

The Children's Grief Charity

Safeguarding Children's Policy & Procedures October 2026

Approved by Clinical Governance Committee: 26 October 2026

This policy applies to all staff, volunteers, trustees, contractors and anyone working on behalf of The Children's Grief Charity. It covers all activities involving children and young people, including direct service delivery, online engagement, events, and any situation where staff may have contact with children and families.

What is Safeguarding

Safeguarding children includes promoting their welfare, preventing and protecting them from harm. It means:
- Protecting them from maltreatment
- Preventing impairment of health
- Preventing failure to thrive

It means making sure that they are safe and cared for and taking action to keep them healthy and that their needs are being met well. We have listed some definitions, categories of harm (including indicators of abuse) which are found at the end of this document.

The Children's Act (1989) and (2004) define a child or young person as 'anyone under the age of eighteen'. Abuse and neglect are forms of maltreatment of a child or young person. Somebody may abuse or neglect a child or young person by inflicting harm, or by failing to act to prevent harm. Children and young people may be abused in a family, in an institutional or community setting and by those known to them or, more rarely, a stranger. A child may not be able to communicate what has happened, or may not appear to understand the abuse, but all abuse is misuse of power and a betrayal of trust and is therefore damaging to the person who is victimised.

The National Society for the Prevention of Cruelty to Children (NSPCC) identify 13 categories of child abuse: Bullying & Cyber-bullying, Child Exploitation, Child Trafficking, Criminal Exploitation & Gangs, Domestic Abuse, Emotional Abuse, Female Genital Mutilation, Grooming, Neglect, Non-recent Abuse, Online Abuse, Physical Abuse and Sexual Abuse. Please see https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse for information on how to spot the signs and what you can do to help keep children and young people safe.

The abuse of children and young people may take place in any environment and may be inclusive or exclusive, that is, it may involve something that is done to a person, or an act that is committed or omitted. People from all backgrounds, of all ages and of all abilities are abused, and the abuser may be known to them or be a stranger. The lead agencies with statutory responsibility for the protection of children are Social Services and the Police. They are supported by the local safeguarding adults and children's boards.

Social Services has a duty to investigate all referrals of a safeguarding nature. In relation to children and young people this would be undertaken in accordance with The Children Act (1989). The local Social Services department has the main responsibility to do this, but with the full cooperation of other agencies, both statutory and voluntary.

Expectations

The purpose of this policy is to make sure that the way we work promotes the welfare of children and young people first and foremost. We will do this by responding to worries or concerns about, or raised by, those who receive a service from The Children's Grief Charity. This policy and procedure is underpinned by the Children Act 1989 and 2004, which establishes the legal framework for safeguarding and promoting the welfare of children in the UK. It sets out how we will make sure we embed our mission and values, as well as our statutory duties, by:

- Working with children in a caring and respectful way.
- Being aware of the impact of bereavement
- Respecting that all children have a right to be kept safe and free from harm.
- Nurturing circumstances that are warm and welcoming.
- Minimising risks when taking part in The Children's Grief Charity activities.
- Keeping children protected from harm.
- Developing close working relationships with other organisations to keep children safe.

This policy sets expectations for all Staff, Trainees, Volunteers, External Contractors and Trustees who work for, or on behalf of, The Children's Grief Charity. It provides a clear set of expectations so that we all know what we must do when we need to respond to any safeguarding worry or concern that suggests there may be a risk to a child or young person's health or well-being.

1. Everyone who works for or on behalf of The Children's Grief Charity has a duty to safeguard and promote the welfare of children and young people.
2. Everyone who works for or on behalf of The Children's Grief Charity has a duty to recognise, respond and share concerns or worries about possible harm or abuse.
3. Everyone who works for or on behalf of The Children's Grief Charity will be supported to reflect and take appropriate action in the best interests and safety of the child or young person.

This Safeguarding Children Policy and Procedures is developed in accordance with current UK legislation, statutory guidance, and best practice. It should be read in conjunction with the guidance at the end of the document.

This policy reflects the following principles established in legislation and guidance:

- The welfare of the child is paramount.
- Safeguarding is everyone's responsibility.
- Early help and intervention are essential.
- Children and families should be supported and involved appropriately.
- Information sharing is vital to effective safeguarding.
- Agencies must work together to protect children from harm.

Early Help and Threshold
The Children's Grief Charity recognises the importance of early help and intervention to prevent escalation of safeguarding concerns. Staff should consider whether concerns meet Early Help thresholds. Where there is any doubt, advice must be sought from their line manager or the Designated Safeguarding Lead.

Our Vision, Mission and Values
Our vision, mission and values set out our specific commitment to uphold the health and well-being of children, young people and families affected by bereavement, and acknowledges the unique impact that occurs when a child or young person experiences the loss of someone close in childhood.

Our Vision
No child grieves alone.

Our Mission
Grieving children and families get the help they need.

Our Values:
- Compassion:
  We lead with empathy and kindness, putting people first.
- Integrity:
  We act honestly, ethically and with courage.
- Excellence:
  We deliver the highest quality and make a meaningful difference.

The Children's Grief Charity has clearly defined procedures about what to do if safeguarding concerns or worries emerge, about actual harm or where suspected harm, including abuse, might occur. This also includes procedures to help identify actual or potential harm, as well as to respond to incidents that arise.

Safeguarding Leads
The CEO is the Designated Safeguarding Lead. In addition, each service, team and department in the organisation will identify individuals who are designated as safeguarding representatives. These representatives are called The Children's Grief Charity Safeguarding Champions.

All The Children's Grief Charity Safeguarding Champions are members of our Safeguarding Reference Group along with trustee representation from the Clinical Trustee and Legal Governance Trustee.

All safeguarding staff work together to support and advise our staff, and those who work on our behalf, to respond to safeguarding concerns in an appropriate and timely manner that upholds standards and requirements set out in legislation and statutory guidelines. This ensures that actions maintain professional standards and expectations based on respectful, responsive best practice.

Safer Recruitment
In line with The Children's Grief Charity Recruitment Procedure, all staff, including volunteers, having contact with vulnerable persons must have a Disclosure and Barring Service (DBS) check at the point of recruitment as well as the uptake of references prior to appointment. All staff will have an interview, which will further assess their suitability for working within a bereavement service. For those working with children and vulnerable people, the DBS will be re-checked every three years.

Learning Development & Training
All staff and those who work on our behalf are required to complete our mandatory e-learning safeguarding module within the first month of employment. Staff and those who work on our behalf working directly with children, young people and families are required to attend other bespoke safeguarding training courses in line with their specific responsibilities. It is the responsibility of the individual and their line manager to make sure that mandatory training is completed on time. Managers who supervise staff and volunteers, including those who do not work directly with children, young people and families, must ensure that safeguarding training is updated.

Line Management Supervision, Clinical Supervision and One-to-One Meetings
There is an expectation that all arrangements for line management supervision, clinical supervision and any other one-to-one meetings will prioritise safeguarding as a standing agenda item.

It is expected that safeguarding, as it relates to each role, will be discussed with learning progressive in all the work undertaken. This includes reflection on safe practice, managing risk and upholding professional standards and guidelines.

Managing Risk
The Children's Grief Charity has procedures in place for assessing and managing risks with regard to safeguarding children, young people and families, including vulnerable adults. The organisation has a procedure in place for reporting, recording and reviewing safeguarding concerns, and worries, including allegations and significant incidents. Lamplight has a safeguarding section and any safeguarding risk is raised on there and reviewed by a member of the safeguarding team.

Safeguarding includes consideration of online safety. Staff must remain alert to risks associated with digital communication, social media, and online service delivery.

Records
All staff understand the importance of maintaining well-kept records. They know that how information is recorded as well as stored is of the utmost importance, and that where it is suspected or believed that a child, young person or vulnerable adult may be at risk of harm, objective records must be recorded in a timely and accurate manner.

The organisation has a clear policy on the management of records, confidentiality, and sharing of information, which adhere to the requirements of GDPR and the Data Protection Act 2018 (see Data Protection Policy). All staff are aware that if they are not able to record information on Lamplight (due to a technical issue, not having a login, or any other reason), they must let a member of the safeguarding team know so they can record the incident on their behalf.

All staff are clear about what information can be shared with relevant people within and outside of the organisation. They are aware of local specialist services to go to if they are worried that someone is at risk of harm or abuse.

Whistleblowing
All staff and those working on behalf of The Children's Grief Charity have a duty to report concerns about poor or unsafe practice. Concerns about colleagues, volunteers, or organisational practice should be raised in line with The Children's Grief Charity's Whistleblowing Policy. Staff will be supported to raise concerns without fear of reprisal.

Roles and Responsibilities
Trustees
- Uphold the duty of care to safeguard others which includes taking necessary steps to safeguard and protect children and adults. They act in the best interests of children, young people and families to ensure that all reasonable steps are taken to prevent any harm. They fulfil the range of safeguarding duties to manage risk. This include ensuring that The Children's Grief Charity's assets and reputation are also protected.
- Ensure that those benefitting from or working with the organisation are not harmed in any way through contact with The Children's Grief Charity.
- Ensure that there are appropriate Safeguarding Policy and Procedures in place and that they are implemented effectively.

All staff including all managers and those who work for or on our behalf are responsible for ensuring that all safeguarding and child protection concerns are addressed through their respective line management structures in accordance with this Policy and associated procedures.

The DSL provides additional safeguarding advice and support ensuring that policy, procedures and practice standards are upheld. A clear and consistent understanding of safeguarding concepts and terminology is essential to the work of The Children's Grief Charity. Staff, volunteers and contractors are required to refer to the Glossary and Definitions section, which offers broad definitions of key terms, but they should also access the links within the Legislation and Statutory Guidance section.

Local contact numbers are accessible to all staff and those who work for or on behalf of The Children's Grief Charity. If they are not aware of these numbers, they must ask their line manager or a member of the safeguarding team. Contact information for boroughs across the UK can also be found online by using the links below:
- https://safeguard-hub.org/local-authority-contacts/
- https://safeguard-hub.org/mash-finder/
- https://www.gov.uk/report-child-abuse-to-local-council

Upholding Professional Boundaries

- Professional Boundaries must be an integral part of both management and clinical supervision. It is an opportunity to reflect on the quality of the professional relationship established with children, young people or adults, the nature of the work and to ensure that any challenges in maintaining professional boundaries can be addressed in an appropriate manner.
- Do not visit clients outside of planned work, and do not invite them to your home.
- Ensure that if you live and work/volunteer within your own community, you are clear about professional boundaries when any of your own family or children has friendships with clients' children or siblings, and that this is discussed with your line manager.
- Inform your line manager if you have had a previous professional or personal relationship with clients in order to agree how best to manage confidentiality and risk, and ensure that you operate in accordance with The Children's Grief Charity's Policies and Procedures.
- Bring any risk of potential breakdown of professional boundaries, however unintentional, to the attention of your line manager at the earliest opportunity.
- Ensure you adjust privacy settings on your own personal social networking sites to prevent inappropriate content being shared with clients.
- Do not approach clients in any social setting if they do not instigate the contact, especially where their behaviour indicates that they do not want to be recognised or indeed identified as a user of the service.
- The organisation recognises that it is possible that the friends and family of staff members may become clients and, indeed, that staff members themselves may in some circumstances become clients. It is incumbent on staff members, or those who work for or on behalf of The Children's Grief Charity, to speak to their Line Manager or Director of Clinical Services, currently vacant therefore the CEO about such situations. This is to avoid any conflicts of interest, breaches of confidentiality or breach of professional boundaries.

All staff or those that work for or on behalf of The Children's Grief Charity must:

1. Discuss any potential challenges or blurring of boundaries, which may arise for any member of staff or those who work for or on behalf of The Children's Grief Charity who live and works within the same community. Agreement should be sought as to how any such difficulties will be addressed should they arise.
2. Use the line management, and if appropriate clinical supervision, process to help reflect on their professional relationship with children, young people and adults at risk and identify if there are any warning signs that professional boundaries may be in danger of being compromised.
3. Work through with staff members sensitively, but honestly, the implications and issues where they or a member of their family is, or becomes, a client.

Personal Relationships and contact with GE Clients outside of work

Declare any personal relationships with any client(s) if they begin to attend your place of work or use services you provide. If this situation occurs, arrangements will be made for another team member to take over the case.

Self-disclosure of personal experiences

It is not usual for a member of staff to self-disclose their own experiences to a client. There may be exceptions where self-disclosure is appropriate and your professional judgement should be exercised. Boundaries relating to this must be discussed with your line manager or Director of Clinical Services, currently vacant therefore the CEO.

Continuing a relationship after the service or piece of work is complete

It is not normally acceptable for a member of staff to have contact with a client once the service or piece of work is complete. Any queries in this regard should be discussed within line management protocols.

Gifts and Hospitality

You must not use a relationship with a client or their family for personal gain. Gift-giving and accepting presents should only take place in line with The Children's Grief Charity gifts and hospitality policy and should be agreed with your line manager.

Concern about a breach/potential breach of professional boundaries

Any concerns about a breach or potential breach of professional boundaries by you or a colleague or external agency should be discussed with your line manager. Where you feel unable to report the concern(s) to your line manager, you should refer them to your manager's manager.

Line Manager duties:

- All potential breaches of professional boundaries must be taken seriously. The breach may not be a single event but a series of events and interactions, which together cause the individual to cross the boundary between what would be considered a professional relationship to a non-professional relationship.
- Staff, and those who work for or on behalf of The Children's Grief Charity must be supported to address any concerns about a breach of professional boundaries without the automatic risk of disciplinary proceedings. However, staff must be made aware of all possible consequences depending on the severity and nature of the breach including possible disciplinary action; including and up to dismissal; referral to Regulatory bodies, relevant Local Authorities, or Disclosure and Barring Service.
- All breaches of professional boundaries are to be recorded on individual staff, or those who work for or on behalf of The Children's Grief Charity, profiles, including any outcome of action taken. In those cases where there is found to be 'no case to answer' the outcome should still be recorded.

Responding to a safeguarding disclosure from a child

When a child or young person discloses information to you about harm they are experiencing, or at risk of, including abuse. This might be in person, on the phone, via web-chat or email. It might be your own or someone else's observation of signs, symptoms of unmet need, neglect or abuse.

- Offer reassurance, take seriously and listen to what they are saying. Never promise to keep secrets, or be persuaded by the child or family not to take action, if you are worried that a child is being harmed or is at risk of harm.
- It is important to find out relevant information such as their age, name, mobile number, any involvement with The Children's Grief Charity services and a brief outline of what happened to them.
- Explain the process to the child in an age-appropriate manner: that you will need to pass this information on, to whom, the reasons why and possible actions.
  - It is not your job to investigate, verify what is being said, or examine the child.
  - It is not your job to try to work out whether what has been shared has or has not happened.
  - It is not your job to try to work out why something has or has not happened.
  - This is the statutory responsibility of the local authority/child protection services and/or the police.

• Contact your line manager or call the Safeguarding Line as soon as possible to report the safeguarding concern following disclosure. If further discussion is required the Safeguarding Team may ask you to organise a 'Safeguarding Huddle' to take place immediately on the same day for support to discuss possible actions and options available, with the CEO, your line manager and/or safeguarding champions, all actions taken should be recorded on lamplight following standard procedure

If the child is present and is at immediate risk of harm,

- Advise them to call the Police; you must also contact the Police to check that the child has referred the concern to them. If the child is not in agreement with this/not able to do this, you have a duty to call the Police and pass on any information you have.
- Take the appropriate course of action to secure the immediate safety of the child. This could include:
  - Calming angry or upset children or adults.
  - Contacting 999, if necessary, on their behalf.
  - Contacting the local Emergency Duty Team for Children's Social Care.
  - Seeking medical assistance.
- The only time when you would not tell the child what action you are taking is if to do so would, in your opinion, put them in immediate danger.

What the line manager must do:

- Make direct contact with the person who receives the information immediately on the same day and as soon as the risk of harm comes to your attention and ensure they record all information appropriate on Lamplight, or that this is delegated to a member of the Safeguarding Team.
- If your assessment is that the child is suffering, or likely to suffer, significant harm, a referral must be made to the local children's social care duty team within 24 hours.
- If you are aware that the child is subject to a Care Order, a Child Protection Investigation, or has a Child Protection Plan, all new incidents must still be referred to local Child Protection services and information shared accordingly.
- If your assessment is that a referral is not needed, you must identify what course of action will be taken to respond to the concerns identified and ensure that all decisions and the reasons for them are recorded on Lamplight.
- If there is a disagreement between the The Children's Grief Charity responsible manager and responsible member of staff about the need to report concerns to Children's Social Care Child Protection services, the CEO must be consulted early on, to make a final decision.
- You must ensure all decisions and agreed actions are recorded on Lamplight as soon as you are able, and within 24 hours.

Where there are already existing safeguarding concerns, including Child Protection arrangements.

If it is known that a child/young person is subject to Child Protection arrangements and is therefore deemed to be in a high-risk situation (e.g. at risk of abuse including e.g. neglect, emotional, sexual and/or physical abuse) you must consider and record any risks or/potential risks to the child or/young person on Lamplight and identify any actions required on the child or/young person's record.

Making referrals to Child Protection Services

- Taking steps to make a referral must include:
  Thinking about whether or not to tell the child and/or child's parents about the action you intend to take. It is usually best practice to do so. However, you can refer without informing the child and/or parents if you feel that to do so could place the child in danger, or at risk of further harm including prejudicing an investigation. If in doubt, you must speak to your line manager or DSL
- You must speak to your line manager or DSL as soon as possible on the day that concerns emerge.
- Tell the child (appropriate to their age and understanding), and parent/carer, that a referral will be made, once you have agreed that to do so would not cause any further risk or harm.
- Contact the local Children's Social Care Emergency Duty Team or the Police.
  - Share as much information as possible regarding concerns, worries and known risks. This should include information about the child, the family and the wider context.
  - Make sure it is clear with whoever you talk to from the Children's Social Care team, what the agreed next steps are, and what actions will be taken by whom and by when. You must record on Lamplight the full name, job title, team and direct contact number of whoever you speak to.
  - Referrals of suspected child abuse must always be confirmed by encrypted email or recorded delivery within 24 hours.

Inform your line manager or DSL as soon as possible on the same day of what has been agreed. You must record the date, time and summary of your discussion as well as all actions, decisions, and risk assessments on Lamplight.

If you are worried that without emergency help the situation could cause immediate risk to a child's safety, you must contact the police immediately on 999.

The line manager must:
- Make a record on Lamplight of all discussion/agreements and plans on the same date. The record must include the name, job title and team of the individual completing the record
- If you disagree with the decision made by the Children's Social Care team, you must follow up your concerns in writing within 24 hours and inform your line manager or Head of Clinical Services

Inform your line manager or DSL as soon as possible on the same Responding to safeguarding allegations against an adult working for, or on behalf of, The Children's Grief Charity

An allegation may arise from any source and relates to an adult working for or on behalf of The Children's Grief Charity who has, or may have:
- behaved in a way that suggests they have harmed, may have harmed or may pose a risk of harm to a child, young person, family member or vulnerable adult; or
- committed a criminal offence against a child or adult.

This includes historical allegations involving suspected harm or risk to a child, young person or adult, including a vulnerable adult.

How an allegation will be managed
- The Children's Grief Charity will involve HR to consider appropriate employment action, which may include a time-limited suspension.
- An immediate referral will be made to the Local Authority Designated Officer (LADO), who will coordinate a multi-agency assessment of risk and advise how the allegation should be handled.
- If there is evidence that a child, young person or adult may be at risk of harm, the police may investigate and protective action will be considered alongside any external investigation.
- If the allegation does not meet the threshold for an external investigation, the LADO may advise The Children's Grief Charity to carry out an internal investigation to determine whether disciplinary action is required and whether the person remains suitable for their role.

What the person receiving the information must do
- Inform their line manager or the Head of Clinical Services immediately;
- Ensure action is taken in response to the allegation within 24 hours; and
- Record all information, discussions, decisions and agreed actions on Lamplight on the same day.

What the line manager must do

- Contact the person who received the information immediately and obtain the basic facts needed to understand and record the allegation on Lamplight; do not investigate or attempt to verify it;
- Keep the safety of any child, young person or adult paramount and follow the safeguarding procedure if there is any risk of harm or abuse;
- If a crime may have been committed, contact the police urgently and within 24 hours, and also contact the relevant Children's Social Care team and LADO on the same day;
- Identify whether any other children or adults may be at risk and share this information with the relevant agencies;
- Consult the DSL and Head of HR throughout and agree all next steps; and
- Do not inform the person who is the subject of the allegation until a plan has been agreed with the relevant local authority, LADO and, where necessary, the police. The DSL must approve the final plan in consultation with HR.

A risk assessment must be completed within 24 hours with the LADO or local Children's Social Care team and The Children's Grief Charity's Head of HR. It must consider whether the person should:

- Continue in their role;
- Be suspended for a defined period;
- Be temporarily redeployed; and
- Be subject to an internal or external investigation.

If an external investigation, including a police investigation, is undertaken, everyone involved must maintain confidentiality and follow the agreed multi-agency plan. For a volunteer or external contractor, The Children's Grief Charity must also decide whether their activities should be suspended and confirm that decision in writing.

- If the multi-agency team decides that the allegation does not meet the threshold for an external investigation, the decision must be provided to The Children's Grief Charity in writing and retained by HR.
- Any internal investigator must agree the lines of enquiry with HR and the DSL, follow the disciplinary process and set appropriate timescales.
- If new information suggests that a crime may have been committed, it must be reported to the police.
- The outcome of any internal investigation must be shared in writing with the LADO and approved by the DSL and HR.

Reporting of Serious Safeguarding Incidents

A serious safeguarding incident is something that happens involving:

- Sudden death of a child, young person or adult associated with The Children's Grief Charity.
- Serious harm to child, young person or adult that required intervention by The Children's Grief Charity staff.
- Actions of another which caused death or serious injury to child, young person or adult.
- An event or incident which did not result in serious injury, harm or illness, but had the potential to do so and only a fortunate occurrence prevented a serious outcome for a child, young person or adult.
- An incident that is serious enough to lead to a Child Safeguarding Practice Review.
- A situation that indicates organised crime or large-scale abuse
- An incident likely to raise serious concern about The Children's Grief Charity policies or procedures.
- An incident which raises concern about possible radicalisation of anyone associated with the work of The Children's Grief Charity.

What to do

- Make sure they to action to secure the safety of the child, young person or adult involved. This might include calling for immediate support from emergency services.
- Inform your line manager or DSL immediately. If there is no response, inform any senior manager within The Children's Grief Charity.
- Record the details of what happened, including names, ages and contact details of all involved.
- The line manager must report the incident to the CEO immediately.

Specific safeguarding concerns:

1. Child Exploitation (CE)
Some children/young people may be at higher risk of this e.g. care leavers, homeless young people. At times, these young people may lead chaotic lives and some engage in risky behaviour. However, no child or young person is ever responsible for the abuse to which they are subjected. Indicators may include:
- Missing from home for periods of time
- Regularly missing school/education
- Appearing with unexplained gifts
- Associating with other young people involved in criminal activity
- Having older boyfriends/girlfriends

2. Private Fostering
If you suspect that a child is in a private fostering arrangement (see definition section) you have a statutory duty to notify the relevant Local Authority in terms of ensuring their welfare and protection. If such concerns arise, you should follow the The Children's Grief Charity safeguarding procedures set out in this policy.

3. Female Genital Mutilation (FGM)
- There is a mandatory duty for regulated professionals to report cases of FGM in England and Wales.
- This applies where the victim is under 18 years old and has disclosed FGM directly.
- This also includes where a professional believes there is possibility the girl has been cut.
- This should be reported to the Police and Children's Social care department.
- This is a personal duty, which requires the person who receives the information to make a report.
- The responsibility cannot be transferred to anyone else.
- The only exception is if you know that another employee has already made a report; therefore, there is no requirement to make a second referral.
- The duty to report does not apply to cases of disclosure from women over the age of 18. In these instances, you must follow local adult safeguarding procedures.
- If other people disclose a possible case of FGM e.g. parent of friend, or you suspect that a child/adult at risk may be at risk of FGM, the duty to report will not apply. However, this remains a safeguarding concern and must include a referral to the local Social Care Department and report to the DSL.

4. The Prevent Duty

The Prevent Duty sets out the requirement to have due regard of the need to prevent people from being drawn into terrorism.

- Radicalisation is comparable to other forms of exploitation and is therefore considered a safeguarding issue that all staff working for or on behalf of The Children's Grief Charity must be aware of.
- The emphasis is upon supporting vulnerable children, young people, and adults.
- There is no expectation that The Children's Grief Charity will take on a surveillance or enforcement role.
- Where a 'Prevent Concern' exists the duty promotes a multi-agency approach, where The Children's Grief Charity will work within arrangements for Multi-Agency Safeguarding.
- A Prevent Concern does not have to be proven beyond reasonable doubt; it should be based on something that raises concerns using professional judgement.
- Extremism is defined in the Prevent Strategy 2011 as vocal or active opposition to fundamental democratic values, including, the rule of law, individual liberty, and mutual respect and tolerance of different faiths and beliefs.
- The Terrorism and Security Act 2015 defines terrorism as an act that endangers or causes serious violence to a person/people and/or damage to property; or seriously interferes with or disrupts an electronic system.
- Radicalisation is defined as the process by which people come to support terrorism and violent extremism and, in some cases, to then participate in terrorist groups. Radicalisation should be considered as an 'additional vulnerability' under Working Together 2026. There is no obvious profile of a person likely to become involved in extremism or a single indicator of when a person might move to adopt violence in support of extremist ideas.
- Indicators for vulnerability to radicalisation can be similar to those for other forms of abuse and may particularly include:

- Distance from cultural heritage
- Experience of migration
- Experience of racism and discrimination
- Family members or friends associated with extremist groups
- Family tensions
- Sense of isolation and feelings of failure

It is important to note that not all individuals at risk of radicalisation and acts of terrorism are susceptible or vulnerable and they may be acting out of choice. Staff or any person who works for or on behalf of The Children's Grief Charity may have concerns as a result of a direct disclosure, observation or expression of concern or complaint made by another person.

Information Sharing
Each individual's right to confidentiality must be respected. All personal data must be treated with care and kept securely; this means not disclosing it to others unless there is a legal reason to do so, and we have informed the subject that we will do this in the privacy notice, or we have the informed consent of the subject, or their parent or person with legal responsibility for them. Disclosing personal data to unauthorised people could place the subject at risk of harm and may be a breach of GDPR and the Data Protection Act 2018.
There are circumstances when we may share personal data without the consent of the subject. The GDPR (article 6.1.d) permits the sharing of personal data without the consent of the data subject to safeguard the data subject, or others from harm. Safeguarding concerns must always be shared with the local authority and may be shared with the police if this is necessary to protect the data subject or others. The data subject, or their parent, should be informed that the data has been shared unless this would place the individuals concerned at further risk. Safeguarding children and protecting them from harm overrides data protection concerns where a child may be at risk.

Under Schedule 2 of the Data Protection Act 2018, personal data may also be shared with the police without the consent of the subject in order to prevent, detect or prosecute a crime. As a voluntary organisation we are not obliged to share data with the police but may choose to do so. The request must be in writing and specify the data required and why this is needed. The responsible manager must weigh up the impact of not sharing the data against the duty of confidentiality that we owe the subject. If we decide not to share, the police must obtain a court order to access the data. All requests to share data must be recorded, including whether or not the data was shared and the reason/s for this.

Related policies
- Safeguarding Adults Policy
- Recruitment Policy
- Whistleblowing Policy
- Data Protection Policy

Primary Legislation
- Children Act 1989
- Children Act 2004
- Children and Social Work Act 2017
- Safeguarding Vulnerable Groups Act 2006
- Sexual Offences Act 2003
- Serious Crime Act 2015 (including FGM mandatory reporting duty)
- Modern Slavery Act 2015
- Counter-Terrorism and Security Act 2015 (Prevent Duty)
- Domestic Abuse Act 2021
- Online Safety Act 2023
- Equality Act 2010
- Human Rights Act 1998
- Data Protection Act 2018 (UK GDPR)

Statutory Guidance
- Keeping Children Safe in Education https://www.gov.uk/government/publications/keeping-children-safe-in-education--2
- Information Sharing: Advice for Practitioners: https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice
- The Prevent Duty Guidance: https://www.gov.uk/government/publications/prevent-duty-guidance
- Working Together to Safeguard Children (2026) – statutory guidance for inter-agency working: https://www.gov.uk/government/publications/working-together-to-safeguard-children

Local Safeguarding Arrangements
The Children's Grief Charity works in partnership with local safeguarding agencies and follows procedures set out by:
- Local Safeguarding Children Partnerships (LSCPs)
- Local Authority Children's Social Care Services
- Police and Integrated Care Boards (ICBs)
- The Charity Commission Guidance on Safeguarding and Protecting Children and Young People

Professional and Sector-Specific Guidance
- British Association for Counselling and Psychotherapy (BACP) Ethical Framework https://www.bacp.co.uk/ethical-framework/
- National Institute for Health and Care Excellence (NICE) guidance https://www.nice.org.uk/guidance
- British Association of Social Workers (BASW) Code of Ethics https://www.basw.co.uk/about-basw/code-ethics

Glossary and Definitions

Definition of a Child (for Safeguarding purposes)

- The Children Act 1989 & 2004 and the Children Order (Northern Ireland) 1995, define a child as anyone who has not yet reached their 18th birthday.
- The Children and Young People (Scotland) Act 2014 defines a child in relation to the powers and duties of the local authority. Young people between the age of 16 and 18 who are still subject to a compulsory supervision requirement by the Children's Hearing can be viewed as a child.
- The United Nations Convention on the Rights of the Child (UNCRC) applies to "all human beings under the age of 18 years unless, under the law applicable to the child, majority is attained earlier."

Safeguarding

In England, safeguarding children and promoting their welfare means:

- protecting them from maltreatment
- preventing impairment of their health and development
- ensuring that they grow up in circumstances that provide safe and effective care, and taking action to enable all children to have the best outcomes

Child Protection

Child protection is part of safeguarding and promoting welfare.

This action refers to what happens to protect specific children who are suffering, or are at risk of suffering, significant harm.

Alongside physical, sexual and emotional abuse and neglect this includes children affected by: domestic abuse, female genital mutilation, forced marriage, honour-based violence, 'missing' children, young runaways, and children exploited by gangs, child sexual exploitation and trafficking.

Abuse

A form of maltreatment of a child.

Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family, by those known to them or, more rarely, by others including those on the internet), and an institutional or community setting.

An adult or adults, or another child or children may abuse them.

Physical Abuse
A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child.

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional Abuse
The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

It may include not giving the child opportunities to express their views, deliberately silencing them, or 'making fun' of what they say or how they communicate.

It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing participating in normal social interaction. It may involve seeing or hearing the ill treatment of another.

Sexual Abuse
Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily
involving a high level of violence, whether or not the child is aware of what is happening.

The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing, and touching outside of clothing.

They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet).

Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect
The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

Neglect may occur during pregnancy as a result of maternal substance abuse.

Once a child is born, neglect may involve a parent or carer failing to:
- provide adequate food, clothing and shelter (including exclusion from home abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate care-givers); or
- ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Domestic Abuse and Violence
Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality.

The abuse can encompass, but is not limited to: emotional, financial, physical, psychological, or sexual behaviors. From December 2015, coercive or controlling domestic abuse is a crime punishable by up to 5 years in prison, under section 76 of the Serious Crimes Act 2015.

This relates to a purposeful pattern of behaviour, which takes place over time, in order for one individual to exert power, control, or coercion over another.

Online Safety
The breadth of issues classified within online safety is considerable, but can be categorised into three
areas of risk:

- Content: being exposed to illegal, inappropriate or harmful material; for example pornography, fake news, racist or radical and extremist views.

- Contact: being subjected to harmful online interaction with other users; for example commercial advertising as well as adults posing as children/ young adults and;

- Conduct: personal online behaviour that increases the likelihood of, or causes, harm for example making, sending and receiving explicit images or online bullying.

Sexting
This is the act of sending sexually explicit messages (including text/ photos/videos), primarily between mobile phones.

Child Sexual Exploitation (CSE)
Sexual exploitation of children and young people under 18 involves exploitative situations, where young people receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities.

In all cases those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources.

Female Genital Mutilation (FGM)
Female Genital Mutilation (FGM) is a safeguarding issue, illegal in England and Wales under the FGM Act 2003 ("the 2003 Act").

It is a form of child abuse and violence against women and girls.

Regulated Profession
A regulated profession is one, which is governed by a professional organisation or regulatory body to ensure that professionals meet the required standards of practice and competence for that occupation.

Prevent Concern
Children and young adults can be vulnerable to exposure to or involvement with groups or individuals who advocate intimidation as a means to a political or ideological end.

These groups can include those promoting "violence from extreme right-wing or other ethnic or religious organisations".

Extremism
Defined in the Prevent Strategy 2011 as vocal or active opposition to fundamental values, including democracy, the rule of law, individual liberty, and mutual respect and tolerance of different faiths and beliefs

Terrorism
Defined by the Terrorism Act 2000 as: an act that endangers or causes serious violence to a person/ people and/or damage to property; or seriously interferes with or disrupts an electronic system.

Radicalisation
Defined as the process by which children and young people come to support terrorism and violent extremism and, in some cases, to then participate in terrorist groups.

Trafficking and Modern Slavery
The United Nations defines trafficking in children and adults as the recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, or abduction, of fraud, of deception, of the abuse of power, or of a position of vulnerability, or the giving or receiving of payments to achieve the consent of a person having control over another for the purposes of exploitation.

Modern slavery is a complex crime that takes a number of different forms. It encompasses slavery, servitude, forced and compulsory labour and human trafficking.

Gang Exploitation
There are a number of areas in which young people are put at risk by gang activity both through participation in and as victims of gang violence.

Gang activity can also be used as the means through which children and young people are sexually exploited and/or trafficked.

County Lines
Child Criminal Exploitation is common in county lines and occurs where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young

Person under the age of 18.

The victim may have been criminally exploited even if the activity appears consensual.

Exploitation does not always involve physical contact; it can also occur through the use of technology.

Criminal exploitation of children forced to work on e.g., cannabis farms or to commit theft.

Young Carer
A young carer is a person under 18 who provides or intends to provide care for another person (of any age, except generally where that care is provided for payment, pursuant to a contract or as voluntary work).

Private Fostering
Private fostering falls within safeguarding as it relates to the legal status, wellbeing and protection of children under 16 years, or under 18 years if disabled, who reside for more than 28 days in the care of someone who is not a parent, close relative or someone with parental responsibility.

Allegation
An allegation is information, which comes to light from any source which suggests that an employee or volunteer has behaved in a way that has harmed, or may have harmed, or had the potential to harm a child or adult at risk.

thechildrensgriefcharity.org.uk
Charity Number 1175837
Registered with Fundraising Regulator

hello@thechildrensgriefcharity.org.uk
020 8371 8455

London Therapy Centre
The Children's Grief Charity
Crystal House
Daws Lane
London NW7 4ST

Bristol Therapy Centre
The Children's Grief Charity South West
Ham Green House
Chapel Pill Lane
Bristol BS20 0HH

The Children's Grief Charity