Safety Statement for Children's counselling, here.](#)

Information Sheets

- SD7 Children on Relate Premises
- SD9 Seeking Parental Consent
- LG1 Working Under Contract to Public Bodies
- LG6: Guidance for CP Disclosure
- LG7 Clients referred by Social Services or Courts
- Guidance on Relate and the Common Assessment Framework

Relevant Policies

Policies can be found on Relate Extra under: *Policies & Service Specs/Policies/Approved Policies*:

- Confidentiality & Disclosure Policy
- Domestic Violence/Abuse Policy
- Equality and Diversity Policy
- Clients' Complaints Procedure
- Disciplinary Policy
- Criminal Records policy

Practice Helpline

The Practice Helpline can be contacted on **0845 456 4753** Monday – Friday from 9.00am – 5.00 pm

Other Resources

All Wales Child Protection Procedures www.awcpp.org.uk

Every Child Matters: Change for Children www.everychildmatters.gov.uk

Information Sharing: Guidance for Practitioners and Managers
www.everychildmatters.gov.uk/informationsharing

Provision of Therapy for Child Witnesses Prior to a Criminal Trial (Practice Guidance) www.homeoffice.gov.uk

Safeguarding Children and Safer Recruitment in Education
<http://www.everychildmatters.gov.uk/files/AD6343FE3EF01D9FC86617FE11940A48.pdf>

Safe from Harm (Home Office 1993) The Code of Practice for Safeguarding the Welfare of Children in Voluntary Organisations in England and Wales

What To Do If You're Worried A Child Is Being Abused
<http://www.everychildmatters.gov.uk/resources-and-practice/IG00060/>

Working Together to Safeguard Children (HM Government, 2006)]
<http://www.everychildmatters.gov.uk/resources-and-practice/IG00060/>

Legislation

The Children Act 1989 (England and Wales)
http://www.opsi.gov.uk/acts/acts1989/ukpga_19890041_en_1

The Children Act 2004(England and Wales)
http://www.opsi.gov.uk/Acts/acts2004/ukpga_20040031_en_1

The Data Protection Act 1998
http://www.opsi.gov.uk/Acts/Acts1998/ukpga_19980029_en_1

The Human Rights Act 1998
http://www.opsi.gov.uk/ACTS/acts1998/ukpga_19980042_en_1

Sexual Offences Act 2003
http://www.opsi.gov.uk/acts/acts2003/ukpga_20030042_en_1

Useful Contacts

Bullying Online www.bullying.co.uk

Child Exploitation and Online Protection centre (CEOP) www.ceop.gov.uk

Childline www.childline.org.uk 0800 1111

Children in Wales (Maintains an overview of policy relating to children in wales) www.childreninwales.org.uk

Criminal Records Bureau www.crb.gov.uk 0870 90 90 811

Criminal Records Unit in Wales help@wcva.org.uk

Forced Marriage Unit www.fco.gov.uk 020 7008 0151

Internet Watch Foundation (UK Hotline for reporting illegal content specifically child abuse images worldwide, criminally obscene material and criminally racist content) www.iwf.org.uk

Kidscape www.kidscape.org.uk 0845 120 5204

NSPCC :

Child Protection Helpline – 0808 800 5000

Textphone (for people who are deaf or hard of hearing) - 0800 056 0566

Email – help@nspcc.org.uk

NSPCC Asian Child Protection Helpline – 0800 096 7719

NSPCC Cymru / Wales Child Protection Helpline – 0808 100 2524

CONTACT NUMBERS

If you are concerned about the welfare of a child please call the Initial Assessment Team on 01582 547653. The number to call for out of normal working hours emergencies is 0870 2385465.

Luton Borough Council website 4/12/09

Children's Specialist Services – 0300 300 8149

Social Care out of office hours and at weekends: 08702 385465 (same as Luton)

North and Mid Beds Police 01234 841212

Luton and South Beds Police 01582 401212

NSPCC 24 hour Child Protection Helpline: 0808 800 5000

If it is an emergency, please ring 999

Central Bedfordshire website 23/11/2009

Intake and Assessment team (North) 01234 223599

Intake and Assessment team (South) 01582 818499

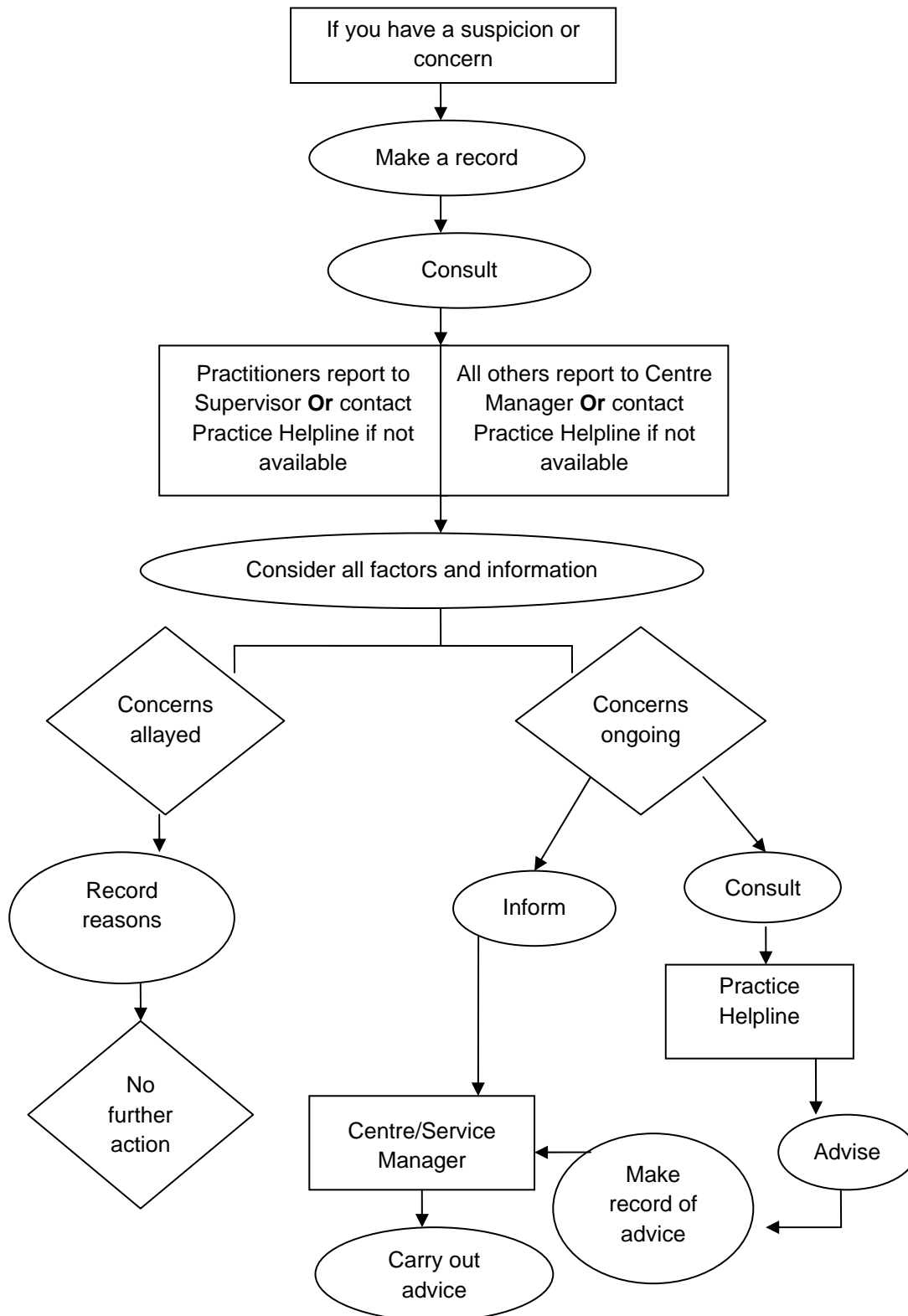
Bedfordshire Police 01234 841212

NSPCC 24 hour Child Protection Helpline: 0808 800 5000

Bedford Borough Council website 23/11/2009

Appendix A

RELATE CHILD PROTECTION REPORTING/CONSULTATION DISCLOSURE PROCEDURE



If you have concerns about the behaviour of any Relate Federation personnel in relation to the safety of children, you must notify the Centre/Service Manager the same day. If they are not available, or if they are the person about whom you are concerned, contact their line manager (the Centre Manager's line manager is the Chair of Trustees). The receiver of the information must the same day consult with the RCO's senior practice staff via the Practice Helpline.