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**Staffordshire and
Stoke-on-Trent
Safeguarding Children Board**

POLICY FRAMEWORK

**JOINT GLOSSARY OF KEY
DEFINITIONS AND ACRONYMS**

Section Staffs 1K / SOT A08

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Glossary of Key Definitions & Acronyms

Introduction

This document is aimed at helping practitioners who work with children and their families to understand the key terminology used within child protection legislation, statutory guidance and practice.

Safeguarding and promoting the welfare of children- The Children Act 2004 (1.20) defines 'safeguarding and promoting the welfare of children' as:

- Protecting children from maltreatment;
- Preventing impairment of children's health and development;
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
- Enabling children to have optimum life chances and to enter adulthood successfully.

Abuse and neglect are forms 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, or in an institutional or community setting, by those known to them or, more rarely, by a stranger, for example via the internet. They may be abused by an adult or adults, or another child or children.

CAFCASS - The Children and Family Court Advisory and Support Service (CAFCASS) looks after the interests of children involved in family proceedings. It works with children and their families, and then advises the courts on what it considers to be in the children's best interests. CAFCASS only works in the family courts. Examples of matters that may be taken to family courts are: when parents who are separating or divorcing can't agree on arrangements for their children; an adoption application; when children are subject to an application for care or supervision proceedings by Children's Services. Social workers employed by CAFCASS are appointed as Family Court Advisors (FCAs).

Care Order (CO) – A statutory order made under Section 31(1) of the Children Act, placing the child in the care of the Local Authority. The Local Authority shares parental responsibility with the parent.

Child and Adolescent Mental Health Services (CAMHS) - Specialist multi-disciplinary team to provide assessment and treatment for children and young people with emotional/mental health issues.

Child protection is a part of safeguarding and promoting the welfare of children. It is a specific activity that is undertaken to protect a child who is suffering, or is likely to suffer, significant harm. All agencies should proactively aim to safeguard and promote the welfare of children so that the need to take action to protect children from harm is reduced.

Child Protection Conference - A formal inter-agency meeting, following an enquiry under section 47 of the Children Act which decides whether the child is at continuing risk of significant harm and whether the child is to be subject to a child protection plan.

Child Protection Plan - The aim of the plan is to: - safeguard the children from further harm, promote the child's health and development; provided it is in the best interests of the child, to support the family and wider family members to promote the welfare of the child.

Child Protection Review Conferences -These ensure that children who are the subject of a child protection plan remain monitored and that their individual child protection plan remains valid. The first conference should be held within 3 months of the initial conference. Further reviews should take place within 6 months of each other for as long as the child's name remains subject of a child protection plan.

Child Social Work Assessment – Previously, children’s social work assessments were carried out as part of two separate processes, the initial and core assessment. The Child Social Work Assessment removes the distinction between the two so that all families are subject to a single assessment that is proportionate to their needs. Social Workers have 45 working days to complete the assessment, however it is expected that the majority of assessments will take less than 45 days to complete.

Children in Need - Children are defined as being ‘in need’, under section 17 of the Children Act 1989. They are those whose vulnerability is such that they are unlikely to reach or maintain a satisfactory level of health or development, or their health and development will be significantly impaired, without the provision of services [section 17(10)] . This includes children who are disabled.

Critical factors to be taken into account in deciding whether a child is in need under the Children Act 1989 centre upon what will happen to a child’s health or development without services being provided, and the likely effect the services will have on the child’s standard of health and development. Local authorities have a duty to safeguard and promote the welfare of children in need.

The Assessment of Children in Need and their Families (the Assessment Framework, published in 2000) sets out arrangements for undertaking assessment processes in determining whether a child is “in need” under the Act. It is the basis upon which primarily social workers will prioritise a child’s need for supportive help or services, though these are not necessarily confined to services provided by the local authority.

Children Act 1989 and 2004 (CA) – Legislation on which the protection of children is base and includes both public and private law, (family proceedings).

Children Social Care Services – The national terminology use to describe local authority services provided to children.

Core Group - Is made up of the agencies and carers with responsibility for carrying out the child protection plan following a conference. Meets monthly to discuss and monitor progress of the plan.

Department for Education (DfE) – Government department responsible for safeguarding children policies.

Emergency Duty Team (EDT) - A team of social workers who deal with emergencies out of office hours.

Emergency Protection Order (EPO) - A court order under the Children Act 1989, which last for up to 8 days. It gives the applicant parental responsibility.

Emotional Abuse – is 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 children 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 the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may include serious bullying (including cyber-bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children.

Hidden Harm – The term 'Hidden Harm' is used with reference to the impact of parental substance misuse on children and young people.

Inter-Agency Working - Agencies, organisations and individuals working together.

Interim Care Order (ICO) – Time limited court order under the CA1989 to be renewed by the court after no more than 8 weeks and then every 4 weeks.

LADO - Local Authority Designated Officer (for allegations against staff). Has the responsibility to oversee allegations against members of staff across all organisations.

Looked After Children (LAC) - Children cared for by the local authority. They may live with foster carers, other family members or in residential care.

LSCB – Local Safeguarding Children Boards are the key statutory mechanism for agreeing how the relevant organisations in each local area will co-operate to safeguard and promote the welfare of children, and for ensuring the effectiveness of what they do.

MAPPA – Multi Agency Public Protection Arrangements - support the assessment and management of the most serious sexual and violent offenders.

MARAC - Multi Agency Risk Assessment Conferences - are multi-agency meetings which focus on the victims of domestic violence where there is a high or very high risk. They aim to provide a co-coordinated response to support the victim and to link into relevant groups (e.g. MAPPA).

Multi-agency working - Agencies, organisations and individuals working together.

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. 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 or abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate carer-givers); or
- ensure access to appropriate medical care or treatment.
- Neglect may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

Performance Indicators (PIs) – Targets set by government so that local authorities can measure their performance in all aspects of service delivery.

Physical Abuse – 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.

Police Protection Order (PPO) – A 72 hour order taken by the police to protect a child in an emergency, under the Children Act 1989.

Public Law Outline (PLO) – is the legal framework for pre consideration and instigation of Care Proceedings

Referral – Term given to information gathered when an enquiry is first made to CYPS about a child or adult and a request is made for services.

Residence Order – Court order, CA1989, regarding where a child should live.

Safeguarding and promoting the welfare of children - The process of protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care which is undertaken so as to enable children to have optimum life chances and enter adulthood successfully.

Section 17 - Section 17 of the Children Act 1989 imposes a duty on Children's Services Social Care to safeguard and promote the welfare of children in their area who are in need.

Section 47 Enquiry - Section 47 of the Children Act requires the Children's Social Care Service to make enquiries about children thought to be at risk, enabling them to decide whether they need to take further action to safeguard and promote the child's welfare.

Serious Case Review (SCR) – An in-depth review of a case following the death or serious life threatening injury of a child, or a child protection issues arises that is likely to be of major public concern. This is conducted on a multi-agency basis on behalf of the LSCB.

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 a 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.

Significant Harm – The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of the child. Local authorities have a statutory duty to make enquiries to decide whether they should take action to safeguard or promote the welfare of a child who is suffering or is likely to suffer significant harm.

Sometimes significant harm arises from a single traumatic event. It may otherwise arise from a combination or series of events (acute or long-standing) which when seen in the context of others, means that the threshold for significant harm has been reached. To understand and identify significant harm, it is necessary to consider:

- the nature of harm, in terms of maltreatment or failure to provide adequate care;
- the impact on the child's health and development;
- the child's development within the context of their family and wider environment;
- any special needs, such as a medical condition, communication impairment or disability, that may affect the child's development and care within the family;
- the capacity of the parents to adequately meet the child's needs; and; the wider and environment family context.

There are no absolute criteria upon which to base a judgement of what constitutes significant harm; when determining whether the threshold for significant harm is met, professionals should take into consideration the:

- severity of the maltreatment; including the degree and extent of physical harm;
- duration and frequency of abuse and neglect;
- extent of premeditation; and
- presence or degree of threat, coercion, sadism, bizarre or unusual elements.

A court may make a Care Order (committing the child to the care of the local authority) or a supervision order (putting the child under the supervision of a social worker, or a probation officer) in respect of a child if it is satisfied that:

- the child is suffering, or is likely to suffer, significant harm; and
- the harm or likelihood of harm is attributable to a lack of adequate parental care or control.

Some children live in family and social circumstances where their health and development are neglected. For them the corrosive elements of emotional, physical and, sometimes, sexual maltreatment cause impairment to the extent of constituting significant harm. In each case it is necessary to consider the implications of maltreatment alongside the family's strengths and supports.

Where the question of whether harm suffered by a child is significant¹ turns on the child's health and development, this should be compared with that which could reasonably be expected of a similar child.

Strategy Meeting - Meeting between the social services and police and other relevant agencies to plan an investigation under Section 47. Sometimes this can be a strategy discussion by phone.

Working Together to Safeguard Children - Guidance published by the Department for Education setting out how all agencies and professionals should work together to promote children's welfare and protect them from abuse and neglect.

Youth Offender Service (YOS formally known as YOT) - Provides a range of services for young people who have committed offences or are at risk of committing offences. They are usually multi-disciplinary teams, providing reports for court and activating various orders imposed by the court to help prevent re-offending and protect the public.

List of Acronyms used with these Multi-agency Policies and Procedures:

A&E	Accident and Emergency Department
ACPO	Association of Chief Police Officers
APA	Annual Performance Assessment
ASSET	Youth Justice Assessment Tool
AWS	Army Welfare Service
BECTA	British Educational Communications and Technology Agency
CA	Children Act (1989,2004)
CAF	Common Assessment Framework
CAFCASS	Children and Family Court Advisory and Support Service
CAMHS	Child and Adolescent Mental Health Services
CDOP	Child Death Overview Panel
CEOP	Child Exploitation and On-line Protection Centre
CPS	The Crown Prosecution Service
CPSU	Child Protection in Sport Unit
CQC	Care Quality Commission
CRM	Conference and Review Manager
CSC	Children's Social Care Services
CSE	Child Sexual Exploitation
CSO	Child Safety Order
DATs	Drug Action Teams
DBS	Disclosure and Barring Service
DfE	Department for Education (previously the DCSF & DfES)
DoH	The Department of Health
DPA	Data Protection Act
EH	Early Help
EHA	Early Help Assessment
EHE	Elective Home Education
EPO	Emergency Protection Order
FE	Further Education
FF	Families First (Staffordshire only)
FGC	Family Group Conference
FGM	Female Genital Mutilation

FII	Fabricated and induced illness
GMC	General Medical Council
GP	General Practitioner
ICS	Integrated Children's System
ICT	Information and Communication Technology
IRO	Independent Reviewing Officer
ISA	Independent Safeguarding Authority
LA	Local Authority
LADO	Local Authority Designated Officer
LSCB	Local Safeguarding Children Board
MA	Multi Agency
MAPPA	Multi-Agency Public Protection Arrangements
MARAC	Multi-agency Risk Assessment Conference
MASH	Multi Agency Service Hub
MSCR	MAPPA Serious Case Review
NICE	National Institute for Health and Clinical Excellence
NOMS	National Offender Management Service
OFSTED	Office for Standards in Education, Children's Services and Skills
OPPC	Office of the Police and Crime Commissioner
PACE	Police and Criminal Evidence Act
PCT	Primary Care Trust
PSHE	Personal Social and Health Education
RSL	Registered Social Landlord
SARC	Sexual Assault Referral Centre
SCH	Secure Children's Home
SCR	Serious Case Review
SGH	Small Group Homes
SEN	Special Educational Needs
SHA	Strategic Health Authority
SRT	Safeguarding Referral Team (Stoke-on-Trent only)
SCB	Stoke-on-Trent Safeguarding Children Board
SSCB	Staffordshire Safeguarding Children Board
SUDI	Sudden unexpected death in infancy

TAF	Team around the Family
UASC	Unaccompanied asylum seeking child
UKBA	UK Borders Agency
UKHTC	UK Human Trafficking Centre
WTTSC	Working Together to Safeguard Children (2006, 2010, 2013,2015)
YJB	Youth Justice Board
YOI	Young Offender Institution
YOT	Youth Offending Team
YOS	Youth Offending Service

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