



**偉盧華人基督教會**  
Wirral Chinese Christian Church

# SAFEGUARDING POLICY

Date: March 2026

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## **SECTION 1: Introduction**

### **1.1 Church Details**

Name:	Wirral Chinese Christian Church
Address:	14 Woodchurch Road, Wirral CH41 2UF, United Kingdom
Website:	www.wccchurch.org.uk
Telephone:	+44 7417 521957
Email:	wirralccchurch@gmail.com
Designated Safeguarding Lead:	Rivy Qin
Designated Safeguarding Deputy Leads:	Billy Cheung & Rita Lee
Safeguarding Email:	sgt.wccc@gmail.com
Insurance:	The Baptist Insurance Company PLC

### **1.2 Church Objects**

The Wirral Chinese Christian Church's objects (the Objects) are:

1.2.1 to further the religious and other charitable work of the Chinese Christian Community in the North West Region of England.

1.2.2 to advance religious education in accordance with the doctrines and the principles of the Chinese Christian Community by means of education or otherwise.

1.2.3 to hold land and buildings upon trust to permit them to be used:

1.2.3.1 as a place of worship for members of the Chinese Christian Community.

1.2.3.2 as a residence for the Minister of the Chinese Christian Community in the North West Region of England.

### **1.3 This Policy**

This policy is in place to ensure that Wirral Chinese Christian Church is a safe place, and to equip members of the church family to meet the needs of children and adults at risk of harm.

It relates to all activities of the church, providing a framework to manage safeguarding in a proactive way that enables the activities of the church to be carried out in a safe and caring manner.

The policy is based upon the 10 safeguarding secure standards published by Thirtyone:eight:

1. Safeguarding policy
2. Training and awareness
3. Safer recruitment

4. Management of workers
5. Working safely
6. Communicating safely
7. Responding to concerns
8. Pastoral care
9. Managing those who may pose a risk
10. Working in partnership

## **1.4 Our Commitment**

We acknowledge that children, young people and adults can be the victims of physical, sexual and emotional abuse, and neglect. We recognise the need to provide a safe and caring environment for children, young people and adults. As a leadership, we have therefore adopted the procedures set out in this safeguarding policy in accordance with statutory guidance. We are committed to build constructive links with statutory and voluntary agencies involved in safeguarding.

## **1.5 Positions of Trust**

All adults working with children, young people and vulnerable adults are in a position of trust. All those in positions of trust need to understand the power this can give them over those they care for and the responsibility they have because of this relationship.

It is vital that all workers ensure they do not, even unknowingly, use their position of power and authority inappropriately. They should always maintain professional boundaries and avoid behaviour which could be misinterpreted.

As of April 2022, it is illegal (England and Wales/Northern Ireland) for those in Positions of Trust in a faith setting to engage in sexual activity with a 16- or 17-year-old under their care or supervision.

The following safeguarding policy and statement aims to not only meet the requirements of ensuring a safe environment for those accessing activities in our organisation but to also build an open culture where:

- Those who lead do so by example
- Are committed to the safeguarding of all
- Those that work or volunteer are safely recruited and trained for their roles.
- There are accountability structures
- There are codes of conduct
- The values of the organisation are embedded in its day-to-day actions and behaviours of its people
- There is open communication

## 1.6 Terminology

<b>Thirtyone:eight</b>	An independent Christian safeguarding charity that helps organisations create a safe environment for children, young people and adults at risk of harm. They also provide the online DBS management system used by the church.
<b>Adults at risk of harm</b>	Previously called 'vulnerable adults', and sometimes referred to as 'adults with additional care and support needs.' Refers to anyone over the age of 18 who may be at risk of harm.
<b>Children and young people</b>	Anyone under the age of 18, as defined by the Children's act (1989).
<b>DBS (Disclosure &amp; Barring)</b>	A government agency that provides checks to prevent unsuitable people from working with vulnerable groups, including children.
<b>Junior Worker</b>	Anyone under 18 who has been approved by a group leader to assist with carrying out the activities of the group.
<b>Safeguarding</b>	The process by which the church family works together to promote a safe and caring environment for children, young people and adults at risk of harm.
<b>Ministry Leader</b>	A person who has responsibility for workers within an area of work within the organisation.
<b>Worker</b>	Anyone aged 18 or over who is involved in the ministries of the church that deal with children or adults who may be at risk of harm. This includes paid employees and volunteers.

## 1.7 Forms of Abuse

Please see [Appendix 2](#) for detailed definitions of abuse along with signs and symptoms for each.

## **SECTION 2: Safer Recruitment & Practice guidelines**

As an organisation/place of worship working with children, young people, and adults with care and support needs, we wish to operate and promote good working practice. This will enable workers to run activities safely, develop good relationships, and minimise the risk of false or unfounded accusation.

We have specific good practice guidelines for every activity we are involved in, and these are below.

### **2.1 Safer Recruitment**

Ministry Leaders are appointed by the Church leaders. Ministry leaders are responsible for the recruitment of volunteers within their area of ministry. Recruitment selection happens by:

- Prospective candidates meet with ministry leaders.
- Prospective candidates must fill in a 'new volunteer form' online which includes a safeguarding video and a link to a digital copy of this safeguarding policy, both of which explain how to report a concern.
- If required, a DBS check will have been completed before the recruit partakes in the activity.

- It would be reasonable for a potential recruit to have a trial period prior to completion of their DBS check, ensuring that they are supervised by a named adult during this period.

Upon starting their volunteer position, the following should be reviewed and/or completed:

- All workers are required to have a satisfactory and up-to-date DBS check.
- All workers are required to complete a self-declaration form.
- All workers are required to have appropriate and up-to-date Wirral Chinese Christian Church safeguarding training.
- No applicant will be allowed to work until the recruitment procedure is completed.
- Adults who assist occasionally or on a one-off basis, who have not undergone the safer recruitment process, must be always supervised by a named worker.

## **2.2 DBS Management**

Wirral Chinese Christian Church's Safeguarding Team is responsible for the implementation and management of the DBS process.

- Wirral Chinese Christian Church does not apply for disclosures on behalf of other organisations.
- Staff, ministry leaders, Church Leaders and volunteers will be encouraged to subscribe to the update service.
- All Wirral Chinese Christian Church DBS checks are: Enhanced DBS including Children or Adults barred list check.
- The Church Leaders are required to have a satisfactory and up-to-date DBS check.
- DBS checks are to be renewed every 3 years. DBS checks are out-of-date when they are 3.5 years old.
- Identity checks (part of the DBS approval process) may be carried out by the Safeguarding Coordinator, the Deputy or other designated people. Original Identity documents must be provided.

## **2.3 Volunteers who cannot be DBS checked**

- Those who do not have the right to work in the UK
- Those aged 17 or under

## **2.4 DBS Ministries**

Applicable ministries include but are not limited to:

- Child workforce
- Adult workforce - adults at risk worker

## **2.5 Controls**

Ministry Leaders will provide up-to-date worker information to the Safeguarding Team in every 6 months. The DBS check and safeguarding training status of those workers in regular children, youth and vulnerable adult ministries will be assessed on a 6-month basis in order to ensure that the DBS checks are up to date. Mandatory training will be delivered annually. A report is provided to the Safeguarding Leads showing those whose DBS status is not conforming with the policy and the necessary action will be taken.

## **2.6 Safeguarding Training**

The leadership is committed to on-going safeguarding training and development for all workers, developing a culture of awareness of safeguarding issues to help protect everyone. Safeguarding training will be delivered in an accessible way to ensure engagement with the Safeguarding Policy. Workers will be given an annual update on key information and policy changes. Training programmes will include:

- Signs and symptoms of abuse and neglect
- How to respond to a child or adult wishing to disclose abuse.

As part of the safer recruitment process, and in addition to the DBS process, new workers will receive a digital copy of the Safeguarding Policy and training from ministry leaders appropriate to their age group.

The safeguarding team are responsible for the implementation and management of Safeguarding Training. They will consult with the relevant organisations at least every 3 years to ensure training is up to date. Further consultation will be carried out where there are significant developments in safeguarding on a national scale.

## **2.7 Workers Feedback and Review**

The leadership will take a pastoral interest in workers and be mindful of their personal circumstances. Workers are encouraged to feedback thoughts and concerns at any time and the leadership is open to receiving, considering and acting on such feedback. The leadership will on occasion review workers' roles with them either personally or as a group and/or invite feedback on their experience and circumstances.

The Safeguarding Leads will provide the Church leaders/trustees with an annual report including quantitative data regarding disclosure and highlight any recurring needs or concerns within Wirral Chinese Christian Church.

## **2.8 Code of Conduct (Working Safely)**

### **2.8.1 Best Practice**

- You should operate within the Church's principles and guidance.
- Make every effort to display a character, conduct and lifestyle consistent with Biblical standards, treating all children, young people and vulnerable adults with respect and dignity.
- Be aware that physical contact with a child or young person may be misinterpreted. All physical contacts should be for the best interests of the child or young person.
- You should challenge unacceptable behaviour in a responsible way, including abusive peer activities such as ridiculing or bullying.
- You should report all allegations/suspensions of abuse.
- Recognise that special caution is required in moments when you are discussing sensitive issues with children or young people.
- Never hit a child.
- Never touch a child inappropriately or play sexually provocative games.
- Never show favouritism to any one child, young person or group.
- Make every effort to ensure you are not alone with a child and out of sight of others. If unavoidable, ensure that another leader is aware of the situation.

- Ensure that another adult is informed if a worker needs to take a child to the toilet.
- If a worker is required to transport a child or children to and from an activity, parental consent must be gained in advance. (A text message would be appropriate.)
- Ensure next of kin contact details are up to date. This is especially important if you are going on a trip, where a list of contact details should be kept.
- If transport is required for children within an organised activity, avoid transporting a child on their own or on your own. If it is unavoidable, inform another adult and consider whether to ask the child to sit in the back of the vehicle.
- Never invite a child or young person to the youth leader/worker's home alone without parental permission.
- Never allow unknown visiting adults' unsupervised access to children. A known person should always accompany visitors.

## 2.9 Practice Guidelines

### 2.9.1 Groups and Activities

**0 to school year reception:** Parents must be present in the building or at the event. When attending groups, their attendance must be signed in and parents' contact details recorded. They must only be released to authorised persons.

**School year 1 to year 6:** Parents may or may not be present in the building. When attending groups, their attendance must be signed in and parents contact details recorded. They must only be released to authorised persons.

**School year 7 to 13:** When attending groups, they must provide details of a responsible person who can be contacted if needed.

Activities and Ministries of the church are to be risk assessed before proceeding. Most activities are covered by a general risk assessment. Specific risk assessments are carried out in situations where more risk is present (e.g. using a bouncy castle at a youth group). If children or vulnerable adults are or could be involved, then the safeguarding policy applies.

### 2.9.2 Parental Consent and Child Data

Wirral Chinese Christian Church primarily uses Google Form to collect and store information about children, in accordance with our Data Protection Policy.

Each group collects data using a parental consent form which includes contact details for parents/carers, any medical/additional needs, and consent for photos. All parents sign this form to give consent for their child to take part in activities at Wirral Chinese Christian Church. To make sure these details are up to date, it is good practice for these to be filled out by all parents annually at the start of each academic year. A consent form should also be filled out whenever a new child joins the group.

All children/youth groups will keep a register of attendance for each session. Best practice is to use Microsoft Office for recording attendance, but other methods can be used if necessary (e.g. paper registers) providing GDPR is followed. Group leaders are responsible for keeping up-to-date information.

### **2.9.3 Staffing Levels**

For teaching groups on a Sunday, there should be at least two leaders per group. If this is not possible, ensure that another nominated adult knows where you are and, where possible, be in a room with windows.

More supervising adults may be required if, for instance:

- The children have specific support needs.
- A risk assessment identifies behaviour as a potential issue for the group.
- Children are being taken off site (including residential).
- Children are undertaking physical activities.
- If needed for safe fire evacuation.
- Adults who assist occasionally or on a one-off basis who have not been appointed formally using the safer recruitment procedures must always be under the care of a named worker.

### **2.9.4 Use of Social Media, Email and Texting**

All those involved in working with children/young people will exercise care in the use of social media and adopt the principles set out below:

- When using phone, email, text messaging (including WhatsApp), to contact a child or young person, this should only be for reasons necessary for the work of the organisation and any contact should be agreed with co-workers and with consent of parents/guardians.
- Ensure that your social media usage is consistent with a character, conduct and lifestyle that matches up to Biblical standards.
- All those working with children should not add them to their personal social networking page.
- Ensure personal profiles on any social networking sites are set to the highest level of security and privacy to avoid unauthorised access.
- Only use an agreed social networking account for contact with children e.g. WhatsApp. For children under the age of 14, all communication should happen via parents, carers or guardians and not with direct email or texting to the child. It is worth noting that most forms of social media have an age rating of 16+.
- All youth groups should have a way communicating directly with parents to share information e.g. WhatsApp
- If a worker needs to contact a young person directly aged 11 to 14, group communication is preferred. If individual contact is absolutely necessary, it should be agreed with co-workers, and this should be monitored.
- Communication must be in the best interest of the young person and avoiding forms of social media that are not traceable (such as Snapchat).
- Where concerned that there may be an e-safety incident ensure that this is reported to your Safeguarding Lead.
- In any communication, care should be taken to maintain appropriate personal and professional boundaries and an appropriate tone.
- Be warm and friendly but do not suggest or offer a special relationship.
- Be clear and explicit about information that you need to share and be clear to avoid any possible misinterpretation of motives or behaviour.

- Do not share personal information with children or request personal information from a child other than that which would be appropriate as part of your role.
- Only contact children for reasons related to the work of the Church and maintain a log of all electronic contact.
- Have a clear cut off time for communicating with children and young people.
- Individual and group photographs may only be posted to social media where parental permission has been granted.

In scenarios not specifically covered by the guidance, our policy is to follow what is in the best interests of keeping the child, or adult at risk of harm and safe.

### **2.9.5 Working in Partnership**

Organisations carrying out events with Wirral Chinese Christian Church must have their own safeguarding policy that meets standards as mentioned above.

### **2.9.6 Communicating Safely**

The leadership will ensure that children and adults with care and support needs are provided with information on where to get help and advice in relation to abuse, discrimination, bullying or any other matter where they have a concern by means of:

- Posters clearly displayed around the building
- Safeguarding policy available on the church website

## **SECTION 3: Recognising and responding to an allegation or suspicion of abuse**

### **3.1 Responding to an allegation of abuse**

When responding to an allegation of abuse, adhere to the following guidance:

- Never promise to keep a secret.
- Listen and accept what you hear.
- Don't be judgmental.
- Don't ask leading questions.
- Let the child know what is going to happen.
- Keep it confidential!

With any allegation of abuse, make careful notes as soon as you can. Complete the safeguarding referral form available from the church website and send to the secure safeguarding email address.

The reporting email address is [sgt.wccc@gmail.com](mailto:sgt.wccc@gmail.com)

### **3.2 Procedure for responding to allegations of abuse**

Any concerns or allegations of abuse should be reported.

The person in receipt of allegations or suspicions of abuse should report concerns **as soon as possible** to a member of the safeguarding team as named on posters clearly displayed around the building. The safeguarding team member will confer and if needed, contact Thirtyone:eight for support and further advice. Under no circumstances should a worker carry out their own investigation into an allegation or suspicion of abuse.

- The Safeguarding Lead should contact the appropriate agency or they may first ring the Thirtyone:eight helpline for advice. They should then contact social services in the area the child or adult lives.
- The Safeguarding Lead may need to inform others depending on the circumstances and/or nature of the concern, which could include:
  - Chair or trustee responsible for safeguarding who may need to liaise with the insurance company or the charity commission to report a serious incident.
  - Designated officer or LADO (Local Authority Designated Officer) if the allegation concerns a worker or volunteer working with someone under 18.
- Suspicions must not be discussed with anyone other than those nominated above. A written record of the concerns should be made in accordance with these procedures and kept in a secure place.
- Whilst allegations or suspicions of abuse will normally be reported to the Safeguarding Lead, the absence of the Safeguarding Lead or Deputy should not delay referral to Social Services and the Police.
- The leadership will support the Safeguarding Lead/Deputy in their role and accept that any information they may have in their possession will be shared in a strictly limited way on a need-to-know basis.
- It is, of course, the right of any individual as a citizen to make a direct referral to the safeguarding agencies or seek advice from Thirtyone:eight, although the leadership hopes that members of the place of worship/organisation will use this procedure. If, however, the individual with the concern feels that the Safeguarding Lead/Deputy has not responded appropriately, or where they have a disagreement with the Safeguarding Lead(s) as to the appropriateness of a referral they are free to contact an outside agency directly.
- We hope by making this statement that the leadership demonstrates its commitment to effective safeguarding and the protection of all those who are vulnerable.

### **3.3 Detailed procedures where there is a concern about a child:**

#### **3.3.1 Allegations of physical injury, neglect or emotional abuse**

If a child has a physical injury, a symptom of neglect or where there are concerns about emotional abuse, the Safeguarding Lead/Deputy will:

- Contact Children's Social Services (or Thirtyone:eight) for advice in cases of deliberate injury, if concerned about a child's safety or if a child is afraid to return home.
- Not tell the parents or carers unless advised to do so, having contacted Children's Social Services.
- Seek medical help if needed urgently, informing the doctor of any suspicions.
- Seek and follow advice given by Thirtyone:eight (who will confirm their advice in writing) if unsure whether or not to refer a case to Children's Social Services.

### **3.3.2 Allegations of sexual abuse**

In the event of allegations or suspicions of sexual abuse, the Safeguarding Lead/Deputy will:

- Contact the Children's Social Services Department Duty Social Worker for children and families or Police Child Protection Team directly. They will NOT speak to the parent/carer or anyone else.
- Seek and follow the advice given by Thirtyone:eight if for any reason they are unsure whether or not to contact Children's Social Services/Police. Thirtyone:eight will confirm its advice in writing for future reference.

### **3.4 Detailed procedures where there is a concern that an adult needs protection:**

**Suspicious or allegations of abuse or harm including physical, sexual, organisational, financial, discriminatory, neglect, self-neglect, forced marriage, modern slavery, domestic abuse.**

If there is concern about any of the above, Safeguarding Lead/Deputy will:

- Contact the Adult Social Care Team who have responsibility under the Care Act 2014 to investigate allegations of abuse. Alternatively Thirtyone:eight can be contacted for advice.
- If the adult is in immediate danger or has sustained a serious injury contact the Emergency Services, informing them of any suspicions.

If there is a concern regarding spiritual abuse, this is to be reported to the Safeguarding team and the Safeguarding Lead will:

- Identify support services for the victim i.e. counselling or other pastoral support
- Contact ThirtyOne:Eight and in discussion with them will consider appropriate action with regards to the scale of the concern.

#### **3.4.1 Allegations of abuse against a person who works with children/ young people**

If an accusation is made against a worker (whether a volunteer or paid member of staff) whilst following the procedure outlined above, the Safeguarding Lead, in accordance with Local Safeguarding Children Board (LSCB) procedures will:

- Liaise with Children's Social Services regarding the suspension of the worker
- Make a referral to a designated officer formerly called a Local Authority Designated Officer (LADO) whose function is to handle all allegations against adults who work with children and young people whether in a paid or voluntary capacity.
- Make a referral to Disclosure and Barring Service for consideration of the person being placed on the barred list for working with children or adults with additional care and support needs. This decision should be informed by the LADO if they are involved.

### **3.4.2 Allegations of abuse against a person who works with adults with care and support needs**

The Safeguarding Lead will:

- Liaise with Adult Social Services in regards the suspension of the worker
- Make a referral to the DBS following the advice of Adult Social Services

The Care Act places the duty upon Adult Services to investigate situations of harm to adults with care and support needs. This may result in a range of options including action against the person or organisation causing the harm, increasing the support for the carers or no further action if the 'victim' chooses for no further action and they have the capacity to communicate their decision. However, this is a decision for Adult Services to decide, not the church.

### **Important Contacts:**

**Thirtyone:eight** : Tel: 0303 003 1111 (Option 2)

Post: PO Box 133, Swanley, Kent, BR8 7UQ.

Email: info@thirtyoneeight.org

**The Local Safeguarding Partners (Local Safeguarding Children Board or equivalent) for protecting children can be contacted:**

Wirral Integrated Front Door (IFD)

Tel: 0151 6062008 (Mon to Fri 9am – 5pm)

Tel: 0151 6776557 (Outside of these hours)

Email: IFD@wirral.gov.uk

**The Safeguarding Adults Board (or equivalent) can be contacted:**

Adult Social Services Central Advice and Duty Team (CADT)

Tel: 0151 6062006 (Mon to Fri 8.50am – 5pm)

Tel: 0151 6776557 (all other times and on public holidays)

Email: cadt@wirral.gov.uk

**Merseyside Police (Emergency):** Tel: 999

**Merseyside Police (Non-Emergency):** Tel: 101

#### **Safeguarding Lead**

In the absence of the Safeguarding Leader or, if the suspicions in any way involve the Safeguarding Lead, then the report should be made to:

#### **Deputy Safeguarding Lead**

If the suspicions implicate both the Safeguarding Lead and the Deputy, then the report should be made in the first instance to:

## **SECTION 4: Pastoral Care**

### **4.1 Supporting those affected by abuse**

The leadership is committed to offering pastoral care, working with statutory agencies as appropriate, and support to all those who have been affected by abuse who have contact with or are part of the place of worship/organisation.

### **4.2 Working with offenders and those who may pose a risk**

When someone attending the place of worship/organisation is known to have abused children, is under investigation, or is known to be a risk to adults with care and support needs; the leadership will supervise the individual concerned and offer pastoral care, but in its safeguarding commitment to the protection of children and adults with care and support needs, set boundaries for that person which they will be expected to keep. These boundaries will be based on an appropriate risk assessment and through consultation with appropriate parties.

## **SECTION 5: Safeguarding Policy Management**

### **5.1 Safeguarding Controls Review**

Safeguarding Controls will be developed on an ongoing basis by the Safeguarding Team and reviewed at least annually for completeness and suitability of purpose.

### **5.2 Monitoring and Review of Policy**

The Safeguarding Policy will be reviewed annually by the Safeguarding Team who will make recommendations to the Elders as appropriate.

### **5.3 Breach of Policy**

The Elders will take seriously any instances of non-adherence to the policy. Any instance of breach of policy will be investigated, assessed and may result in change to systems, policy and/or training and, where appropriate, disciplinary action may be taken.

This policy has been approved and adopted by the Church Leadership for use by the Church.

**Ka Wah Lau**

\_\_\_\_\_ (Signed)

Ka Wah Lau

\_\_\_\_\_ (Printed Name)

20/11/2024

\_\_\_\_\_ (Date)

## **APPENDIX 1: Protection of Children and Adults Policy Statement**

Name of Place of worship/organisation: **Wirral Chinese Christian Church**

The following statement was agreed by the leadership/organisation on: **20<sup>th</sup> November 2024**

- This place of worship/organisation is committed to the safeguarding of children and adults with care and support needs and ensuring their well-being.
- We recognise that we all have a responsibility to help prevent harm or Abuse to children and adults with care and support needs in all their recognised forms.
- We recognise that the personal dignity and rights of adults and children and will ensure all our policies and procedures will reflect this.
- We believe all people should enjoy and have access to every aspect of the life of the place of worship/organisation.
- We undertake to exercise proper care in the appointment and selection of those who will work with children and adults with care and support needs.
- We believe every child and adult should be valued, safe and happy. We want to make sure that all those we have contact with know this and are empowered to tell us if they are experiencing significant harm.

### **We are committed to:**

- Following statutory denominational and specialist guidelines in relation to safeguarding children and adults and will ensure that as a place of worship/organisation all workers will work within the agreed procedure of our safeguarding policy.
- Implementing the requirements of all relevant legislation including, but not limited to, Working Together to Safeguard Children 2018, the Disability Discrimination Acts 1995 and 2005, Equality Act 2010 and referring concerns about adults with care and support needs to the local authority under the Care Act 2014. *(Please amend this list for appropriate legislation in N. Ireland and Scotland)*
- Supporting, resourcing and training those who undertake this work.
- Ensuring that we are keeping up to date with national and local developments relating to safeguarding.
- Ensuring that everyone agrees to abide by these recommendations and the guidelines established by this place of worship/organisation.
- Supporting all in the place of worship/organisation affected by abuse.

### **We recognise:**

- Children's Social Services has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about a child. Adult Social Care has lead responsibility for investigating all allegations or suspicions of abuse where there are concerns about an adult with care and support needs.
- Where an allegation suggests that a criminal offence may have been committed then the police should be contacted as a matter of urgency.
- Safeguarding is everyone's responsibility.

**We will review this statement and our policy annually.**

If you have any concerns for a child or adult, then speak to one of the following who have been approved as safeguarding coordinators for this place of worship/organisation:

**Barry Pang**  
(Safeguarding Lead)

**Rev. Kawah Lau**  
(Safeguarding Lead)

A copy of this place of worship's/organisation's policy can be seen at [www.wccchurch.org.uk](http://www.wccchurch.org.uk)

## **APPENDIX 2: Forms of Abuse**

In this Appendix, you will find the different definitions and types of abuse a child, young person or an adult at risk of harm may be subjected to.

Abuse may present in many forms. The following forms of abuse are named in the government guidance

'Working together to safeguard children' (2006). Definitions are based upon those given by the NSPCC (National Society for the prevention of cruelty to children). In each case the word 'child' could also relate to a young person or adult at risk of harm.

<b>Physical Abuse</b>	Physical abuse is when someone hurts or harms a child on purpose.
<b>Emotional Abuse</b>	Emotional, or psychological, abuse involves the continual emotional mistreatment of a child. Some level of emotional abuse is involved in all forms of abuse, though it may occur alone.
<b>Sexual Abuse</b>	Sexual abuse involves forcing or enticing a child to take part in sexual activities. Sexual abuse can happen in person or online.
<b>Neglect</b>	Neglect is the ongoing failure to meet a child's basic needs. It is the most common form of abuse but can sometimes be the most difficult to identify.
<b>Financial Abuse</b>	Financial abuse (or Material abuse) is the attempted or actual misappropriation or misuse of a person's money, property, benefits, or other assets, by means of intimidation, coercion, deception, or other ways to which the person does not or cannot consent to.
<b>Domestic Abuse</b>	Domestic abuse (or Domestic Violence) is any incident, or pattern of incidents, of controlling coercive or threatening behaviour, violence, or abuse by one adult against another where they are or have been intimate partners or family members.
<b>Self-Neglect</b>	Self-neglect is when an adult lives in a way that puts their own health, safety or well-being at risk.

<b>Modern Slavery</b>	Modern slavery (or Human Trafficking) is the recruitment, movement, and holding of a person by improper means, such as force, threat or deception, for the purposes of exploitation or abuse.
<b>Discriminatory Abuse</b>	Discriminatory abuse is when a person is treated unfairly, bullied, or abused because of a particular characteristic.
<b>Organisational Abuse</b>	Organisational abuse (or Institutional abuse) is when a person is abused or mistreated within an institution such as a care home or hospital, or by an organisation providing care in the person's own home.

## RECOGNISING ABUSE AND NEGLECT

### Signs and symptoms of abuse and neglect

The following behavioural signs may or may not be indications that abuse has taken place, but the possibility should be considered.

#### Physical signs of abuse

- Any injuries not consistent with the explanation given for them.
- Injuries which occur to the body in places which are not normally exposed to falls, rough games, etc.
- Injuries which have not received medical attention.
- Neglect – undernourishment, failure to grow, constant hunger, stealing or gorging food, untreated illnesses, inadequate care, etc.
- Reluctance to change for, or participate in, games or swimming.
- Repeated urinary infections or unexplained stomach pains.

#### Emotional signs of abuse

- Changes or regression in mood or behaviour, particularly where a child withdraws or becomes inappropriately clingy. Signs of depression/aggression, extreme anxiety.
- Nervousness, frozen watchfulness.
- Obsession or phobias.
- Sudden under-achievement or lack of concentration.
- Inappropriate relationships with peers and/or adults.
- Attention-seeking behaviour.
- Persistent tiredness.
- Running away, stealing, lying.

#### Signs of sexual abuse

- Any allegations made by a child concerning sexual abuse.
- Child with excessive preoccupation with sexual matters and detailed knowledge of adult sexual behaviour, or who regularly engages in age-inappropriate sexual play.
- Sexual activity through words, play or drawings.
- Child who is sexually provocative or seductive with adults.
- Inappropriate bed-sharing arrangements at home.
- Severe sleep disturbance with fears, phobias, vivid dreams, or nightmares, sometimes with overt or veiled sexual connotations.

- Eating disorders – anorexia, bulimia.

### **Signs of Neglect**

- Poor appearance or hygiene e.g. being smelly or dirty
- Living in an unsuitable home environment e.g. having no heating
- Inappropriate or inadequate clothing
- Signs of malnutrition or not being given enough food
- Having frequent and untreated medical issues or an accumulation of untaken medication.
- Body issues such as sores, skin complaints, poor muscle tone or prominent joints.
- Poor language or social skills
- Being left alone for a long time
- Being withdrawn, depressed or anxious
- Tiredness or finding it hard to concentrate or take part in activities
- Self-soothing behaviours such as drug or alcohol misuse and self-harm.
- Poor school attendance or performance

### **Signs of Domestic Abuse**

- Low self-esteem, attachment issues, depression, self-harm, and eating disorders.
- Signs of distress, tearfulness or anger
- Reluctance to be alone with a particular person
- Visible injuries and bruising.
- Injuries that don't match the explanation given.
- Unexplained falls
- Subdued or changed behaviour
- Changes in weight, being excessively under or overweight or malnourished.
- Signs of coercive control
- Feeling that the abuse is their fault when it is not
- Isolation – not seeing friends and family
- Limited access to money

### **Signs of Financial Abuse**

- Unusual financial activity such as making an unexpected change to a will, a sudden sale or transfer of a property, or unusual activity in a bank account.
- Sudden inclusion of additional names on a bank account or where a signature does not resemble the person's normal signature.
- Reluctance or anxiety by a person when discussing their finances.
- A substantial gift to a carer or other third party.
- A sudden interest by a relative or other third party in the welfare of the person.
- Bills remaining unpaid.
- Complaints that personal property is missing.
- Signs of coercive control or neglect.

### **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

#### **Signs of Modern Slavery**

- Signs of physical abuse or emotional abuse
- Signs of neglect
- Isolation from the community
- Seeming under the control or influence of others
- Lack of personal effects or identification documents
- Avoidance of eye contact, appearing frightened or hesitant to talk to strangers
- Fear of law enforcers

#### **Signs of Discriminatory Abuse**

- Low self-esteem, attachment issues, depression, self-harm, and eating disorders.
- Signs of distress, tearfulness, anger or anxiety
- The person appears withdrawn and isolated
- The support on offer does not take account of the person's individual needs in terms of a protected characteristic

#### **Signs of Organisational Abuse**

- Signs of neglect
- Inadequate staffing levels
- Poor standards of care
- Lack of adequate procedures
- Absence of visitors
- Few social, recreational and educational activities
- Unnecessary exposure during bathing or using the toilet
- Lack of management overview and support
- Signs of physical abuse or emotional abuse

#### **Signs of spiritual abuse**

Spiritual Abuse is not a separate category of abuse but is a form of psychological and emotional abuse. It is important when discussing such cases with statutory agencies to be clear that spiritual abuse is a form of psychological and emotional abuse within a religious context.