



Title	Child Protection Policy
Purpose	The purpose of this policy is to ensure that all Maryhill Housing Association staff and Board Members are able to recognise signs of child abuse and neglect and are aware of what they should do if they are faced with a concern for a child or a young person.
Scope	<p>Board has responsibility for approving, reviewing and monitoring the outcomes of this policy.</p> <p>The Director of Operations holds the lead responsibility for this policy with responsibility for the implementation delegated to the Head of Housing.</p> <p>This policy applies to all Board and Committee members, members of staff whether employees of MHA, freelance, casual, or temporary agency staff irrespective of grade, position or length of service responsible for the management of properties within the Association.</p>
Definitions	<p>Child protection means protecting a child or young person from abuse or neglect.</p> <p>Abuse or neglect need not actually have taken place, there may instead be an identified significant likelihood of harm, abuse or neglect.</p> <p>Abuse and neglect are forms of maltreatment of a child or young person. Someone may abuse or neglect a child or young person by inflicting, or by failing to act to prevent, significant harm to the child. Children may be abused in a family or an institutional setting, by those known to them or, more rarely, by a stranger.</p> <p>Child and Young Person - The Children (Scotland) Act 1995 defines a child or young person as being 16 years of age or under. In certain circumstances, such as children or young people with special needs, or children or young people subject to supervision requirements the upper age limit for protection from abuse or neglect may be extended to 18.</p> <p>Types of Abuse</p> <p>The following definitions show some of the most common ways in which abuse may be experienced by a child but are not exhaustive. The individual circumstances of abuse will vary from child to child:</p> <p>Physical Abuse - is the causing of physical harm to a child or young person and may involve hitting, shaking, throwing, poisoning, burning</p>

	<p>or scalding, drowning or suffocating. Physical harm may also be caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child they are looking after.</p> <p>Emotional Abuse – is persistent emotional neglect or ill treatment that has a severe and persistent adverse effect on a child’s emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate or valued only in so far as they meet the needs of another person. It may involve verbal harassment of the child by criticism, threat, ridicule, taunting, or disparaging comments. These can lead to loss of confidence and self-esteem. It may involve the imposition of age or developmentally inappropriate expectations on a child.</p> <p>Sexual Abuse – is defined as any act that involves the child in any activity for the sexual gratification of another person, whether or not it is claimed that the child consented or assented. Sexual abuse involves forcing or enticing a child to take part in sexual activities whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities such as involving children in looking at, or in the production of, indecent images or in watching sexual activities, using sexual language towards children or encouraging children to behave in sexually inappropriate ways.</p> <p>This also includes child sexual exploitation, which is defined as follows; “The sexual exploitation of children and young people is a form of child sexual abuse which is often hidden, with distinctive elements of exploitation and exchange. In practice, the sexual exploitation of children and young people under 18 might involve young people being coerced, manipulated, forced or deceived into performing sexual activities or allowing sexual activities to be performed on them in exchange for receiving some form of material goods or other entity, for example, food, accommodation, drugs, alcohol, cigarettes, gifts or affection. Sexual exploitation can take place through the use of technology and without the child’s recognition.”</p> <p>Neglect – is 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. It may involve a parent or carer failing to provide adequate food, shelter or clothing, to protect a child from physical harm or danger, or to ensure access to appropriate medical care or treatment. It may also include neglect of, or failure to respond to a child’s basic emotional needs.</p>
<p>Policy Statement</p>	<p>We believe that all children and young people have the right to be cared for and protected from harm and abuse and to grow up in a safe</p>

	<p>environment in which their rights are respected and their needs met. Children and young people should get the help they need when they need it, and their welfare should always be paramount.</p> <p>We believe that staff and Board Members have a responsibility to prevent, recognise and act on child abuse and neglect</p> <p>We will make sure that all staff and Board Members understand their role in relation to protecting children and are competent in recognising and acting on abuse and neglect.</p> <p>We will promote an organisational culture of openness so that staff and Board Members can raise and report their concerns. Reporting a concern may be the first step in ensuring that a child or young person is protected.</p> <p>All children or young people whatever their age, culture, ability, gender, religious belief or sexual identity have the right to protection from abuse or neglect</p> <p>Appendix A to the policy details how the principles set out above will be applied.</p>
Approval	Board –January 2020
Policy Owner	Head of Housing
Review	<p>January 2023</p> <p>The policy may also be reviewed in light of legislation, good practice, or internal structural and process change.</p>

Appendix A

Reporting concerns

Concerns about a child or young person can arise in a number of ways, for example an accumulation of concerns, a single significant incident, observation on child/parent interaction, or information from a relative or a member of the public.

In situations where there is immediate danger

Where a member of staff or Board Member identifies a situation that requires immediate response – for example a child or young person requires urgent medical treatment, advises they feel suicidal or is subject to ongoing violence and requires assistance they should call the appropriate emergency services on 999

If a member of staff or Board Member is in immediate danger, they must leave the scene and not return until it is safe to do so

The staff member should inform their line manager immediately. Board Members should inform a member of the Association's Senior Management Team.

If the child or young person is considered to be at risk but not in immediate danger:

Members of staff and Board Members must report their concerns as soon as possible on the same working day to their line manager/Senior Management Team Member after seeing or hearing something which indicates a child or young person is the subject of - or is at risk of - neglect or abuse.

It is important that front line staff and Board Members record basic information regarding their concerns including any comments the child or young person has made and any observations witnessed by the staff or Board member.

In such instances, the staff/Board member should, as soon as reasonably practicable, make a note of the following details. This will help to clearly and accurately report what they have seen or heard to their line manager/Senior Management Team member.

- Name, address, approximate age of child or young person
- Date and time of the incident
- Reason for concern in as much detail as possible including time, date, location etc
- Any injuries observed
- Details of any witnesses
- Any personal safety issues anyone should be aware of

Staff/Board Member responsibilities

It is not the staff/Board member's role to investigate the incident in any way and on no account should a member of staff/Board Member question a child or young person who is the subject of, or is at risk of, neglect or abuse.

The responsibility of the front-line member of staff/Board Member is solely to report any concerns they may have to their line manager/Senior Management Team Member.

Members of staff and Board Members must report any concerns they have to their line manager/Senior Management Team member at the earliest opportunity on the same working day, providing as much detail as possible as outlined above. If the line manager is unavailable, concerns must be reported to another manager or the second line manager.

The line manager/Senior Management Team member is responsible for reporting details of the incident or concern to the appropriate social work team. Managers should also flag any reported incidents to a Senior Manager and may discuss or seek advice before the referral is made.

This will be done the same working day and a form AP1 (**Appendix B**) will be completed and submitted to the social work team within one working day.

Before making a referral, Managers should consider whether to speak to the parents before sharing concerns with social work or the police. In general, it is considered good practice to let parents know what we are intending to do. However, this might place the child in a more dangerous situation or prejudice the outcome of any subsequent social work or police investigation. Advice may be sought from the social work team or the police where required.

Related Issues

Adult protection

It is important to be aware when dealing with child protection concerns, if there are adults present or connected with the child, there could also be adult protection concerns. A separate Adult Protection Policy provides guidance as to the actions staff/Board Members should take in relation to adult protection concerns.

Confidentiality and GDPR

Information provided to us will normally be treated as confidential and will not be passed to a third party without the consent of the subject. However, our privacy statement states that we may disclose personal information to other agencies under certain circumstances.

This includes sharing information for the purposes of law enforcement and the statement allows us to share information with Police Scotland, Local Authority Departments and the Scottish Fire and Rescue Service

Appendix B

Maryhill Housing Child Protection Form (CP1)

A referral can be made to Glasgow City Council social services team by contacting Social Care Direct on 0141 287 0555.

The following information should be included in any referral made. If you do not have all the information you should give as much information as you can.

Child's name	
Child's Address	
Child's Date of Birth	
Parents name and current whereabouts	
Details of person making referral and involvement with the child	
What the concerns are and why they have arisen	
Any recent changes in the child's behaviour or presentation	
Details of anything the child has said which has made you concerned	
Are there other children in the household	
Are any other agencies currently involved with the child?	
Have you had any previous concerns about this child or	

other children in the household?	
Does the child have any disability or special needs?	
Are you aware of any cultural or religious factors which need to be taken into account?	
Have you told the parent(s) of your concern and if so what was their reaction?	
Any other relevant information?	

Signature

Name

Date

