

Our safeguarding arrangements will effectively  
prevent and respond to adult abuse

# SAFEGUARDING ADULTS WORKBOOK

Modern Slavery



# Contents

	Page
<b>Introduction</b>	<b>3</b>
<b>Modern Slavery: Overview</b>	<b>5</b>
<b>Types of Modern Slavery</b>	<b>6</b>
<b>Victim Data</b>	<b>9</b>
<b>Indicators of a Potential Victim</b>	<b>11</b>
<b>The Legal Framework: Modern Slavery</b>	<b>13</b>
<b>Reporting Suspected Modern Slavery Offences</b>	<b>14</b>
<b>Useful Websites and Resources</b>	<b>15</b>
 <b>Appendices</b>	
1. Teeswide Safeguarding Adults Concern Form	16
2. Teeswide Safeguarding Adults Inter-Agency Procedure Summary	17
3. Assessment	22
4. Evaluation	24
5. Certificate of Completion	25

Revision Number	Date Approved by the Board	Change record	Links to Other Policies
1	Sept 2018 (Business Unit)		
1.1	Jan 2021 (Business Unit)	Reference to SAR workbook removed	

## Introduction

This workbook has been developed for staff and volunteers who have completed Safeguarding Adults awareness training, which may have been through attending a tutor-led course, completing an e-learning course or the TSAB Safeguarding Adults Awareness workbook. This workbook will build on your prior learning, the modules are as follows:

- The Mental Capacity Act and Deprivation of Liberty Safeguards
- Domestic Abuse
- Forced Marriage
- Female Genital Mutilation
- Prevent
- Modern Slavery
- Self-Neglect

\*Please note that the Learning from Serious Instances of Abuse Workbook is no longer available. Alternative learning can be accessed via our E-learning platform <https://www.tsab.org.uk/training/> and Safeguarding Adult Review (SAR) Learning Briefings <https://www.tsab.org.uk/professionals/safeguarding-adult-review-sar-reports/>

You must complete all sections of the workbook and return to your Manager for assessment. When you have successfully completed the workbook, you will be issued with a certificate and your training records will be updated: the workbook will be returned to you to be used as a reference tool.

In the appendices, you will find the current Teeswide Inter-Agency Safeguarding Adults Policy and Procedures for reference purposes.

The workbook has been checked for legal accuracy and is accurate as of Sept 2018. Suggested study time to be allocated to complete this module: 2 hours, which should include time accessing the recommended websites and resources.

Once you have completed the workbooks please forward the **Certificate of Completion** page to the Teeswide Safeguarding Adults Board, Business Unit, using the contact details below, who will make a record of completion and issue a certificate.

Teeswide Safeguarding Adults Board Business Unit, Kingsway House, West Precinct, Billingham, TS23 2NX Email: [tsab.businessunit@stockton.gov.uk](mailto:tsab.businessunit@stockton.gov.uk)

This workbook is aligned with nationally recognised competencies. It is based on the Bournemouth University National Competence Framework for Safeguarding Adults, **and** the MCA Competency Framework, and mapped against the

Safeguarding Adults: Roles and competences for health care staff- Intercollegiate Document issued August 2018.

On completion of this workbook, you will be able to:

### **Level 1 (Foundation)**

1. Understand and demonstrate what Adult Safeguarding is
2. Recognise adults in need of Safeguarding and take appropriate action
3. Understand dignity and respect when working with individuals
4. Understand the procedures for raising a Safeguarding Concern
5. Have knowledge of policy, procedures and legislation that supports Safeguarding Adults activity
6. Ensuring effective administration and quality of safeguarding processes.

Target groups: **Alerters and NHS Level 1 & part of Level 2**

Including: All staff and volunteers in health and social care settings, all frontline staff in Fire and Rescue, Police and Neighbourhood Teams and Housing, Clerical and Administration staff, Domestic and Ancillary staff, Health and Safety Officers, staff working in Prisons and custodial settings, other support staff, Elected Members, Governing Boards and safeguarding administrative support staff.

Although the word 'Alerter' is used here in conjunction with the national competency framework, the term 'Safeguarding Concern' was introduced in April 2015 to replace this.

### **Level 2 (Intermediate)**

1. Demonstrate skills and knowledge to contribute effectively to the safeguarding process
2. Have awareness and application of legislation, local and national policy and procedural frameworks.

Target Groups: **Responders, Specialist Staff and NHS Level 2 & 3**

Including: Social Workers, Senior Practitioners, Social Work Team Managers, Voluntary and Independent Sector Managers, Heads of Nursing, Health and Social Care Provider Service Managers, Safeguarding Adult Co-ordinators, Police Officers, Probation Officers, Community Safety Managers, Prison Managers, MCA Lead, Best Interests assessors (including DoLS), Advocates, Therapists, Fire and Rescue Officers, staff working in Multi-Agency Safeguarding Hubs.

## Modern Slavery: Overview

It is a shocking fact that while most people consider the slave trade to have ended when slavery was abolished in 1833, there are more slaves today than ever before in human history. Figures from the International Labour Organisation (ILO) suggest that there are more than 40 million people in modern slavery across the world, with nearly 25 million held in forced labour.

### Councillor Simon Blackburn

Chair, Local Government Association Safer and Stronger Communities Board (2017)

The Home Office estimated that in 2013 there were between 10,000 and 13,000 potential victims of modern slavery in the UK.

## What is Modern Slavery?

Modern slavery is an umbrella term, encompassing human trafficking, slavery, servitude and forced labour. Someone is in **slavery** if they are:

- Forced to work through mental or physical threat
- Owned or controlled by an 'employer', usually through mental or physical abuse or the threat of abuse
- Dehumanised, treated as a commodity or bought and sold as 'property'
- Physically constrained or have restrictions placed on their freedom.

**Servitude** is similar to slavery, in that a person is under an obligation to provide a service which is imposed on them, but there is no element of ownership.

**Forced work** is defined as 'work or service' which is exacted from any person under the menace of any penalty and for which the person has not offered themselves 'voluntarily' and has been found in a number of different industries including manufacturing, food processing, agriculture and hospitality.

Finally, **human trafficking** is when men, women and children are moved and forced into exploitation. The movement could be international but also within the country, from one city to another or even just a few streets.

The UK was the third most common country of origin of adult potential victims in 2016 (see page 9).

A person is a victim of human trafficking even if they haven't yet been exploited but have been moved for the purposes of exploitation.

## Types of Modern Slavery

### **Debt Bondage**

This can be present in many forms of exploitation, and can take a range of forms. Debts may arise out of the exploitation itself, for example in relation to accommodation or travel fees, with victims having little or no control over their debt and little or no way to pay it back. Costs may be deducted from their wages, leading to further debts being accrued. A person may be forced to work to pay off the debt and it can also be used as a means of controlling a victim and keeping them enslaved.

### **Domestic Servitude**

Victims work in a household where they may be ill-treated, humiliated, subjected to exhausting hours, forced to work and live under unbearable conditions or forced to work for little or no pay. In some cases forced marriage can lead to domestic servitude.

### **Financial Exploitation**

For example benefit fraud, where benefits are falsely claimed by perpetrators on behalf of their workers; bank accounts being opened in a victim's name but used by perpetrators; or workers' wages being paid directly into the exploiters own bank accounts by companies who think they are paying a worker individually.

### **Forced Criminality**

Victims can be forced to participate in a range of illegal activities including pick pocketing, shop lifting, cannabis cultivation, \*county lines exploitation and other activities. The Modern Slavery Act 2015 Provides for a defence for victims who have been forced into criminality (see page 13).

\*County lines is the police term for urban gangs supplying drugs to suburban areas and towns using dedicated mobile phone lines – these are the county lines. It involves child criminal exploitation (CCE) as gangs use children as well as vulnerable adults to move drugs and money.

### **Forced Marriage**

Where people are forced into marriage for a range of reasons, including exploiting the rights conferred on them by citizenship, or for domestic servitude.

### **Labour Exploitation**

A victim is made to work with little or no pay, and may face violence or threats. If they are foreign nationals, their passports may be confiscated by their exploiters and they may be made to live in terrible conditions and under constant threat.

## Organ Harvesting

Victims are trafficked in order for their internal organs (typically kidneys or the liver) to be harvested for transplant.

## Sexual Exploitation

Victims may be forced into sex work, pornography or lap dancing for little or no pay. They may be deprived of their freedom of movement and subjected to threats and violence.

# The Typology of 17 Modern Day Slavery Offences

<b>Labour Exploitation</b>	
<b>1</b>	<b>Victims exploited for multiple purposes in isolated environments</b> Victims who are often highly vulnerable are exploited for labour in multiple ways in isolated rural locations. Victims live on offenders' property in squalid conditions, are subject to repeated abuse and are very rarely paid.
<b>2</b>	<b>Victims work for offenders</b> Victims are forced to work directly for offenders in businesses or sites that they own or control (some offenders may be gang masters). The main method of exploitation is not paying or illegally underpaying victims.
<b>3</b>	<b>Victims work for someone other than offenders</b> Victims are employed in a legitimate and often low-skilled job, with legal working conditions, by an employer unrelated to the offenders. Most or all of the wages are taken by offenders often through control of the victim's bank accounts.
<b>Domestic Servitude</b>	
<b>4</b>	<b>Exploited by partner</b> Victims are force to undertake household chores for their partner and often their partner's relatives. If married, the marriage may have been arranged or forced and the servitude often occurs alongside domestic abuse and sexual exploitation.
<b>5</b>	<b>Exploited by relatives</b> Victims live with and exploited for household chores and childcare by family members, usually extended family. Many victims are children.
<b>6</b>	<b>Exploiters not related to the victims</b> Victims live with offenders who are often strangers. Victims are forced to undertake household chores and are mostly confined to the house.

## Sexual Exploitation

7

### Child sexual exploitation – group exploitation

Children are sexually exploited by groups of offenders. This is usually for personal gratification, but sometimes the exploitation involved forced sex work in fixed or changing locations and will include characteristics of types 9 and 10. Offenders frequently transport victims to different locations to abuse them.

8

### Child sexual exploitation – single exploiter

Similar to type 7, often involves the grooming of children and transporting them for the purposes of sexual exploitation, although the offending is carried out by one individual.

9

### Forced sex work in fixed location

Victims are trafficked and exploited in established locations set up specifically for sex work. This can include brothels or rooms in legitimate business premises (e.g. massage parlour).

4

### Forced sex work in changing location

Victims are forced into sex work where the location of exploitation frequently changes. Locations include streets, clients' residence, hotels or 'pop-up' brothels in short-term rented property. Victims are frequently advertised online.

5

### Trafficking for personal gratification

Victims are trafficked to residential sites controlled by offenders and sexually exploited for the offenders' own gratification. Some victims may be confined to the site for a long period of time.

6

## Criminal Exploitation

12

### Forced gang-related criminality

Victims are forced to undertake gang related criminal activities, most commonly relating to drug networks. Victims are often children who are forced by gangs to transport drugs and money to and from urban areas to suburban areas and market and coastal towns.

13

### Forced labour in illegal activities

Victims are forced to provide labour to offenders for illegal purposes. The most common example is victims forced to cultivate cannabis in private residences.

14

### Forced acquisitive crime

Victims are forced by offenders to carry out acquisitive crimes such as shoplifting and pickpocketing. Offenders may provide food and accommodation to victims but rarely pay them.

15

### Forced begging

Victims are transported by offenders to locations to beg on the streets for money, which is then taken by offenders. Victims are often children or vulnerable adults.

16

### Trafficking for forced sham marriage

Traffickers transport EU national victims to the UK and sell these victims to an exploiter in a one-off transaction. Exploiters marry victims to gain immigration advantages and often sexually abuse them.

17

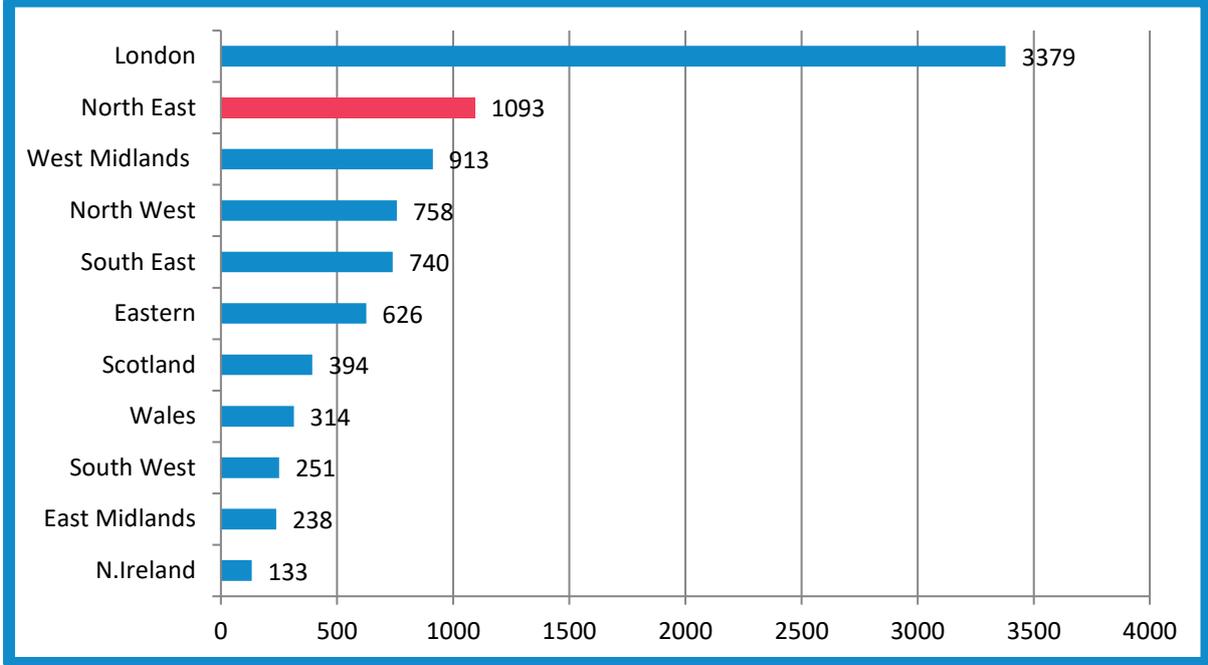
### Financial fraud (including benefit fraud)

Victims are exploited financially; most commonly their identity documents are taken and used to claim benefits. This type often occurs alongside other types.

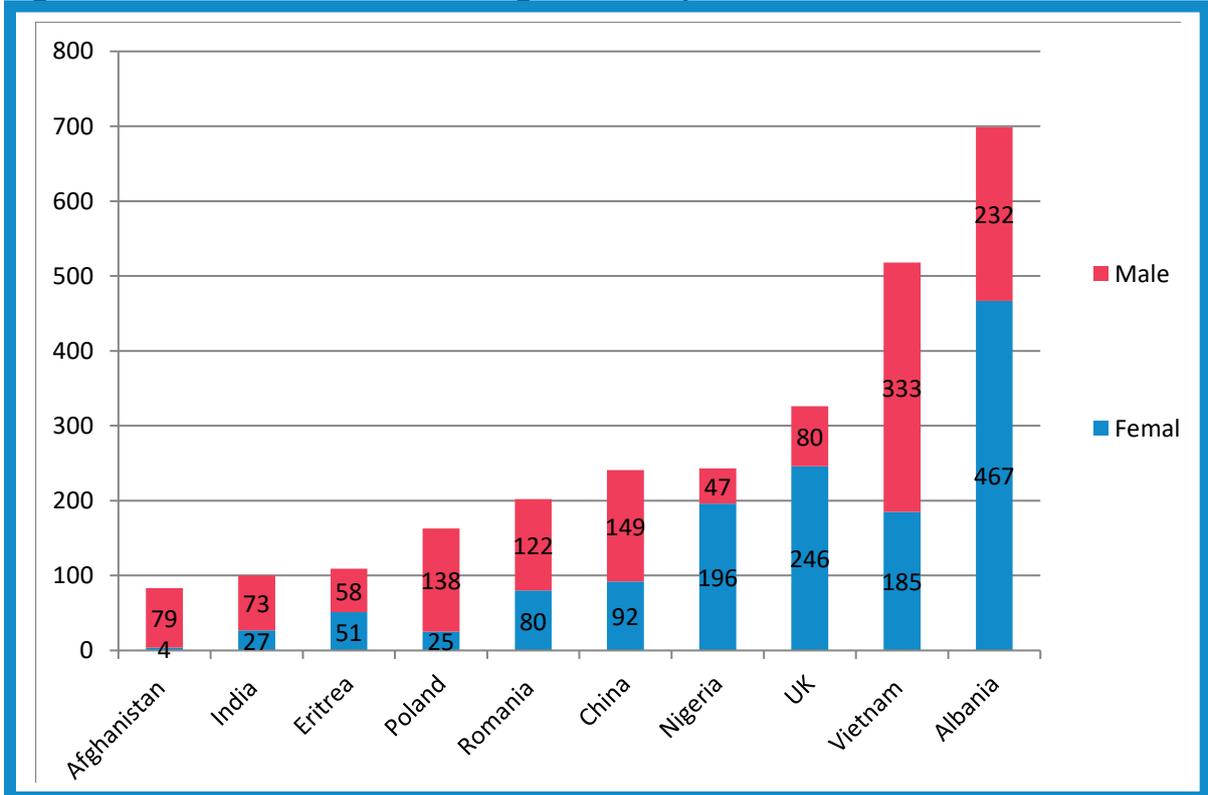
## Victim Data

9,410 people were referred to the National Referral Mechanism (NRM) between 2014 and 2016, and as depicted below (Fig 1) 12% of those were identified in the North East, which had more potential victims than Wales, Scotland and Northern Ireland combined.

**Fig 1: Region / Country of potential victims referred to the NRM between 2014 and 2016**



**Fig 2: Most common countries of origin of adult potential victims referred to NRM in 2016**



51% of victims were female and 49% male in 2016.

## Case Study

A slavery gang in Newcastle was jailed in May 2017 for a total of 32 years after trafficking and exploiting vulnerable Polish workers.

The four men were part of a £1m operation that enticed their victims from their native country to the UK with the promise of well-paid jobs.

But, when they arrived, they were forced to live in appalling living conditions, where they had to scavenge and roam the streets looking for basic furnishings such as mattresses, and were then tricked into low-paid work.

The gang then controlled their victims' finances by taking their bank cards and wages and leaving them with "pittance" to live on.

The operation was described as a "family business", and ran between June 2014 and September 2016.

During that time, the Polish victims were enticed to the North East with the promise of well-paid Jobs where they could earn at least four times their wages in Poland. But, when they arrived on Tyneside, the workers were put-up in sub-standard, cramped accommodation, which lacked basic facilities and were known as "tents".

The victims were put to work through a legitimate agency picking through litter at recycling plants, where the pay was low and the hours long.

The gang took control of their victims' bank accounts and took their wages and used abuse and violence against anyone who resisted, when the victims complained, they were physically assaulted, spat at or their families were threatened.

The victims were taken to get National Insurance numbers, they were taken to banks to open accounts, but all their documentation, and particularly their bank cards, were taken from them and withheld on very strict terms.

The victims, both men and women, were then left with just "a few pounds a week" to live on as the gang pocketed the rest.

The gang used their victims' bank accounts to launder hundreds of thousands of pounds. The Police finally became involved when one of the workers reported what had been going on and an investigation was launched.

Extracts taken from the Evening Chronicle (2017).

## Indicators of a Potential Victim

- Distrustful of authorities
- Expression of fear or anxiety (including thoughts of self-harm or suicide)
- Signs of psychological trauma (including post-traumatic stress disorder)
- The person acts as if instructed by another
- Injuries apparently a result of assault or controlling measures
- Evidence of control over movement, either as an individual or as a group
- Restriction of movement and confinement to workplace or to a limited area
- Passport or documents held by someone else
- Lack of access to medical care
- Limited social contact / isolation
- Limited contact with family
- Signs of ritual abuse and witchcraft
- Substance or alcohol misuse
- Person forced, intimidated or coerced into providing services
- Victim doesn't know home or work address
- Perception of being bonded by debt
- Money is deducted from salary for food or accommodation
- Threat of being handed over to authorities
- Threats against the individual or their family members
- Being placed in a dependency situation
- No or limited access to bathroom or hygiene facilities
- Unwanted / underage pregnancy
- Inappropriate sexual behaviour
- Sexually transmitted diseases
- Incoherent / changing account of events
- Repeating a story that you have heard elsewhere.

## Where Can Adult Victims be Found or Identified?

Victims of modern slavery can be found or identified **anywhere**. There are certain industries where they are more prevalent, such as nail bars, car washes, agriculture and fishing, building sites, warehousing, manufacturing (sweatshops) and the sex industry. Other high risk situations include when there is a need for a sudden injection of workers into the work force, such as seasonal staff or construction for a major event. However, victims may also pass through transport hubs, health services and other public places or be found in private homes.

## Victims Reaction

Victims may not recognise themselves as a victim or want to talk to the authorities or be formally referred for support. This should not prevent information about potential modern slavery being passed to the police (and completion of a Duty to Notify form for relevant organisations) which could help the police identify a crime.

Victims can be traumatised and there are a number of barriers that may make it difficult for them to come forward or co-operate with the authorities:

- Unaware they are a victim
- Unaware help is available
- Language barriers and / or mistrust in their interpreter  
(Crime gangs have been known to use corrupt interpreters)
- Controlled movement
- Fear of repercussions (for themselves or their families)
- Always accompanied by a perpetrator
- Isolation
- Feel they are still better off than in their home country situation
- Fears over immigration status
- Involvement in criminal activity
- Self-blame
- Stigma.

## The Legal Framework: Modern Slavery

### International Framework

The Human Rights Act 1998 came into force in the UK in 2000 and within Section 6, articles 4 and 5, there is a description of the legal position in relation to Modern Slavery, although this does not specifically refer to human trafficking.

The UK Government also signed the Council of Europe Convention on Action against Trafficking in Human Beings in 2007 (ratified by the UK in 2008), which led to the creation of the UK's NRM in 2009, which is a victim identification and support process. This is designed to make it easier for all the different agencies that could be involved in a trafficking case (for example, the Police, Home Office, the National Crime Agency and Local Authorities) to co-operate, share information about potential victims and facilitate their access to advice, accommodation and support.

The Convention requires that potential victims of trafficking are provided with a period of a minimum of 30 days recovery and reflection, during which they will receive support, including accommodation, subsistence and access to relevant medical and legal services, and potential eligibility for discretionary leave to remain if they are recognised as a victim. The UK provides this support to potential victims referred to the NRM for a longer period of 45 days.

### Domestic Framework

The Modern Slavery Act 2015 came into force in England and Wales in October 2015 and included a number of provisions extending existing support for victims of human trafficking (as above) to victims of slavery, servitude and forced and compulsory labour. The act also:

- Consolidates and simplifies existing offences into a single act
- Ensures that perpetrators receive suitably severe punishments for modern slavery crimes (up to and including life sentences)
- Introduces a legal defence for victims of slavery and trafficking if they have been forced into criminal activity
- Requires businesses over a certain size to disclose each year what action they have taken to ensure there is no modern slavery in their business or supply chains.

The Care Act 2014 came into force on 1 April 2015, which also specifically refers to modern slavery and the legal duties that Local Authorities have in relation to safeguarding adults.

## Reporting Suspected Modern Slavery Offences

Any public sector worker identifying a potential victim of modern slavery should follow their organisation's own safeguarding procedures. This will include filling in a National Referral Mechanism (NRM) form or Duty to Notify form, if that is part of your organisation's safeguarding procedures as a first responder organisation.

Only first responder organisations can make a NRM referral:

- The Home Office
- Local Authorities
- Police
- Poppy Project
- Trafficking Awareness Raising Alliance
- Migrant Help
- Kalayaan
- Medaille Trust
- National Crime Agency
- Gangmasters Licensing Agency
- Salvation Army.

(This list is not exhaustive).

### **Consider risks to others - 'Think Family'**

Consideration must also be given as to whether anyone else is at risk. This may include children or other adults with care and support needs. Whilst actions may be limited in relation to the individual themselves, there may be a duty to take action to safeguard others. Should there be a concern regarding children in the care of a victim of modern slavery, concerns must be reported to Children's Social Care. See: **Safeguarding and Promoting the Welfare of Adults and Children at Risk Guidance** (signposted on page 16).

Additionally, **anyone** suspecting a case of modern slavery should always report this by using one of the following methods:

**Phoning 999** if there is an immediate risk of harm.

Reporting to the **police on 101** or the **Modern Slavery Helpline on 08000 121 700** if there is not an immediate risk of harm.

The Gangmasters and Labour Abuse Authority (GLAA) on **0800 432 0804** or **0115 959 7032** (outside office hours)

**Email:** [intelligence@gla.gsi.gov.uk](mailto:intelligence@gla.gsi.gov.uk)

Modern Slavery Human Trafficking Centre on **0844 778 2406**

**You don't need to be sure** that modern slavery is taking place or fully understand the types and definitions to report your concerns.

## Useful Websites and Resources

**Care Act 2014 - Care and Support Statutory Guidance** (March 2016 update)  
<https://www.tsab.org.uk/wp-content/uploads/2015/11/Revised-Care-Act-Guidance-Annotated-Chapter-14-20160311.pdf>

**Gangmasters and Labour Abuse Authority:  
Labour Exploitation – Spot the Signs:**  
<http://www.gla.gov.uk/media/3178/spot-the-signs-glaa.pdf>

**Home Office Modern Slavery - Awareness Booklet:**  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/655504/6.3920\\_HO\\_Modern\\_Slavery\\_Awareness\\_Booklet\\_web.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/655504/6.3920_HO_Modern_Slavery_Awareness_Booklet_web.pdf)

**Home Office: Modern Slavery Resource Page:**  
<https://www.gov.uk/government/publications/modern-slavery-training-resource-page/modern-slavery-training-resource-page>

**Home Office: Victims of Modern Slavery - Frontline Staff Guidance:**  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/509326/victims-of-modern-slavery-frontline-staff-guidance-v3.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/509326/victims-of-modern-slavery-frontline-staff-guidance-v3.pdf)

**Hope for Justice:**

<http://hopeforjustice.org/>

**Local Government Association: Tackling Modern Slavery: A Council Guide:**

<https://local.gov.uk/modern-slavery-council-guide>

**Modern Slavery Helpline:**

<http://www.modernslaveryhelpline.org/>

**National Crime Agency - National Referral Mechanism**

<http://www.nationalcrimeagency.gov.uk/about-us/what-we-do/specialist-capabilities/uk-human-trafficking-centre/national-referral-mechanism>

**Presentation on Modern Slavery - National Police Conference (Nov 2017)**

<https://www.tsab.org.uk/key-information/prevention/modern-slavery/modern-slavery-presentation-from-national-police-msp-conference-nov-17/>

**Teeswide Safeguarding Adults Board's Policies, Procedures and Guidance webpage including:**

- Decision Support Guidance
- Safeguarding and Promoting the Welfare of Adults and Children at Risk Guidance

<https://www.tsab.org.uk/key-information/policies-strategies/>

**Teeswide Safeguarding Adults Board - Prevention Information Sheet:**

<https://www.tsab.org.uk/key-information/prevention/modern-slavery/>

**Teeswide Safeguarding Adults Board - You Tube Channel (Playlist):**

[https://www.youtube.com/channel/UCMxNFNZsoxlc3YZEVXisx\\_w](https://www.youtube.com/channel/UCMxNFNZsoxlc3YZEVXisx_w)

**2017 UK Annual Report on Modern Slavery - Anti-Slavery Commissioner:**

<https://www.gov.uk/government/publications/2017-uk-annual-report-on-modern-slavery>

## Teeswide Safeguarding Adults Concern Form

<https://www.tsab.org.uk/report-abuse/>

### Teeswide Safeguarding Adults Inter-Agency Procedure Summary

In accordance with the Care Act 2014, safeguarding duties apply to an adult who:

- has needs for care and support (whether or not the local authority is meeting any of those needs); and
- is experiencing, or at risk of abuse or neglect; and
- as a result of those care and support needs is unable to protect him/herself from either the risk, or the experience, of abuse or neglect

The adult experiencing, or at risk of abuse or neglect will be referred to the **adult** throughout this procedure.

	Stage of Procedure	Role	Responsibility	Maximum Timeframe	
ENQUIRY PHASE	<b>1</b>	<b>Concern</b>	<ul style="list-style-type: none"> <li>• Take immediate action to safeguard anyone at risk of abuse or neglect</li> <li>• Report and record concerns that an adult maybe at risk of abuse or neglect</li> <li>• Establish the <b>adult's</b> views, wishes if appropriate</li> <li>• Where an adult dies and abuse or neglect is suspected, a concern must be raised</li> </ul>	Person raising concern	Immediate  Inter-agency concern form completed within 1 day
	<b>2</b>	<b>Decision Making</b>	<ul style="list-style-type: none"> <li>• Decision made as to whether the Inter-agency Safeguarding Procedure is appropriate to address the concern or whether more information is required as part of the enquiry</li> <li>• Decision support guidance used to inform the decision making process</li> <li>• Ensure that the views and wishes of the <b>adult</b> are taken into account</li> <li>• Determine who will undertake the initial enquiry if not the LA</li> </ul>	Designated Officer	Within 3 days of receiving the concern

	Stage of Procedure	Role	Responsibility	Maximum Timeframe
		<ul style="list-style-type: none"> <li>Consider alternative action if safeguarding procedures are not appropriate</li> <li>Consider providing feedback to the person raising the concern.</li> <li>If the concern relates to a deceased adult, consideration to be given to raising a SAR notification</li> <li>If the adult dies after the safeguarding concern has been raised, the enquiry will continue</li> </ul>		
3	<b>Initial Enquiry</b>	<ul style="list-style-type: none"> <li>Further information gathered from identified sources in order to inform the decision as to whether to progress into safeguarding procedures</li> <li>Seek or review the <b>adult's</b> views and wishes including their desired outcomes</li> <li>Consider whether the <b>adult</b> requires an independent advocate to support them</li> <li>Consider providing feedback to the person raising the concern *</li> </ul>	Safeguarding partners; <b>adult</b> , their advocate, relative and carers	Within 3 days of receiving the concern
4	<b>Decision Making</b>	<ul style="list-style-type: none"> <li>Decision made as to whether the safeguarding procedures are appropriate to address the concern or whether more information is required as part of the enquiry</li> <li>Decision support guidance used</li> <li>Consider the <b>adult's</b> views and wishes including their desired outcomes</li> <li>Consider whether the <b>adult</b> requires an</li> </ul>	Designated Officer	Within 7 days of receiving the concern, if more time is required, the reason for the extended timescale must be recorded.

	Stage of Procedure	Role	Responsibility	Maximum Timeframe
ENQUIRY PHASE		independent advocate to support them <ul style="list-style-type: none"> <li>• Consider alternative action if safeguarding procedures are not appropriate</li> <li>• Consider providing feedback to the person raising the concern *</li> </ul>		
	5	<b>Strategy Meeting</b> <ul style="list-style-type: none"> <li>• Designated Officer co-ordinates the strategy discussion/meeting</li> <li>• Agencies invited to attend the strategy discussion to ensure they are prepared for the meeting and have the relevant information available to contribute to information sharing and decision</li> <li>• If the strategy discussion has taken place via telephone to ensure the adult is protected, then face-to-face strategy meeting will be convened at the earliest opportunity</li> <li>• Formulate a Inter-agency safeguarding plan if needed</li> <li>• Determine who will undertake the further enquiry if not the LA</li> <li>• Agree timescale for completion of enquiry</li> <li>• Involvement of the <b>adult</b>, their advocate, relative or carers to ensure that their views, wishes and desired outcomes are central to the process</li> <li>• Consider alternative action if safeguarding procedures are not appropriate</li> </ul>	Designated Officer/all attendees	Within 7 days of receiving the concern, if more time is required, the reason for the extended timescale must be recorded.

	Stage of Procedure	Role	Responsibility	Maximum Timeframe
		<ul style="list-style-type: none"> <li>Consider providing feedback to the person raising the concern *</li> <li>If a subsequent safeguarding concern is raised during an open safeguarding episode, this new concern must be explicitly considered and if necessary, a further face-to-face strategy meeting must be held</li> </ul>		
6	<b>Further Enquiry</b>	<ul style="list-style-type: none"> <li>Agencies will provide an update on actions allocated at the previous strategy meeting</li> <li>Co-ordination and collection of information about the safeguarding concern and the context in which it happened</li> <li>On-going activity to address any protection needs</li> <li>Involvement of the <b>adult</b>, their advocate, relative or carers to ensure their views, wishes and desired outcomes are central to the process</li> <li>Identified lead investigator to report back to the Progress Strategy Discussion/Meeting every 28 days if the enquiry takes more than 28 days</li> </ul>	Identified Lead Investigator	Within the timeframe agreed at the Strategy Discussion/Meeting
7	<b>Progress Strategy Discussion/Meeting</b>	<ul style="list-style-type: none"> <li>Review progress of enquiries, or if concluded evaluate the outcome</li> <li>Review the views, wishes and desired outcomes of the <b>adult</b></li> <li>Review the interim safeguarding plan</li> <li>Develop full safeguarding plan if needed</li> </ul>	All attendees	Within 28 days of the initial Strategy Discussion/Meeting

	Stage of Procedure	Role	Responsibility	Maximum Timeframe
		<ul style="list-style-type: none"> <li>Set a date for the next Progress Strategy Discussion/Meeting if needed</li> <li>Decision made to conclude Safeguarding Adults Procedures if appropriate and outcome recorded</li> <li>Consider providing feedback to the person raising the concern *</li> </ul>		
8	<b>Review</b>	<ul style="list-style-type: none"> <li>Review progress of enquiries</li> <li>Review the views, wishes and desired outcomes of the <b>adult</b></li> <li>Set a date for the next Progress Strategy Discussion/Meeting if needed</li> <li>Decision made to conclude Safeguarding Adults Procedures and outcome recorded and evaluated</li> <li>Establish and record whether the <b>adult's</b> desired outcomes have been met and to what extent (MSP Survey)</li> <li>Consider whether alternative action is required if safeguarding procedures have been concluded</li> <li>Provide feedback to the person raising the concern *</li> </ul>	All attendees, the adult, their advocate, relative and carers	Within 28 days of the Progress Strategy Discussion/Meeting

\* Particularly when the person raising the concern has an ongoing relationship with the adult

**Teeswide Safeguarding Adults Board  
Modern Slavery Workbook  
Assessment**

Notice to Learners: You should complete the following questions without any help and submit answers to your line manager.

**Question 1**

Name three types of modern slavery.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**Question 2**

Give four examples of modern slavery offences (Types).

- 1. \_\_\_\_\_  
\_\_\_\_\_
- 2. \_\_\_\_\_  
\_\_\_\_\_
- 3. \_\_\_\_\_  
\_\_\_\_\_
- 4. \_\_\_\_\_  
\_\_\_\_\_

**Question 3**

Explain four ways in which a victim of modern slavery could be identified.

- 1. \_\_\_\_\_  
\_\_\_\_\_
- 2. \_\_\_\_\_  
\_\_\_\_\_
- 3. \_\_\_\_\_  
\_\_\_\_\_
- 4. \_\_\_\_\_  
\_\_\_\_\_

**Question 4**

Name two industries where victims of modern slavery have been commonly identified.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

**Question 5**

Name two of the most common countries of origin for victims of modern slavery in 2016.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

**Question 6**

Name the key piece of legislation that has been introduced in the UK to tackle the problem of modern slavery.

\_\_\_\_\_

<b>Name</b>	
<b>Job Role</b>	

## Evaluation

### Name:

Once completed please forward the workbook evaluation (*i.e. this page*) and the Certificate of Completion) to the Teeswide Safeguarding Adults Board, Business Unit, using the contact details below, who will make a record of completion and issue a certificate. Completion records may be shared with the training leads of your commissioning organisation to ensure that your staff development record remains up to date.

**Teeswide Safeguarding Adults Board Business Unit, Kingsway House, West Precinct, Billingham, TS23 2NX Email: [tsab.businessunit@stockton.gov.uk](mailto:tsab.businessunit@stockton.gov.uk)**

<b>Why did you complete this workbook?</b>
<b>Where did you do your training?</b>
<input type="radio"/> Home <input type="radio"/> Work <input type="radio"/> Mixture
<b>Overall, how satisfied were you that the workbook gave you the information that you needed to know?</b>
<input type="radio"/> Very satisfied <input type="radio"/> Satisfied <input type="radio"/> Partly satisfied <input type="radio"/> Dissatisfied
<b>What is the most important thing you have learned from this workbook?</b>
<b>How will you use the information from this workbook in your day to day work?</b>
<b>Would you recommend this workbook to other people? Please explain.</b>
<b>Is there any aspects of the workbook you feel could be improved?</b>
<b>Manager / Supervisor: Please provide feedback on how the learner managed this learning experience.</b>

**Adult Safeguarding Workbook  
Certificate of Completion – Modern Slavery Workbook**

I have discussed the completion of the workbook with my manager / assessor.

Name *(please print)*: \_\_\_\_\_

Signature of employee: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Declaration:**

I have seen the workbook completed by \_\_\_\_\_  
*(as it will appear on the certificate)* and I can confirm that I am satisfied that they now  
have a good knowledge and understanding of modern slavery.

Name *(please print)*: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Details of Manager / Assessor:**

Job Title: \_\_\_\_\_

Organisation: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_