



**Gurdwara Guru Nanak Parkash Policy for:
Safeguarding Children and Vulnerable Adults**

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1. Introduction and aim

Gurdwara Guru Nanak Prakash (GGNP) is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and sevadar¹ to share this commitment.

The purpose of this policy is to ensure that everyone can recognise abuse and are very clear about their roles and responsibility in line with current legislation

With compassion being the foundation of a Sikh, of which all other qualities are built upon. We believe that every human being, is created and valued by God and should be given respect, dignity and love. Every human being should feel secure, respected and valued which is intrinsic to the Sikh way of life.

2. Guru Granth Sahib Ji Comments

"There is one soul and it pervades all the bodies" (Ang² 330)

"Do not cause pain to any creature, go back to your home with honour" (Ang 322)

"Do not harbor evil intentions against others in your mind, and you shall not be troubled, o siblings of destiny, o friends" (Ang 386)

"Show kindness and mercy to all beings, and realise that the Lord is pervading everywhere; this is the way of the enlightened soul, the supreme swan" (Ang 508)

¹ Sevadar (Sevadar) – Punjabi word for a volunteer who offers his/her services to a Gurdwara or to the Sikh community free of charge. An appointed sevadar will be a volunteer that has been assigned to perform a certain service under the instruction of the management committee or sub-committee (acting on behalf of the management committee) e.g. sevadars managing school visits, in this instance proper training will be provided. Non-appointed sevadars are volunteers who perform services under their own discretion e.g. sevadars who provide cleaning services.

² Ang – limb or part of the Guru Granth Sahib Ji referring to the physical script upon which the scriptures are written



3. Roles and Responsibility

Safeguarding is **the responsibility of everyone at the Gurdwara:**

- It is the responsibility of the management committee to ensure that safeguarding arrangements are in place, to monitor and action them.
- All employees and appointed sevadar will be required to read and follow this policy.
- The Pardhan³ and management committee are responsible for dealing with complaints in the first instance
- Further guidance for the trustees on the committee is provided by the Charities Commission –in Reporting Serious incidents –Appendix 1
- The committee will appoint at least one Designated Safeguard Lead (DSL). The DSL(s) can be a member of the management committee but not occupy the role of Pardhan.
- The DSL should be selected based on relevant experience and skill set for the role. If this is not possible, then the selected DSL should receive a minimum of Level 2 Safeguarding Training before initiating any DSL responsibilities
- The policy will be reviewed on an annual basis by the DSL(s)

³ Pardhan – President/Leader of the Gurdwara



4. Designated Safeguard Lead responsibilities:

The DSLs appointed by the Gurudwara Guru Nanak Prakash management committee are – Daljit Kaur Dhani (27/06/2019) and Navdeep Singh Kahlon (27/06/2019)

Their role is to:

- Know how to report Safeguarding concerns to the appropriate agencies and take responsibility to do so when concerns about a child arise.
- Be aware of the signs and symptoms of abuse and ensure that the DSL keeps up to date with training on safeguarding.
- Ensure that every appointed sevadar is briefed on what to do if they have any safeguarding concerns.
- Provide advice and guidance to staff and be prepared to seek advice and guidance from agencies and others if they themselves are unsure of what to do.
- Attend any meetings in respect of Safeguarding matters relating to the Gurudwara.
- Ensure that all newly-appointed staff and sevadars, are immediately informed about the Gurudwara's Safeguarding policy and their duties within it. **All appointed sevadars will read section 1 of the Keeping Children Safe in Education 2018 and sign to say they have done so.** A record will be kept in a secure location
- Ensure sevadars are informed of the Code of Conduct expected in the Gurudwara.
- Provide a briefing for all staff at least annually to update them on the importance of Safeguarding and any new issues, and remind them of the Gurudwara's procedures.
- Support the development of good safeguarding practices.
- Be aware of how allegations of abuse are investigated by Social Care Department of the Local Authority and the Police.
- Review the Safeguarding policy on an annual basis with the management committee.



5. Recognising Abuse

Abuse of vulnerable children, young people and adults is not new and it can happen to anyone irrespective of background, ethnicity or religion. GGNP is determined to deal with it in ways that are sensitive to the feelings of the victim and their carers. GGNP will be giving a clear message of disapproval to those who harm children.

5.1 Physical

Physical abuse is the term used when a parent, carer or a person working with children/adults causes injuries to a child/adult and hurts the child/adult physically:

- This may be by hitting, beating, throwing or shaking, pinching a child/adult, or by causing other injuries through scalding, burning or poisoning.
- It can involve fabricating the symptoms or deliberately causing illness in a child/adult

5.2 Emotional

Emotional abuse is the term used when the main harm comes not from neglecting, physically hurting or sexually harming a child/adult, but from **persistent** or **severe** emotional ill treatment:

- This may include **repeated** threats, verbal abuse, criticism, humiliation and ridicule e.g. telling a child/adult he or she is worthless or useless.

5.3 Sexual

Sexual abuse is the exploitation of a child, young person and vulnerable adult for sexual purposes:

- It includes not only direct sexual contact with the child but also exposing the child to sexual material or encouraging the child to behave in a sexually inappropriate way, whether or not the child is aware of what is happening.
- Sexual abuse often starts with minor acts e.g. inappropriate touching and use of language of a sexual nature and progresses to more serious acts over time or by grooming (this is where a child or young person would be prepared for abuse)

5.4 Neglect

Neglect is the term used when the parent, carer or person working with children have a **persistent** lack of proper care for children, young people and adults:

- Failure to provide them with proper nourishment, warmth, medical care, education, a safe environment and housing are all examples of neglect.
- It can also be a failure to act to protect a child from danger or from significant harm caused by others.



- Adults who notice children being abused and neither say nor do anything about it are neglecting the child.
- It is also when children are left without appropriate care and supervision.

5.5 Financial

Financial abuse is the term used to describe a way of controlling a person's ability to acquire, use and maintain their own money or financial resources:

- An unexplained lack of money to maintain person's lifestyle
- Evidence of unexplained and unusual bank withdrawals, a cheque signed when a person cannot write
- Previous uninvolved relatives suddenly taking an interest in a person
- Disappearance of a person's valuable possessions
- Unusual interest shown by others in a vulnerable person's assets
- Unjustified obtaining of Appointee ship or Power of Attorney
- Inclusion of another person's name on bank accounts and
- Abrupt changes to a person's will are all signs of financial abuse

5.6 Institutional Abuse

Institutional abuse is the maltreatment of a person from a system power brought about by poor or inadequate care or support or systematic poor practice that affects the whole care setting (typically applicable to places such as care homes):

- Failure to ensure a person's privacy or personal dignity
- Public discussion of a person's personal matters
- Inadequate or delayed response to a person's reasonable requests
- Inadequate staff support for a person
- The needs of the institution coming before those of the individual
- Evidence of rigid, inflexible routines are all examples of this type of abuse

5.7 Spiritual Abuse

Spiritual abuse happens when a spiritual/religious authority, seeks to control individuals and ensure obedience:

- A person being forced to accept religious ideas or values
- A person experiencing the misuse of the authority of leadership
- A person being compelled to engage in some deliverance ministries
- A person whose faith has been denied
- An abused person urged to forgive unconditionally
- A person experiencing oppressive spiritual disciplines
- A person not supported to attend worship or other activities linked to their faith are examples of spiritual abuse



5.8 Forced Marriages

A forced marriage is where one or both people do not (or in cases of people with learning disabilities, cannot) consent to the marriage and pressure or abuse is used. It is an appalling and indefensible practice and is recognised in the UK as a form of violence against women and men, domestic/child abuse and a serious abuse of human rights.

The pressure put on people to marry against their will can be:

- physical (including threats, actual physical violence and sexual violence)
- emotional and psychological (for example, when someone is made to feel like they're bringing shame on their family)

Where it is felt that a child / young person is a victim of forced marriage in any way, GGNP's safeguarding procedures will be followed.

5.9 Radicalisation

The process by which an individual or group comes to adopt increasingly extreme political, social or religious ideals:

- A person reading or distributing extremist ideological, political or religious material,
- Significant changes in a person's behaviour or possible outward appearance
- Suggesting a new political or religious influence
- A person showing outward support of terrorist attacks
- A person participating in racial/religious hate crimes
- A person being influenced by a significant adult involved in extremist views
- A person having extended times of travel to international locations associated with terrorism are some signs of radicalisation

5.10 Modern Slavery

Refers to situations where one person feels they are under threat by taking away another's persons freedom, this can be through Sexual exploitation, forcing a person to perform acts such as prostitution, escort work or pornography.

Forced labour:

- Forcing a person to work against their will
- A person working long hours for little or no pay
- A person or their family receiving verbal or physical threats of violence

5.11 Domestic servitude/violence

Domestic abuse is violence or other abuse by one person against another in a domestic setting, such as:

- Forcing a person to work for little or no pay
- A person having no free time or restricted movement



- A person having minimal privacy
- A person having to sleep where they work (this is referring to degrading conditions),
- A person who is physically abused

All abuse causes emotional harm to the victim and often the signs of harm show in the way the child, young person or adult ends up feeling bad about him or herself, including changes in behaviour or moods e.g. becoming withdrawn and fearful of situations, or by displaying aggressive behaviour and difficult to manage.

6. Safeguarding Procedures

ALL employees and sevadars, regardless of their role, have a responsibility to act if they suspect that an individual has been abused or that an allegation has been made.

[What to do if you're worried a child is being abused: advice for practitioners](#) (2015)

Ref: DFE-00124-2015PDF, 320KB, 18 pages

There are four key steps to follow to help you to identify and respond appropriately to possible abuse and/or neglect

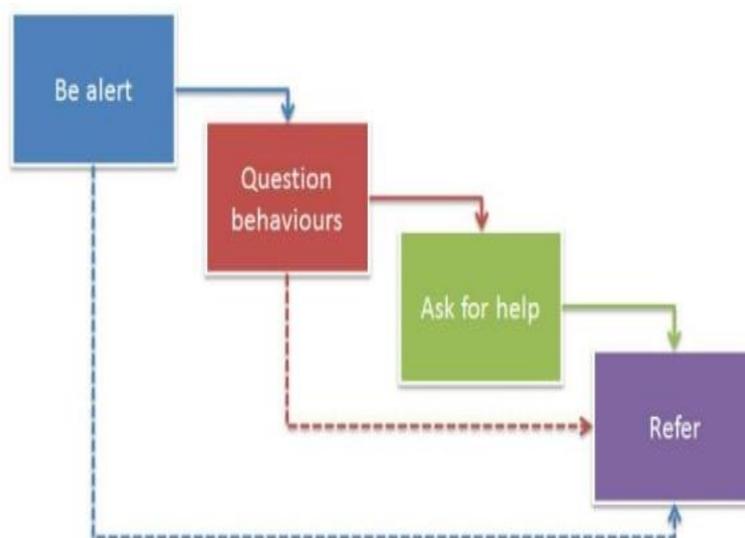


Figure 1: Identifying and responding to abuse

There are a number of ways in which any employee or sevadar of the Gurdwara may become worried about possible abuse of a child. It may be:

- Something you see on a child, young person or adult
- Something you observe about their behaviour
- Something they tell you
- Something someone else tells you about a child, young person or adult who attends Gurdwara



There could be a single incident, or a member may have general and growing concerns that do not lessen over time. The concerns may be about what is happening to the child at home, in school or in the Gurdwara.

Any employee or sevadar who begins to suspect abuse or neglect must discuss this with the Designated Lead for Safeguarding (DSL) as stated above, **even if the suspicion concerns the conduct of a teacher, a committee member, a visitor, or another young person or a child.**

If the DSL is the subject of the suspicion or allegation, the sevadar should report to the Education Secretary or the Pardhan. They are then responsible for taking the appropriate action. Additionally, sevadar can contact the investigating agencies (Children's Social Care Duty Officer or the Police) direct or NSPCC. help@nspcc.org.uk or 0808 800 5000. See appendix 4.2 for agencies and contact details

It is the Designated Safeguarding Lead's responsibility to report suspicions linked to abuse.

Concerns are often not clear-cut - some may be about poor practice or bullying rather than abuse. It is usually the responsibility of the DSL to decide whether to contact Children's Social Care Department. Contact details of all agencies in the City can be found at the end of this policy. Suspicions of abuse or neglect should be reported without delay.

If the Designated Lead is not sure whether this is a safeguarding concern which should be reported to the agencies, they should ring and seek advice from Children's Social Care Department. It is the role of the Children's Social Care Department to decide whether further action is necessary. They will usually consult with the Police about this. In an emergency, the Police may be contacted directly.

When **the DSL contacts** the Children's Social Care Department, it is important to pass on as much information as possible about the following:

- Details of the child and his or her family.
- The nature of concerns.
- How and why the concerns have arisen. **(Note: Information gathering not investigating)**
- Who knows what about the concerns?
- Whether there have been previous concerns.
- Any action already taken and how this has had an impact.
- Details of any other agencies and professionals involved with the family if known.
- Whether there is any reason why the referrer's identity cannot be shared with the family.

6.1 Supporting a Child, Young Person or Vulnerable Adult who tells you about possible abuse

If a child, young person or vulnerable adult tells any sevadar something which he or she thinks must be reported, there are a number of things that should be done to support the child:



- **Stay calm** and make time to listen.
- **Listen** with the utmost care to what the child is saying and take it seriously.
- **At the beginning state** that you may have to take further action and tell somebody else
- Only **ask questions to be clear** you have understood (it is the job of the social worker and Police officer to investigate and you may make this more difficult if you question a child in depth)
- Only ask questions beginning Who What Where When to **gain facts**
- **Don't put words into the child, young person or adult's mouth** but note the main points carefully.
- **Reassure** the child, young person or adult and let them know they were right to tell you.
- **Tell** the child, young person or adult that this information will now have to be passed on

6.2 Involving Parents

Being open with parents is important, but whether it is safe to inform them about the concern depends on what kind of concern is being raised. Concerns about the changed behaviour or signs of unhappiness could and should be raised with parents.

If there is suspicion of any kind of abuse of the child, young person or adult the parents/family should not be informed unless and until this is agreed by the Children's Social Care Department. Similarly, if there are concerns about the immediate physical safety of a child, advice should be sought.

6.3 Recording (Writing things down)

When an individual reports possible abuse, it is important to write down what the person has said:

- Use **ONLY** the individual's words, as soon as possible afterwards. **Do not record anything**
- If a mark or injury which raises suspicion is seen on an individual it should be noted down. **Do not take any photos of any injuries**
- It is important to keep a record of **ALL** actions or correspondence taken i.e. letters, emails and telephone calls.

These records should then be kept in a secure, confidential file, which are separate to any other records. **The records are only to be accessed by the DSL, Safeguarding Officers and any external authorities in relation to dealing with any cases.** These can be kept confidential from the parents if this is appropriate to do so.

Refer to the seven golden rules for information sharing as provided by WSCB.
http://www.coventry.gov.uk/downloads/download/4461/information_sharing_guidance



6.4 Allegations or suspicions linked to an employee or sevadar

When the Police and Children's Social Care Department agree to investigate due to there being sufficient concerns, a meeting will always be held to decide what to do. The Gurdwara as the 'employer' will be invited to attend the meeting and a decision will need to be made by the Management Committee, as to who should attend the meeting. The Committee will need to decide whether the individual concerned can continue to work in the Gurdwara pending the outcome of the enquiries or if there is an investigation.

The investigations by the Police and by Children's Social Care Department look at whether there is a criminal offence which can be prosecuted and whether there is reason to be concerned about the protection of the suspect's own children and/or their suitability to work with children.

The outcome of the investigations may be that the Police and Children's Social Care Department reach the view that concerns about the behaviour of an employee or sevadar are substantiated. This may lead to a criminal prosecution. However, there may not be a criminal prosecution even though there may be concerns about the suitability of the Sevadar to work with children. The Management Committee representative at the Outcome Meeting will be made fully aware of the reasons for any remaining concerns.

As the "employer" with responsibility to safeguard children, young people and adults attending the Gurdwara the Management Committee has then to consider whether there are issues of misconduct which need to be dealt with through a disciplinary process. The Management Committee will take responsibility for making a decision about the continued employment of the individual, and/or any support, training or supervision which they may require.

This decision has to take into account any findings in the investigations by the Police and Children's Social Care Department.

The Management Committee must also act in accordance with its Duty of Care towards their employee, particularly in terms of maintaining confidentiality about the matter itself.



7. Appendices

7.1 Charities Commission Guidance

GGNP is a charity and as such will take note of the advice provided by the Charities Commission some of which is illustrated below

7.2 Guidance

If communities are charities, there are specific duties in relation to safeguarding vulnerable groups that are imposed on the trustees. They must comply with relevant guidance from the Charity Commission and relevant charity legislation. Paragraph 7 of the Charity Commission's guidance "Reporting Serious Incidents – guidance for trustees" states:

"Trustees of charities which work with vulnerable groups and children have a duty of care to their charity which will include taking the necessary steps to safeguard and take responsibility for those children and vulnerable adults. They must always act in their best interests and ensure that they take all reasonable steps to prevent any harm to them. So, it is vital that they develop, implement and monitor effective safeguarding policies and procedures".

The Charity Commission states that charities that work with vulnerable groups must put safeguards in place to protect vulnerable people from abuse and prevent abuse happening in the first place. For instance, by: -

- Making trustees, staff and sevadars aware of what abuse is, how to recognise it and how to prevent it;
- Having a clear system of reporting concerns as soon as abuse is identified or suspected;
- Responding to abuse rapidly and carrying out investigations responsibly and where appropriate, reporting incidents to the police, social services and other agencies, including the Charity Commission;
- Preventing harm and abuse with a rigorous selection and interview process, (including any necessary checks to ensure that individuals who are trustees, staff, sevadars etc. are legally able to act in positions involving vulnerable beneficiaries)
- Having a policy for safeguarding its vulnerable beneficiaries, which is kept under regular review and if an incident does occur making any necessary changes to policies, procedures and working practices to manage and minimise the risk of a further incident occurring.

Trustees have a duty to report any serious incidents to the Charity Commission. This is a wide duty and will include suspicions, allegations and incidents of abuse or mistreatment of vulnerable beneficiaries. Trustees have a duty to inform the Disclosure and Barring Service (DBS) of anyone unfit to work with children or vulnerable adults. The DSL will provide advice on approaching the DBS.

It is important to recognise that when an incident occurs and there are poor safeguarding standards at the charity concerned, this will damage public confidence and trust, not only in the relevant charity, but also in charities in general. This will be particularly the case if the trustees did not act responsibly and effectively when dealing with a case and could have, in fact, done more to prevent an incident occurring in the first place. Therefore, the



Charity Commission considers safeguarding of critical importance. The Commission states this is why trustees of charities, particularly those which work with vulnerable beneficiaries, should take their duties seriously. Indeed, if trustees have failed to protect vulnerable beneficiaries to the best of their abilities and not carried out actions to minimise the risk of abuse, the Commission may regard this as misconduct and/or mismanagement in the administration of the charity.

7.3 Local and National Contacts

<http://www.coventry.gov.uk/lscb>

Coventry Local Safeguarding Children Board (LSCB)

Email: coventryLSCB@coventry.gov.uk

Tel: 024 7683 2568

Visit: <https://twitter.com/coventrylscb>

Room 123

Broadgate House

Broadgate

Coventry

CV1 1FS

Coventry Local Safeguarding Children Board (LSCB) - LADO

Email: LADO@coventry.gcsx.gov.uk

Tel: 024 7683 3443

Visit: <https://twitter.com/coventrylscb>

Broadgate House

Broadgate

Coventry

CV1 1FS

NSPCC Child Protection Helpline: 0808 800 5000 (lines free and open 24 hours). Phone if you are worried about a child.

Child-line: 0800 1111 (lines free and open 24 hours). Phone if you are a child or young person and are worried about anything.

National Domestic Violence Helpline: 0808 2000 247 (lines free and open 24 hours). Phone if you are experiencing domestic abuse.

Samaritans Helpline: 08457 90 90 90 (open 24 hours). Phone if you feel you are struggling to cope and need someone to talk to.

Action on Elder Abuse Helpline: 080 8808 8141 (free phone Monday to Friday 9-5pm)

[Coventry Multi-Agency Safeguarding Hub](#) on 024 7678 8555.



7.4 Relevant Documents

Guidance documents

<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

Relevant legislation

This policy takes note of the following legislation:

- Children Act 1989
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Education Act 2002
- Adoption and Children Act 2002
- Female Genital Mutilation Act 2003
- Children and Adoption Act 2006
- Children and Young Persons Act 2008
- Borders, Citizenship and Immigration Act 2009
- Apprenticeships, Skills, Children and Learning Act 2009
- Education Act 2011
- Counter Terrorism Act 2015

7.5 Important Guidance Documents

- Working together To Safeguard Children 2018 and updated 2019
- Keeping Children Safe in Education 2018
- To log a concern please see Section 7.5.1



7.5.1 Recording Guidance

Logging a concern about a child, young person or adult’s safety and welfare

Part 1 (for use by any Sevadar)

Child/Young Person/Adult Name:	Date of Birth:
Date and Time of Incident:	Date and Time (of writing):
Name: Print Signature Job Title:	
Note the reason(s) for recording the incident.	
Record the following factually: Who? What (if recording a verbal disclosure by a child/young person/adult use their words)? Where? When (date and time of incident)? Any witnesses?	
Professional opinion where relevant (how and why might this have happened)	
Note actions, including names of anyone to whom your information was passed.	
Any other relevant information (distinguish between fact and opinion).	

- **Check to make sure your report is clear to someone else reading it.**
- **ALL verbal conversations should be recorded in writing and state which language it occurred in**



- **Please pass this form to your Designated Safeguarding Lead**

It is important to note that when making a referral the following information must be given.

Name and date of birth and address of the child/Young person/Vulnerable Adult.

Names, dates of births and addresses of other children in the family.

The form of abuse i.e. physical injury, neglect, sexual abuse etc.

How does the abuse manifest itself, i.e. visible physical injuries, child failing to thrive or below weight, emotional disturbance which could include aggressive or withdrawn behaviour or rejection by parents?

What the child had said to you.

What made you make the referral?

What have you directly observed and over what period of time? Is this information first or second hand?

Do the family know you are making the referral? Does the child know?

Do you believe the child is at immediate risk now/If so why?

Where the child is now.

Where the parents or carers are now.

If the child is not with you when did you see him/her last?

- Give the name and telephone numbers of the following if known:

Social Worker

General Practitioner

Health Visitor

School Nurse

School or nursery.

What are your expectations now that you have made the referral? Check that they match those of the worker you are speaking to and if not find out why.

All this information may not be available when making a referral; however, if the child is at immediate risk then a referral should not be delayed by finding the above information. If the child is not at immediate risk this information should be supplied.

7.5.2 Recording an individual's disclosure

Any discussions with the child, young person, adult should, so far as possible, adhere to the following basic principles:

- Listen to the child, young person, adult rather than directly question him or her other than to clarify what is being said
- Never stop a child, young person or adult who is freely recalling significant incidents
- Make notes of the discussion (writing accurately what was seen and heard, not a summary or interpretation of it) taking care to note the timing, setting and persons present. It is important to note facts, if it is felt relevant to note feelings or perceptions they must be clearly identified as such together with the rationale.
- No alternative explanations/wording should be offered.
- Where a child says that he/she does not want the matter to be taken further, consideration needs to be given to the age and understanding of the child and whether the child or others may be at risk of significant harm in which case action **must** be taken. You cannot promise you will not disclose what the incident is to another person(s)
- Record all subsequent events up to the time of the substantive interview.
(Completed by the Police, usually including Social Services).



Name of Sevdar:

Name of Child/young person/adult:

Date:

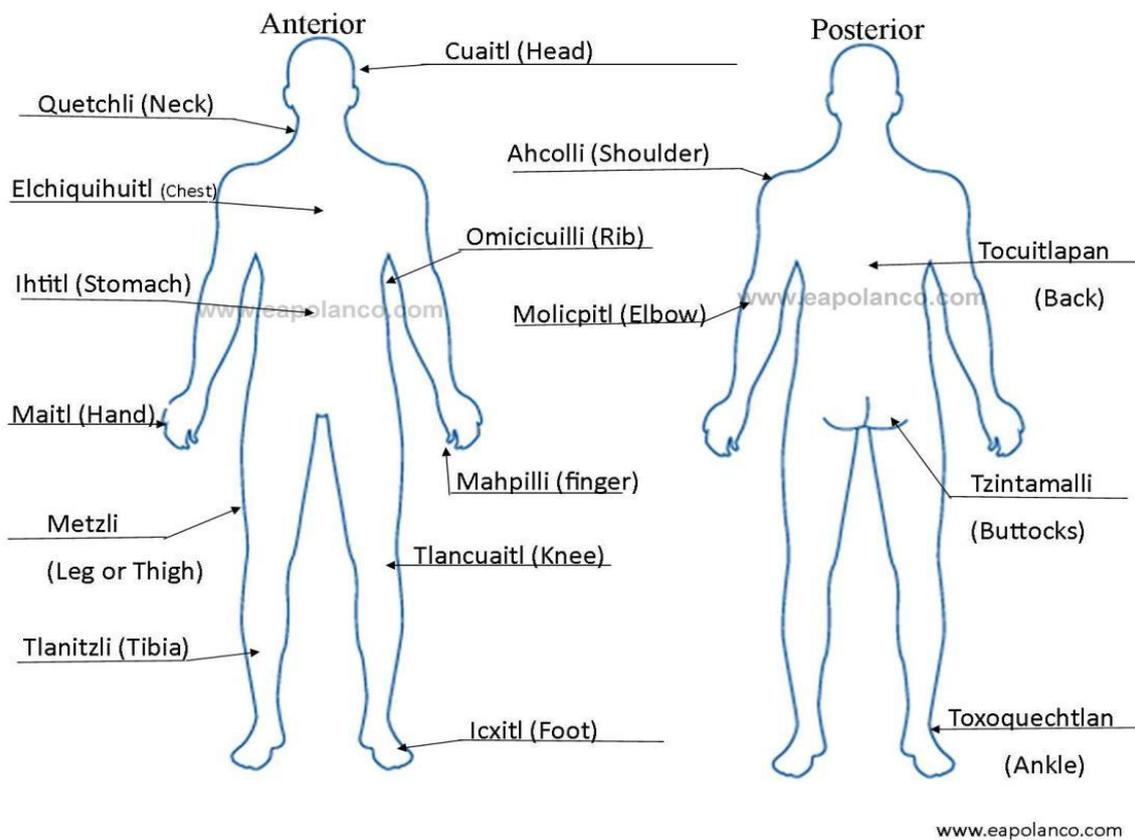
Time:

Location:

Persons Present:

7.6 Diagram of the human anatomy

To be used to document any physical signs of abuse.





7.7 Additional items

7.7.1 Preventing Radicalisation

The Counter-Terrorism and Security Act, which received Royal Assent on 12 February 2015, places a duty on specified authorities, including local authorities and childcare, education and other children's services providers, in the exercise of their functions, to have due regard to the need to prevent people from being drawn into terrorism ("The Prevent duty").

Signs and symptoms of a young person being at risk of becoming radicalised

- Spending increasing time in the company of other suspected extremists
- Changing their style of dress or personal appearance to accord with the group
- Their day-to-day behaviour becoming increasingly centered around an extremist ideology, group or cause
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause
- Possession of material or symbols associated with an extremist cause (e.g. the swastika for far-right groups)
- Attempts to recruit others to the group/cause/ideology
- Communications with others that suggest identification with a group/cause/ideology.

(Keeping Children Safe in Education July 2015)

The examples above are not exhaustive and vulnerability may manifest itself in other ways. Read the link below for more information:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/118194/chanell-guidance.pdf

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism. There is no single way of identifying an individual who is likely to be susceptible to an extremist ideology. It can happen in many different ways and settings. For further advice and support locally please email Prevent@coventry.gov.uk

7.7.2 Female Genital Mutilation

Female Genital Mutilation (FGM): professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM. There is a range of potential indicators that a child or young person may be at risk of FGM, which individually may not indicate risk but if there are two or more indicators present this could signal a risk to the child or young person. Victims of FGM are likely to come from a community that is known to practice FGM. Professionals should note that girls at risk of FGM may not yet be aware of the practice or that it may be conducted on them, so sensitivity should always be shown when approaching the subject. More information is in the link below:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/380125/MultiAgencyPracticeGuidelinesNov14.pdf

(Keeping Children Safe in Education July 2015)



FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal in the UK and a form of child abuse with long-lasting harmful consequences.

Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM.

Actions:

If staff have a concern, they should activate local safeguarding procedures, using existing national and local protocols for multi-agency liaison with police and children’s social care. Mandatory reporting has commenced from October 2015 these procedures will remain when dealing with concerns regarding the potential for FGM to take place. Where a teacher discovers that an act of FGM appears to have been carried out on a girl who is aged under 18, there will be a statutory duty upon that individual to report it to the police.

7.7.3 Mandatory Reporting Duty

Section 5B of the Female Genital Mutilation Act 2003 (as inserted by section 74 of the Serious Crime Act 2015) places a statutory duty upon teachers, along with social workers and healthcare professionals, to report to the police where they discover (either through disclosure by the victim or visual evidence) that FGM appears to have been carried out on a girl aged under 18. Those failing to report such cases will face disciplinary sanctions. It will be rare for teachers to see visual evidence, and they should NOT be examining pupils, but the same definition of what is meant by “to discover that an act of FGM has been carried out” is used for all professionals to whom this mandatory reporting duty applies.

The Mandatory reporting has commenced from October 2015. Teachers must report to the police cases where they discover that an act of FGM appears to have been carried out. Unless the teacher has a good reason not to, they should still consider and discuss any such case with the Madrasah’s designated safeguarding lead and involve children’s social care as appropriate. (KCSIE July 2015)



8. Document Information

8.1 Document control

Name	Gurdwara Guru Nanak Parkash (GGNP) Safeguarding Policy
Document Owner	Gurdwara Guru Nanak Parkash Management committee
Document Author(s)	Jatinder Singh and Navdeep Singh

8.2 Revision History

Version	Date	Change History	By
0.1	11/08/2018	1 st Draft	Manjit Kaur
0.1	21/09/2018	Reviewed draft	Jatinder Singh
0.1	23/09/2018	Reviewed draft	Balbir K Sohal
0.1	12/06/2019	Amended and formatted document	Balbir K Sohal
0.1	14/06/2019	Amended draft, Last paragraph, Page 9	Jatinder Singh
0.1	27/06/2019	Added diagram of human anatomy to appendix	Jatinder Singh
1.0	27/06/2019	Policy Final	Jatinder Singh
1.0	05/01/2021	Annual Review of Version 1.0	Navdeep Singh, Parmjit Kaur and Pavan Singh
1.1	12/01/2021	Creation of draft Version 1.1	Navdeep Singh
1.1	19/01/2021	Review of draft Version 1.1	Jatinder Singh and Daljit Kaur
2.0	26/01/2021	Creation of Final Policy V2.0	Navdeep Singh



8.3 Intended audience

Gurdwara Guru Nanak Prakash (GGNP) expects all employees and sevadar, to share this commitment and in doing so, there is a mandatory requirement that they read and follow this policy

Name	Role	Action	Owner

8.4 Review Date

Version	Name	Role	Date
1.0	Navdeep Singh Kahlon	Education Secretary/DSL (Management Committee)	05/01/2021
2.0	TBA	DSL	05/01/2022