

Safeguarding Adults and Children Policy

Versions Control

Version	Update/Change	Date	Staff Member
1.0	Annual review; review of statement and purpose. Addition of governance processes. Addition of Safeguarding Flow Chart. Addition of Incident Reporting process and template form.	June 2023	██████
1.1	Update to Incident Reporting form and process. Addition of Anonymous Reporting process	November 2023	██████
1.2	Annual review Inclusion of Mental Capacity Inclusion of reporting to Charity Commission (Incident Reporting) Updated Board Safeguarding details Removal of Incident Reporting procedures from this policy. Now in standalone Incident Reporting Procedural Guidance document.	June 2024	██████
<u>V2.0</u>	<u>Annual review; restructured whole policy.</u>	<u>April 2025</u>	██████████

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Trigger Warning

This document contains discussions related to adult and child(ren) safeguarding, including but not limited to abuse, neglect, and other potentially distressing situations. If you feel uncomfortable or you are affected by these topics, please take care of yourself while reading this document. Please contact a manager for further support or resources if needed.

Purpose

Women who street sex work experience violence, exploitation, and stigma. They face many challenges including homelessness, substance use, mental health issues, and limited access to healthcare and support services.

The overall purpose of this policy is to protect the welfare of women using One25's services. Through our work, we will also have contact with other adults and children who may be at risk of abuse and harm. The policy outlines One25's commitment to protecting the rights and wellbeing of all adults and children, while creating a safe working environment for staff, volunteers and students.

One25 prioritises safety, empowerment, and collaboration in our safeguarding approach. This is underpinned by our organisation values of compassion, justice, and learning.

This policy will make clear the duties and responsibilities which are in place to safeguard and promote the welfare of adults and children. One25 will achieve the following objectives by executing our safeguarding duties:

- Creating a culture where adults and children are respected and their right to safety is upheld.

- Actively manage risk to mitigate circumstances where harm may be experienced.
- Work in partnership with other organisations to safeguard adults and children.

One25's safeguarding policy and activity is in accordance with:

[Care Act 2014](#)

[Children's Act 2004](#)

Community Care Act 2014

[Domestic Abuse Act 2021](#) [Mental Capacity Act 2005](#)

[Sexual Offences Act 2003](#)

[Working Together to Safeguard Children 2023](#)

This policy and supporting guidance will be reviewed every two years, or where there is a change in the related legislation or when a major incident occurs.

This policy should be read in conjunction with the following policies:

- [Health and Safety Policy](#)
- [Whistleblowing Policy](#)
- [Employee Handbook](#)
- [Volunteer Policy](#)
- [Equality and Diversity Policy](#)
- [Boundaries Policy](#)
- [Data Protection Policy](#)
- [Lone Working Policy](#)
- [Incident Reporting Procedural Guidance](#)

Scope

This policy applies to all who are employed or volunteer within One25, to ensure that all are clear about their role, responsibility and expectations in responding to safeguarding concerns for adults and/or children.

All at One25 have a duty to safeguard adults and children, which includes a duty to recognise, respond to and report concerns about possible/actual abuse or harm. Our duty to safeguard does not happen in isolation; all at One25 will be supported to make decisions as to how to proceed in a way that is in the best interests and safety of adults and children.

This policy must be followed alongside local multi-agency procedures and protocols set out by [Keeping Bristol Safe Partnership](#).

One25's Safeguarding framework

One25 believe in a world where all women are safe, feel loved and thrive. One25 strive to provide a trauma informed support to protect individuals from harm and abuse. This

support focuses on managing and reducing risk as well as providing appropriate care that improves wellbeing.

Safeguarding is everyone's responsibility, and all staff and volunteers have a role to play in protecting individuals at risk. One25's safeguarding principles link directly to the organisation's values.

Compassion

- We care for all adults and children at risk of abuse or harm.
- We empower individuals to make informed choices about their own lives.
- We respond appropriately to the level of risk and strive for interventions that are least intrusive.

Justice

- We take preventative action to reduce the risk of abuse and neglect.
- We respect women's voices to be heard and valued.
- We work in partnership with others to promote safety and wellbeing.

Learning

- We are transparent in our practices and accountable for our decision making.
- We have a culture of reflection.
- We regularly review our practices and response to safeguarding.

One25 follow the '5 R's' within its safeguarding practice. This is an easy to remember process for keeping individuals safe. This process is clearly displayed in One25's office space to support staff to refer to this process when working at One25.

Recognise

- All staff and volunteers can identify signs and indicators of potential harm, abuse or neglect.
- All staff involved in the care of women are trained to recognise various forms of abuse (see Appendix 1).

Respond

- Staff can identify necessary steps to ensure the safety and wellbeing of the individual at risk.
- This may be direct support, removing them from a harm or contacting relevant authorities.
- Offer reassurance and explain the process to the individual.
- Seek support from management or designated leads. Where there is immediate risk of harm, contact emergency services.

Report

- Suspected or witnessed harm or abuse is reported to relevant managers and appropriate authorities.
- This may include contacting local safeguarding teams, child protection or the police.
- Reports are timely and information is communicated effectively and accurately.

Record

- All records are accurate and well maintained, detailing the concern and rationale for action taken.
- Privacy and confidentiality is maintained and adheres to GDPR guidelines. Please keep in mind that records could be used in legal proceedings.

Review

- Safeguarding practice is regularly reviewed to ensure it is effective.
- This includes regular reviews and audits as well as planned training sessions to ensure staff understand their responsibilities.

Child Protection

One25 are committed to promoting the safety and wellbeing of all children and ensuring that appropriate action is taken if concerns arise. While One25 primarily works with adults, we recognise that our staff and volunteers, may have contact with children and young people (under 18 years of age) through the work of our services. This could happen in instances where a women using One25 services has reported a risk to a child, or where One25 staff or volunteers suspect or witness a child(ren) being abused

through sexual exploitation in the community. Child protection concerns and risks may also arise in the circumstances where women we support are pregnant, or may have children in their care.

Safeguarding children is defined in this policy as:

- Protecting children from abuse or maltreatment
- Preventing abuse that would impair a child's health or development;
- Ensuring children live in circumstances which are safe and provide effective care;
- Take action to enable children to have the best outcome.

Staff must be vigilant to any risk related to children. Where One25 receive information or have a professional concern about the welfare of a child who is at risk of immediate harm, this should be reported to the Designated Safeguarding Lead and reported to local Child Protection agencies and Police immediately. This may occur where we receive a description of a child who is seen to be approached by males or getting into cars on the beat area.

In instances where there is minimal information available which is insufficient for a safeguarding referral, this must be recorded and the Sex Work Liaison Team and Nightlight Team updated for further follow up or to gain further intel that would support a referral.

In addition to Child Protection arrangements, One25 staff will work within the Early Help approach to effectively support children in need, as early as possible and before crisis arises. Where One25 staff feel that further support is needed, First Response should be contacted.

In the cases of a parent or carer disclosing a concern, it is best practice to support them to report their concerns to local safeguarding themselves. If the child is in danger, this should be actioned immediately by the staff member. It is the responsibility of One25 staff to make the parent or carer aware of our duty to report child protection issues where harm or illegal activity is involved.

Unborn children are included in the definition of children (as per the Children's Act) and interventions to support their future wellbeing is a part of One25 safeguarding practice. This may include pre-birth planning meetings where there are current concerns about the welfare of the unborn child.

Please follow the 5 R's on Page 4 in relation to reporting and responding to concerns relating to children.

If there are concerns relating to suspected or actual significant risk of harm to a child(ren) confidentiality cannot be guaranteed. Upon assessment, if it is safe to do so it can be helpful to the therapeutic relationship to explain why you are concerned and

what steps need to be taken to safeguard the child(ren). In some cases, sharing that a safeguarding report to Children's Social Care and/or the Police may result in the escalation of immediate risk to the child(ren).

Management of Safeguarding Practice

Audits

One25 have internal audit processes in place to assess our performance against our safeguarding practice. This enables continuous learning and improvement in our support work and makes recommendations for other supporting policies and procedures.

The Board's Safeguarding Lead will conduct a review of One25's safeguarding policy every 2 years for further critique and recommendations to improve practice.

Safer Recruitment

Recruitment for all roles is in line with [One25's Recruitment Policy](#). This includes the provisions of two professional referees and an Enhanced DBS check being completed prior to starting with One25.

Existing staff and volunteers DBS checks will be redone at least every three years. Where there is a delay in DBS checks being received in time, an individual risk assessment will be completed by the relevant manager and a review process put in place to manage any known risk.

All hiring managers are trained in Safer Recruitment.

All One25 staff sign [One25's Core Behaviour Framework](#) as part of their induction which outlines One25's requirements around staff behaviours.

Induction and Training

All new staff and volunteers are expected to complete Safeguarding Adults and Children training within their six-month probationary period. This training must be completed again every three years to ensure relevant knowledge is up to date. This will need to be completed before a probation period can be signed off.

All new staff will also meet with the Designation Safeguarding Lead within their probationary period, so an overview of safeguarding practice and procedures is provided alongside the policy and mandatory training. This must be signed as completed on Rise before the completion of their probationary period.

All completed training must be updated and uploaded to a staff members Rise profile for training to be logged and managed.

All staff and volunteers are expected to attend additional training courses relating to safeguarding as identified and agreed with their manager.

It is the responsibility of the individual and line manager to ensure mandatory training is completed. The Volunteer Manager is responsible for ensuring that all volunteers have

completed safeguarding training as part of their induction to their role and regularly attend relevant training. Where this is not completed, their volunteer activity may be paused until completed.

Wider training courses relating to safeguarding will be provided to staff and volunteers, including Child Exploitation, Domestic Abuse, Sexual Violence, Drug and Alcohol Awareness and Trauma Informed Practice. This training will be mapped for delivery throughout the year and will be scheduled based on maintain the knowledge of the team and in response to heightened risks captured within One25's incident reporting procedure. Individual training will be scheduled where there is an identified need in agreement with their manager.

Frontline team meetings will have a standing Safeguarding agenda item and is an opportunity to discuss a specific case, identify themes of concern, provide updates on processes or celebrate best practice.

Any training gaps or development needs can also be discussed through annual appraisals and monthly supervisions with line managers.

Supervision

One25 recognise the traumatic nature of safeguarding adults and children. Any safeguarding concerns or activity should be discussed and recorded within line management supervision or case reviews. Discussions outside of these spaces should be recorded on the relevant client record on One25's case management system.

One25 provide direct line management supervision to all staff. In addition, all staff attend reflective practice. Providing reflective practice to all staff is aligned with One25's Trauma Informed principles and support us to develop connections, provide space to learn and challenge our thinking and actions.

External supervision is also provided to all frontline staff each month as additional space to reflect on the impact of their work. This can be crucial in emotionally demanding roles and is strongly recommended for those who work directly with women. This provides extra space to have emotional support, encourage critical thinking, develop professionally and gain further perspective from someone not connected to One25. Additional external supervision can be offered by management during times of high stress such as a death of a woman using services.

Managing risk

The risk experienced by women who street sex work is traumatic and violent. One25 are responsive to this risk within our services. Each service has an active risk assessment which is reviewed annually or following a significant incident or change of service.

One25 have effective procedures in place to assess, respond to and manage risk. Procedures are in place to report on safeguarding concerns and responses, systems are designed to effectively record the details of concerns and actions, as well as track

significant incidents. All information to manage risk is held centrally on One25's case management system.

Reporting processes enable learning to be identified and shared and revisions made to policies and procedures where necessary.

Responding to the death of a woman

Unfortunately, it is a real risk that women we support may pass away while we are supporting them. This reality is shared with all staff as part of their induction into the organisation.

One25 may be notified by a partner agency of a death or hear it from other women. Once we are notified, our first step is to confirm the death with the Police.

Once confirmation is received, we first notify any staff who know the woman as soon as possible. The Senior Management Team will also be notified of this. We ask team members to avoid sending any e-mails about the death before the teams have been notified and that it has been confirmed.

Following this, confirmation is then sent to the Chair, Vice Chair and Safeguarding lead on the Board and the wider staff team. We also make efforts to notify any external professionals who may have known the woman.

Occasionally we will have contact with the families of the women. Where we have contact with a woman's family, we would not provide information about the support offered at One25 due to the sensitivity of our work. If we are directly asked by the family, we would offer to meet with them if deemed appropriate by the Operations Manager.

Within four weeks, a case review is completed to identify learning with all staff members involved in a women's support. Further information about the process of the complex case reviews is held in the [Frontline Toolkit](#).

Safeguarding Records

Well maintained records are essential where there is suspected abuse or harm to adults or children. One25 have clear policies in place in relation to [data protection](#).

When recording safeguarding concerns, it's essential to document clearly, accurately, and promptly. This helps ensure the safety of the individual at risk and provides a reliable record for further action. The following should be recorded:

- Basic detail; date and time of the disclosure or incident, name and details of the person at risk and who is reporting the concern.
- Description of the concern; what has been observed or disclosed, physical signs observed, what was said and who said it, where and when it occurred.
- Any other people involved, including any personal details known.

- Action that has been taken; steps to protect the individual, who has been informed and if it has been reported.
- Supporting evidence; including any physical evidence held, reference to risk assessments

! Important Principles

- **Use clear, factual language;** avoid assumptions or personal opinions
- **Capture** the individuals wants and needs
- **Share** only with relevant professionals
- **Do not investigate:** just record and report

Staff and volunteers are clear about what information can be shared with people outside of One25 and are clear under what circumstances that confidentiality will be broken in relation to safeguarding concerns.

All case file records are regularly audited to ensure quality in One25's record keeping and to provide an opportunity for learning, improvement and sharing best practice. This is regularly completed by managers, with feedback on all audits provided to staff members.

Roles and responsibilities

One25's **Board of Trustees** supports One25 to adhere to requirements set out in this policy.

- Trustees have a duty of care to take necessary steps to safeguard adults and children.
- Ensure One25's safeguarding policies are effective.
- Promote the safeguarding culture within the charity.
- Support a culture of learning from any serious incidents.

The **CEO** and **Senior Management Team** are responsible for the management of safeguarding issues and serious incidents connected to One25. One25 have a responsibility to contribute to Adult Case Reviews and implement resulting recommendations.

The Operations Manager is responsible to the CEO for safeguarding across One25 services. As the Designated Safeguarding Lead (DSL), the Operations Manager will work in line with national guidance and legislation. The DSL is supported by Service Managers as Deputy Safeguarding Leads.

The DSL will report to the Board on organisational performance in relation to safeguarding each quarter. The DSL is supported by the Board's Safeguarding Lead and accountable to the Chair of Trustees.

Designated Safeguarding Lead (DSL):

[REDACTED]

Deputy Safeguarding Lead (Deputy DSL):

[REDACTED]

Board of Trustees

[REDACTED]

Line managers are responsible for ensuring that safeguarding concerns are shared and acted upon in accordance with this policy. Line managers are responsible for ensuring that all required training is completed as part of staff probation periods and onward development. They are responsible for ensuring that staff and volunteers know who to contact and how to raise a safeguarding concern as well as providing onward support as concerns are reported.

Staff and volunteers are responsible for ensuring that they comply with One25's safeguarding policy and they know how to raise a concern and who they need to contact. They are responsible for attending and completing all mandatory and specialist training provided by One25. They must be familiar with local safeguarding pathways to respond to and mitigate risk of abuse and harm.

Procedures

Line managers are to ensure that all staff and volunteers are aware of this policy and procedures to uphold One25's commitment to safeguarding.

Management should ensure that local contact numbers and escalation processes are accessible and visible for staff and volunteers. This is visible on notice boards in the case work office, communal notice boards and within the 140 Kitchen where volunteers prepare for their shifts. This is a quick to reference guide and includes local authority referral processes and contact details for duty teams and well as the Local Authority Designated Officer (LADO).

One25's Core Behaviours and Employee Handbook outline what is expected of all staff members at One25. Both documents assist staff and volunteers with knowledge on how to raise concerns about performance or conduct as well as [One25's Whistleblowing Policy](#).

One25 staff and volunteers are exposed to high-risk experiences through our support of women who street sex work. It is vital that professional boundaries are upheld and maintained. Further detail can be found in [One25's Boundaries Policy](#). This must be covered in all staff and volunteer inductions and supported by Managing Boundaries training.

We understand that boundaries can be challenged or blurred. Line Managers will provide space through supervision to reflect on instances where this happens and are responsible for challenging any activity where One25's expectations are not upheld.

We understand the impact that can come from being able to connect with an individual through a shared experience. It is not an expectation or general way of working to disclose any shared lived experience with women using One25 services. There may be occasions where self-disclosure is appropriate, but professional judgement must be exercised and agreed with a manager in advance.

Responding to safeguarding concerns relating to staff, volunteers and women using One25 services

Where you have witnessed abuse or harm, or an adult or child discloses information to you about abuse or harm (actual or threatened), or professional boundaries that have not been maintained by One25 staff or volunteers, this must be reported to One25's Designated Safeguarding Lead immediately.

It is not the role of staff or volunteers to investigate any concerns. This must be passed to management to action in accordance with One25's Employee Handbook. All concerns will be reviewed by management with 24 hours of a report being made. If for any reason an individual feels unable to raise this with management, the [Whistleblowing Policy](#) can be followed.

Upon receiving this information, the immediate wellbeing of the individual or child must be prioritised. If a crime has been committed, the Police and Local Authority and LADO will be contacted within 24 hours.

A risk assessment will be completed to decide whether the staff member or volunteer can safely remain within their role or whether One25 would suspend them from their role. Any decisions must be confirmed in writing. With any suspension, the staff member will then be subject to One25's Disciplinary procedures outlined in the Employee Handbook.

If the accused member of staff tenders their resignation or ceases to provide their services, the allegation must continue to be investigated in accordance with the procedures.

Safeguarding Concerns Raised Against Women Using Services

One25 acknowledge the complexity of safeguarding where women using services may potentially pose a risk to others. There may be occasions where women using One25 services cause harm or present a safeguarding risk to their peers, children, staff, volunteers, or members of the wider community.

This policy section outlines the procedures and principles to be followed when safeguarding concerns are raised **about** women who are accessing One25 services.

This applies to any behaviour that may constitute:

- Physical, emotional, or sexual abuse
- Criminal or sexual exploitation of others
- Violence or threats of harm
- Neglect or abuse of children or vulnerable adults
- Coercive, controlling, or abusive behaviours
- Involvement in grooming or recruitment into harmful activities.

Where information is received which suggest women may pose a risk to others, staff members should take the following steps:

- **Risk Assessment**
Any information suggesting a woman using services may pose a risk should result in a new or updated risk assessment capturing this risk. (link to risk management protocol). A client alert can also be placed on their Inform record alerting staff to this risk.
- **Internal Reporting**
The concern must be promptly reported to a Designated Safeguarding Lead (DSL) or a member of the management team, in accordance with One25's safeguarding reporting structure.
- **Multi-Agency Response**
When a threshold for external referral is met, the DSL or relevant lead will liaise with statutory safeguarding partners, including police, children's services, or adult social care as appropriate.
- **Protective Actions**
Where needed, protective measures will be taken to ensure the safety of those at risk, including:
 - Adjustments to access or service arrangements
 - Safety planning with affected individuals
 - Liaison with other agencies supporting individuals involved
- **Support for All Parties**
 - The individual(s) potentially harmed will be offered support and safeguarding guidance.
 - The woman who is the subject of the concern will be engaged using a trauma-informed approach, ensuring fairness and dignity.
- **Review of Service Access**
Service access for the individual may be reviewed or adapted based on the nature and severity of the concern, always seeking to balance safety with support and inclusion.

Reporting to the Charity Commission

Where it is deemed that a serious incident has occurred, consideration should be given as to whether this needs to be reported to the Charity Commission. Any decisions to do so should be made with input from the Board.

A serious incident is an adverse event, whether actual or alleged, which results in or risks significant:

- Harm to your charity's beneficiaries, staff, volunteers, or others who are connected to One25's work.
- Loss of your charity's money or assets.
- Damage to your charity's property
- Harm to your charity's work or reputation

The responsibility for reporting serious incidents rests with the charity's trustees, but this may be delegated to an employee where appropriate.

Please see <https://www.gov.uk/guidance/how-to-report-a-serious-incident-in-your-charity> for more information.

Information sharing and consent

Whilst the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act 2018 places duties on organisations and individuals to process personal information fairly and lawfully, it is not a barrier to sharing information where there is an immediate threat to the wellbeing of an adult or child. Failure to do disclose or report information may result in a child or adult at risk being placed at risk of harm.

We are committed to respecting the privacy and confidentiality of all individuals, especially those involved in safeguarding concerns. Information will only be shared on a **need-to-know basis** and in line with legal and regulatory requirements.

While we strive to maintain confidentiality, it cannot be guaranteed in safeguarding situations where:

- A person is at risk of significant harm
- A crime has been committed or is suspected
- There is a legal obligation to report (e.g., to the police, social care, or other relevant agencies)

Fears about sharing information **cannot** be allowed to stand in the way of the need to promote the welfare and protect the safety of children/adults; if unsure, staff should contact the DSL or the Data Protection Officer to discuss.

Information will be shared:

- Only with individuals or agencies who need to know in order to protect the person at risk
- In accordance with data protection laws (e.g., UK GDPR, if applicable)
- With clear records of when, what, and why information was shared

Appendix

1. Definitions

- **A Child/Young person:** Anyone up to their 18th birthday.
- **Safeguarding children** is defined as:

Safeguarding children is defined in Working Together to Safeguard Children (2018) as:

- protecting children from maltreatment.
- preventing impairment of children's health or development.
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- and taking action to enable all children to have the best outcomes.
- **Child Protection** refers to the situation where a child is suffering significant harm, or is likely to do so, and action is required to protect that child.
- **Adult Safeguarding**

Safeguarding adults at risk means protecting their right to live in safety and free from abuse and neglect.

An Adult at Risk is defined as a person aged 18 or over who:

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

(Care Act 2014)

An adult at risk of abuse may:

1. have an illness affecting their mental or physical health,
2. have a learning disability,
3. suffer from drug or alcohol problems,
4. be frail.

2. Types of Abuse

This safeguarding policy relates to the following types of abuse.

Physical; this may include assault, hitting, punching, burning, use of punishment, use of restraint, misuse of medication, forcibly/withholding food, restricting movement.

Sexual; this may include rape, attempted rape, sexual assault, any sexual activity where the person lacks capacity to consent, forced use of pornography, indecent exposure

Psychological; this may include enforced isolation, preventing someone meeting their cultural needs, prevent expression of opinion, intimidation, coercion, harassment, use of threats, infantilising, cyber bullying.

Financial; this may include theft, fraud, scams, preventing access to own finance, deny assistance to access benefits, misuse of personal allowance.

Neglect and Acts of Omission (including Self Neglect); this may include failure to allow access to food, shelter, heating, providing care in a way the person dislikes, refuse

access to visitors, refusing access to cultural or religious needs, failure to respect privacy, lack of self-care that threatens own safety, neglecting personal hygiene, unable to seek or access services.

Institutional/Organisational; this may include discouraging visits or involvement from support network, run down facilities, rigid regimes, lack of supervision, insufficient staffing, inappropriate use of restraints, lack of respect for dignity and privacy, failure to respond to complaints.

Modern Slavery; this may include human trafficking, forced labour, domestic servitude, criminal exploitation, sexual exploitation, organ harvesting. Please see the following link to identify and report suspected modern slavery

<https://www.gov.uk/government/collections/modern-slavery>

Domestic violence: this can be characterised by any of the indicators outlined in relation to physical, psychological, sexual, financial, and emotional abuse.

Discriminatory; this may include unequal treatment based on protected characteristics, verbal abuse or derogatory remarks.

In addition to the above, the following are also particularly relevant for One25's work:

Child Sexual Exploitation/Abuse (CSE or CSA); occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur using technology.

Grooming; when someone builds a relationship, trust and emotional connection with a person so they can manipulate, exploit and abuse them. People who are groomed can be sexually abused, exploited or trafficked. Anybody can be a groomer, no matter their age, gender or race. Grooming can take place over a short or long period of time – from weeks to years. Groomers may also build a relationship with the person's family or friends to make them seem trustworthy or authoritative.

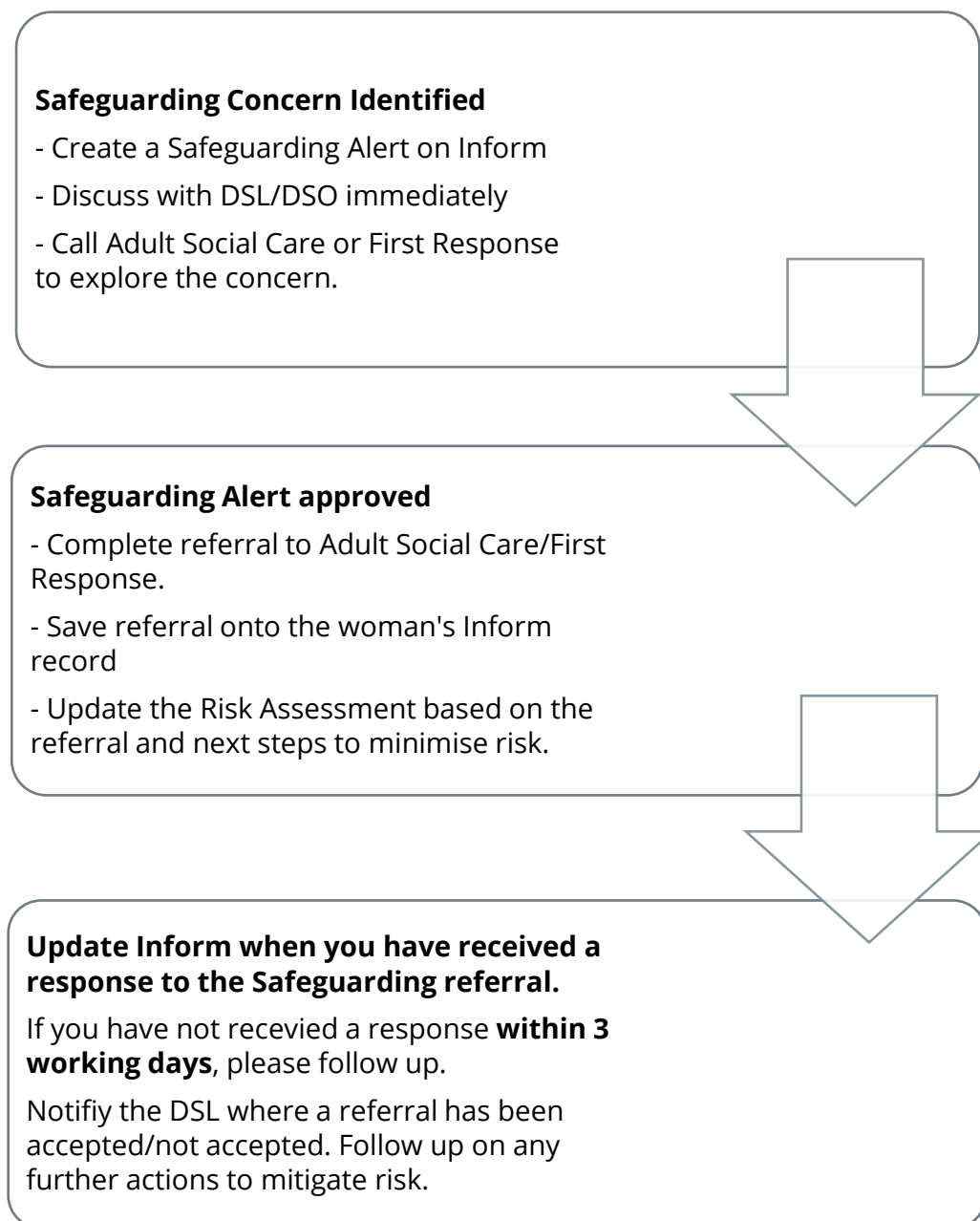
Forced Marriage; is not the same as an arranged marriage, as it involves coercion and force as opposed to a marriage based on free choice. It affects both males and females.

Honour Based Violence (HBV); encompasses incidents or crimes which have been committed to protect or defend the honour of the family and/or the community, including female genital mutilation (FGM), forced marriage, and practices such as breast ironing.

Cuckooing: a form of crime, termed by the police, in which drug dealers take over the home of a vulnerable person to use it for criminal activity, often as a base for county lines.

Trafficking: Human trafficking involves the recruitment or movement of people for exploitation by the use of threat, force, fraud, or the abuse of vulnerability. This can occur across international borders but can occur within a country, and includes movements from house to house.

3. Internal Flow Chart and Contact Details



	Contact	Out of Hours
First Response (Children's Safeguarding)	https://www.bristol.gov.uk/social-care-health/first-response-referral 0117 9036444	01454 615 165
Care Direct (Adult Safeguarding)	https://www.bristol.gov.uk/social-care-health/report-suspected-abuse-safeguarding-adults-at-risk 0117 9222700	01454 615 165
Mental Health services	Mental Health emergency: 999 Mental health triage service: 0117 9195670	24 hr line: 0300 555 0334
LADO	LADO@bristol.gov.uk 0117 9037795	N/A