

Salford Safeguarding Children Board

Salford Child Sexual Exploitation (CSE) Operational Handbook

Salford's CSE operational handbook has been completed to reflect the current multi agency and community practice within Salford Local Authority regarding the identification, assessment and intervention of CSE, in accordance with Greater Manchester's CSE Policy. It aims to support practitioners, individuals and the community in effectively tackling CSE within Salford when considering and exploring Child Sexual Exploitation concerns and referrals.

The Handbook is also intended to assist professionals in the risk assessment and decision-making process leading to consideration of any legal application for a CSE Injunction.

The Handbook has been devised in co-operation with members of the SSCB CSE and sexual abuse sub group members.

The aim of the Handbook is to ensure that:

1. The identification and management of CSE and sexual abuse concerns are effectively addressed in all areas of multi agency practice and at all thresholds.
2. The information sharing between missing from home and CSE concerns is effectively shared and coordinated.
3. That the individuals (including family members and where appropriate the young person) forming the CSE multi agency meetings understand their role within the CSE prevention and disruption process.
4. That the identification, assessment and intervention of CSE is systemic and has a strong and consistent focus upon the role of the immediate and wider family.
5. Legal disruption meetings are considered to support the most appropriate application being made in terms of legal remedy.

6. Any legal applications are issued on the basis of relevant evidence and that any applications made identify all the correct details and individuals.
7. Issues of confidentiality and sensitivity of evidence are properly considered as between the local authority and GMP at the earliest possible juncture and an on-going review is established.

Salford CSE Pathway

Please refer to Appendix one- Salford CSE pathway.

The Bridge is Salford City Councils multi agency hub Partnership. The Bridge screens all contacts concerning the welfare or safety of a child to children's services. Children's Early Intervention and Prevention services, Greater Manchester Police, Health Agencies and the Environment and Community Safety service are partners within the bridge. Other agencies, including Mental Health, will be joining the partnership in the future.

The Bridge Partnership can be contacted by telephone on 0161 603 4500. All enquiries concerning the welfare or safety of a child must go through Bridge Partnership via the online referral form-

<http://www.salford.gov.uk/children-and-families/safeguarding-children/worried-about-a-child/>

If any agency or individual has concerns regarding CSE or sexual abuse, they should contact the Bridge Partnership in the first instance, unless an emergency response is required, in which case 999 should be called.

Phoenix Salford is a multi- agency team that delivers a victim centered response to CSE by providing an initial duty and assessment service for CSE cases that meet their threshold. Phoenix Salford provide joint police and social worker visits to all relevant young people. The threshold for advice and/or ownership by the Phoenix team is outlined in the team's terms of reference.

Within the Phoenix team there are workers who will meet with parents and carers and separately, the young person to increase their understanding of CSE.

The Phoenix team receives daily information from the Police regarding missing from home and CSE concerns, this information is reviewed daily and communication takes place with **the Bridge** to ensure information is effectively shared and young people and their families are supported appropriately, at the correct threshold.

The Phoenix team works to a specific model to ensure all available options to address any CSE concern are undertaken - from education through to proactively tackling offenders. They work closely with Local Authority missing from home and LAC teams to raise awareness and understanding of CSE risk and prevention opportunities.

Any non-urgent enquiries can be made to the Phoenix team via the email address - SalfordCSH@gmp.police.uk - or by calling 101.

There are some clear correlations between CSE / sexualised offending and members of Organised Crime Groups (OCG). It is imperative as a division that every opportunity to disrupt and dismantle OCG's that are involved in criminality of this nature. Therefore, Phoenix and Project Gulf work closely to understand and address CSE / sexualised offending on the Salford division.

Salford's Missing from Home (MFH) Team has been operating since January 2015. It is a joint initiative between the Police and Children Services.

The team is made up of one project manager, two full time members of staff from children services, one police officer and a consistent pool of sessional workers from different agencies covering shifts.

The MFH team provide independent, face-to-face support for children and young people up to the age of 18yrs who have been reported missing either from home, care or education. When a young person is reported missing the police will attempt to conduct a 'safe and well check'. This information is then passed on to the MFH team who will then contact the child/young person and their primary carer/s within 72hours to arrange a 'Return Interview'. The aim of the Return Interview is to provide a 'listening ear' to the child/young person to give them the space and opportunity to talk about the missing episode and risk assess the situation.

The MFH team engage with the child/young person to identify solutions to the drivers which led to the missing episode/s and in some cases this will be managed through a one off intervention.

The MFH team will refer to other agencies such as the Children Society / Youth Service or the Early Intervention and Prevention Service, ensuring the appropriate assessment and intervention takes place.

The MFH team aims to effectively disrupt missing episodes and concerns of CSE. This is achieved through weekly MFH meetings, whereby all information regarding children and young people missing in Salford is shared and discussed. The Police, Phoenix, health, social workers and the EIP service attend this meeting to ensure effective information sharing and robust disruption plans are in place-ensuring concerns of CSE are identified

Monthly police MFH intelligence meeting take place to consider those young people who are frequently going missing and whereby additional vulnerabilities and complexities maybe present, such as association with criminal activity and gangs.

The Family Assessment can be used by any practitioner that has completed the mandatory 'team around the family' (TAF) process course. It should be started when a child or young person has identified unmet needs and additional support from targeted services is needed.

If there are any concerns related to CSE, practitioners should contact the Bridge who will offer advice regarding the next steps and will advice if the progression of a Family Assessment is appropriate.

Salford Children's services provide Family Assessment coordinators who are trained in the identification and assessment of CSE and can support practitioners regarding

identifying CSE risk factors and ensuring family assessment and Team Around the Family Meetings robustly review risk factors and therefore can support effective interventions and referral to the Bridge where needed.

Family Assessment forms can be accessed via Salford's online referral page-<https://www.salford.gov.uk/secureupload>

Early Intervention and Prevention Service will undertake assessments and CSE safety planning at an Early Help (bullseye), Family Assessment or CAFAS threshold. EIP can support the step down of cases from Children's Social Care when there has been a recent Children and Family Assessment (CAFAS), which informs the role of the EIP service.

The allocated EIP Family Support Worker will consult with Phoenix, ensure there is an appropriate CSE assessment undertaken and apply the CSE Risk Screening Tool. If CSE concerns are evidenced and/or concerns escalate, EIP will refer back to the Bridge.

The Family Support Worker will formulate a CSE safety plan with the young person and the primary carer/s. The CSE safety plan will be reviewed regularly alongside the multi agency plan.

The EIP Family Support Worker can undertake direct work with the young people and primary carer/s using such tools as The Banardo's Real Love Rocks Resource, BWISE2 Sexual Exploitation and Friend or Foe resource packs.

If the case is then referred to Children's Social Care, the Family Support Worker will continue to complete the safety plan, offering consistency.

The Outreach/Families on Track Family Support Service should be referred to for all cases where there is a risk or evidence of CSE and is allocated to a social worker. The case will be allocated a Family On Track Family Support Worker within 5 working days.

The Family on Track Worker alongside the social worker will formulate a CSE safety plan with the young person and primary carer/s. The FOT Family Support Worker can undertake direct work with the young person and their primary carer/s in accordance with the devised safety plan using such tools as The Banardo's Real Love Rocks Resource, BWISE2 Sexual Exploitation and Friend or Foe resource packs.

The Family on Track Panel is a fortnightly multi agency panel, social care and other professionals attend the panel if there are concerns regarding potential family breakdown and in order to support the safe return home for young people who are not currently residing with their primary carer (from 10yrs up to the age of 18).

The Panel will also consider care planning following an emergency admission to care, ensuring sufficient resource allocation to enable a timely reunification where appropriate. In relation to CSE, all cases where there is a risk of CSE and risk of family breakdown should be presented to panel by the allocated social worker. The panel will review or help to formulate the CSE safety plan if one is not already in place and provide a timely multi agency response. If the child is at imminent risk of becoming accommodated or has been accommodated, an emergency panel can be convened.

Young Persons Plan (YPP)

The YPP can be applied to young people of the age of 14 and above. The YPP aims to provide a multi agency response to cases whereby CSE and sexual abuse is a concern. The YPP complements existing safeguarding pathways and has equivalence in threshold to the Child Protection Plan.

A multi agency meeting and Child Sexual Exploitation Strategy meeting can make a recommendation for a YPP. A request for a YPP can also be made by the social worker following the completion of a children and family assessment. Whichever route consultation should take place with a Child Protection Coordinator for all cases whereby the YPP is being considered.

Telephone: 0161 603 04350

CSE Assessment tools

Please refer to Appendix 2 for Salford's one-minute guide to CSE.

Please refer to Appendix 3 for Salford's CSE Screening Tool.

Please refer to Appendix 4 for Salford's CSE Family Safety Plan.

CSE Services

VOCAL is Salford's voluntary and community organisation. VOCAL are represented on the CSE steering group and promote CSE awareness within their regular VOCAL forums, promoting the engagement of organisations in CSE training, identification and awareness. Any voluntary/community organisation can contact Wendy Priscott for more information regarding Salford's CSE strategy, equally professionals from any agency can contact Wendy to explore what community resources are available to support CSE assessment and interventions for children and young people in Salford.

Wendy.priscott@princes-trust.org.uk Tel: 07930 968218

The Integrated Youth Support Service (IYSS) takes referrals at all thresholds and will liaise with the Bridge and Phoenix Salford where CSE is a concern.

Youth workers have access to and training on a range of interventions around healthy relationships including programmes of work specifically addressing CSE and can deliver these as one to one interventions or to targeted groups.

The Respect programme is offered to Yrs 5 and 6, it promotes equality in relationships and protects against exploitation.

A range of preventative programmes around healthy relationships can be offered to secondary schools. These include the 'Real Love Rocks' resource which specifically addresses CSE. These can be delivered as PSHE sessions universally, or be targeted at young people at greater risk of CSE. Bespoke programmes can be developed and delivered to meet the specific needs of groups of young people in a range of settings.

The youth service facilitates a range of specialist groups such as a girls group

working with young women specifically referred because of concerns about CSE. The LGBT group provides support for young people in same sex relationships and this is also a forum where we raise awareness about CSE and promote healthy relationships.

The IYSS can be contacted on: Telephone: 0161 778 0700

Email: youth.services@salford.gov.uk

For activities and events, visit the [wuu2 website](#)

Education. Schools in Salford have CSE training within their Whole School Safeguarding training, which includes information on the warning signs, vulnerabilities, models, children at risk and impact of child sexual exploitation. This is also included in the training for New Starters so new members of staff starting in the schools also receive this training. Designated safeguarding person in 80% of schools in Salford attended the Real Love Rocks Train the Trainer and received the resource to take back to their schools which can be used in PSHE sessions, on a one to one basis or with small groups.

Salford Royal Foundation Trust (SRFT) staff who work predominately with children, young people and parents where there may be safeguarding concerns receive CSE training, enabling them to recognise and respond where there are concerns.

SRFT has a well-established safeguarding children and adult team who offer consultation support and advice to staff who work in the community and in the acute hospital setting. The team provide safeguarding training to staff in accordance with the SRFT training strategy. SRFT are also offer safeguarding supervision in accordance with the supervision policy.

SRFT has a Lead nurse for Looked after Children (LAC) who is also the identified lead for CSE for the organisation. There is a specialist nurse for LAC who attends all MFH meetings and provides interventions as appropriate as part of the multi-agency response to CSE.

For children who have increased vulnerabilities there are the following health resources:

- Most secondary schools within Salford have access to a school nurse drop in where children can access confidential advice and support regarding all aspects of physical and emotional health, including advice on sexual health and healthy relationships.
- Identified school nurses for pupil referral units (PRU) and also Newpark high school who liaise and work in partnership with education staff and undertake health assessments for the children who attend these facilities.
- A school nurse for children with who attend special schools with a range of physical, emotional and learning difficulties.
- A vulnerable young person's team (VYPT) who work with school leavers, NEET, YOS, LAC, those not receiving health care from any other agency.
- A family liaison nurse based in the VYPT who picks up all attendances at PANDA and Emergency Unit (EU) within SRFT whose role is to ensure that

services receive information regarding the attendance and flag up any concerns to the SRFT safeguarding team.

- Trained staff within PANDA and EU who have received safeguarding training at level 3 and are supported by a specialist safeguarding nurse who is based within the hospital and also attends Bridge meetings.
- Trained health visitors who provide services for vulnerable young people who are also parents.
- A Family Nurse Partnership (FNP) Team who work intensively with vulnerable young parents and have accessed training on CSE.

NHS Salford Clinical Commissioning Group

The NHS Salford Clinical Commissioning Group is responsible for commissioning healthcare services for the people of Salford. The CCG commissions and ensures the delivery of high quality health services to enable our population to live longer healthier lives with the aims of;

- Prevent ill health
- Reduce health inequalities
- Improve healthcare quality (safety, experience, and effectiveness)
- Improve health and wellbeing outcomes

Salford CCG has a Designated Nurse for Safeguarding Children and Looked After Children who is responsible for ensuring that the CCG meets its statutory responsibilities for safeguarding children and looked after children. This includes clinical expertise and leadership across commissioned services and providers of health care to continually improve our work to protect vulnerable children in Salford.

There are two Specialist Nurses Safeguarding Children who work in collaboration with the Designated Professionals to provide support and specialist safeguarding advice to GPs and Primary Care Staff. They also assist in improving clinical standards, performance and outcomes for vulnerable children inclusive of Primary Care.

The NHS Salford CCG Salford Standard for Primary Care 2016/2017 defines expected safeguarding standards for Primary Care within Salford. The GP Safeguarding Lead within each GP practice will complete training in CSE whilst Level 2 Safeguarding children training is undertaken by all GP practice staff and Level 3 Safeguarding children training undertaken by all GPs. All training includes awareness raising on CSE.

Salford's Safeguarding Children's Board provides multi agency CSE training, all details of training available is accessible through the SSCB website:

<http://www.partnersinsalford.org/sscb/>

National Probation Service

As part of transforming rehabilitation reform (TR) 2015 the Probation Service underwent significant changes. The former Greater Manchester Probation Trust now forms part of the North West region which include Greater Manchester, Cheshire, Lancashire, Merseyside and Cumbria. Salford forms part of the Manchester, Salford and Trafford cluster which is the largest cluster in the region. The NPS are taking the

lead to secure agreement to facilitate efficient, effective and secure sharing of good quality information to:

- Promote confidential sharing of information pertaining to individuals who pose a risk of CSE and sexual abuse
- Promote consistent action and response across the Greater Manchester division to working with known perpetrators, once identified, at all stages of any Criminal Justice Process- from warnings, pre-trial to post sentence
- Promoting joint risk assessment and management planning across agencies, even if known individuals are not charged;
- Promoting effective use of multi-agency public protection arrangements (MAPPA) for complex case management.

Information Sharing Opportunities

Initial checks

For known individuals, depending upon the specific nature of and criminal justice process, there could be a number of different responses.

Pre Court/Charge

For those who are issued with abduction warning or released without charge after being spoken with to Police, offender managers would seek to engage an individual around the alleged behaviours. Any breach of bail/abduction warning would also be reviewed as a potential breach of license under the being of good behaviour condition, for those subject to post custody licenses.

Post Charge

For those who remain in the community prior to any court appears for CSE and sexual abuse related offending, risks would be subject to continuous, dynamic assessment. This may involve enhanced monitoring via home visits, formalised risk reviews, as well as opportunities to maintain engagement in self risk management.

For some MAPPA conferencing may be necessary in order to affect a robust risk management plan and consideration should be given for representation from Phoenix teams as well as SOMU and the local Detective Inspector, depending on the risk assessed.

In relation to missing child/ren they also have a role to play in supporting 'parents or significant others' where their child/ren go missing. The NPS, next Step (Leaving Care Service) YOS, CRC have an information sharing protocol in place. The key feature is the virtual NPS administrative arrangements to screen all 'parents or significant others' of a child/ren that go missing from home. We provide weekly updates to the MFH meetings i.e. intelligence is shared between the agencies to ensure all possible whereabouts of a young person is shared in a timely manner.

CSE Legal Disruption Planning Meetings

This section of the Handbook is intended to assist professionals in the risk assessment and decision-making process leading to consideration of any application for a CSE Injunction / Civil Order to support the effective disruption of CSE and prosecution of CSE perpetrators. Guidance development by Birmingham Local Authority has inform the below process. Following two court judgements in Birmingham regarding CSE orders, it was recommended that all Local authorities have clear guidance regarding the arrangements for legal disruption/CSE orders.

The aim of the Legal Disruption Meeting is to ensure that:

- (i) The appropriate individuals are in attendance
- (ii) The most appropriate application is made in terms of legal remedy
- (iii) Any additional and appropriate orders are considered and applied for
- (iv) Applications are issued on the basis of relevant evidence
- (v) Issues of confidentiality and sensitivity of evidence are properly considered as between the local authority and Phoenix at the earliest possible juncture and an on-going review is established
- (vi) Applications accurately identify all the correct individuals and other relevant details
- (vii) A litigation plan is devised and agreed to inform the course of proceedings.

CSE strategy meeting

The CSE strategy meeting should include the appropriate professionals in order to inform if a CSE Legal disruption meeting is required. The strategy meeting can make a recommendation for a CSE legal disruption-planning meeting.

The legal disruption meeting should be held within 14 working days of the recommendation being made.

Internal Actions to progress Legal Disruption Planning Meeting

- 1) Check that referral has been properly made by an allocated social work team and is based upon approval by the Head of Service.
- 2) Verify that all recommendations and actions identified by the CSE strategy/ meeting have been actioned or identify reasons from the social work team as to why the recommendations have not been actioned.
- 3) Ensure all relevant necessary documentation has been received, and/or requested and/or will be available no less than 3 days prior to the date fixed for the CSE legal disruption meeting.
- 4) Request that social work team provides all relevant documentation currently held (minutes of CSE strategy meeting, minutes of any multi agency Meeting, any assessments, any police information and /or disclosure already received) is provided to the chair so it can be considered at the Legal meeting (This is necessary to ensure that the elements of risk are properly identified and consequently the appropriate legal remedy is identified).
- 5) Request the list of invitees for the legal meeting from the social work team (identifying the appropriate Head of Service to be invited) and confirm the attendance of the Phoenix GMP lead.
- 6) Circulate invites and set Agenda

Phoenix Role and Responsibilities

- Provide details of specific issues [state of investigation; particular sensitivities; referral to CPS; applications to be made by GMP] and

- Provide a holistic view of Phoenix involvement with the young person and their family, including information shared through missing from home meetings.

CSE Legal Disruption Meeting Personal Information Checklist:

Full names (including aliases and spelling variations), date of birth and gender of child/ren in the household;

- Family address and (where relevant) school attended;
- Identity of those with parental responsibility and any other significant adults who may be involved in caring for the child such as grandparents;
- Names and date of birth of all household members
- When necessary, the child's NHS number;
- Ethnicity, first language and religion of children and parents/carers;
- Any special needs of children or parents/carers;
- Known involvement of other agencies / professionals (e.g. GP);
- The parents' position in respect of the CSE risk as outlined in the CSE strategy meeting
- The child's views and wishes.

CSE Legal Disruption Information Checklist:

Cause for concern including details of any allegations, their sources, timing and location;

- Child's current location and emotional and physical condition;
- Whether the child needs immediate protection;
- Details of alleged perpetrator(s), if relevant;
- Referrer's relationship and knowledge of child, any siblings and parents/carers;
- CSE strategy meeting minutes and outcome of the CSE screening tool

CSE Legal Disruption Agenda

Please refer to Appendix 5 for the agenda details and next steps following the legal meeting taking place.

The agenda for the meeting is designed to facilitate the proper consideration of all information available in respect of the CSE risk.

A clear distinction *must* be drawn between information which cannot be used (either because it is not relevant to CSE risk (NON RELEVANT INTELLIGENCE), not yet available in the appropriate form to be used (un-sanitised INTELLIGENCE) or because the information is of such a sensitive nature it cannot yet be used whatever form it is in – SENSITIVE INTELLIGENCE) and information which can and should be used (EVIDENCE).

The role of the CSE Legal Disruption Meeting is to sift the available intelligence in accordance with the above, safeguard sensitive intelligence, assess the available evidence, identify if further evidence is required and facilitate the collection and preparation of evidence.

Appendix 1: Salford CSE Pathway

Please refer to Salford's CSE handbook for details of supports and provisions regarding the identification, assessment and intervention of CSE at all thresholds.

