

# Child Exploitation Screening Tool

Guidance for completing the revised CCE/CSE screening tool



# Guidance for completing the revised CCE/CSE screening tool

This guidance is meant as help and direction for the completion of the CCE/CSE screening tool. The tool has been revised following the publication of the Gloucestershire Safeguarding Children Board Child Sexual Exploitation Commissioning Strategy 2018 and key recommendations within the Right Placement First Time sufficiency strategy 2018. It has been developed by a joint working group from Social Care, Education, Health, Police, Children's Commissioning and Youth Support, and uses best practise from other local authorities.

## What is Child Criminal Exploitation (CCE)?

Child criminal exploitation occurs where organised crime groups or individuals exploit an imbalance of power between themselves and a child or young person, to manipulate the young person into carrying out illegal activities on their behalf. This type of exploitation commonly occurs within County Lines and Modern Day Slavery, both of which interlink with a wide range of recognised vulnerabilities including child sexual exploitation (CSE), human trafficking, debt bondage, children in care and school exclusion.

Home Office guidance on criminal exploitation of young people can be found here (Sep 2018) [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/741194/HOCountyLinesGuidanceSept2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/741194/HOCountyLinesGuidanceSept2018.pdf)

It should also be noted that although the term *County Lines* has been widely adopted by professionals across the country by way of referencing this type of exploitation, there is currently no legal definition or statutory guidance specifically referencing county lines or even criminal exploitation, which can lead to misconception, misdiagnosis and miscommunication amongst practitioners. There is however specific legislation governing the offence of Modern day slavery (Modern Day Slavery Act 2015); However this legislation is not sufficiently

wide enough to capture all related offences within criminal exploitation. It is therefore recommended that practitioners faced with potential criminal exploitation should treat each case exactly as they would with any other form of abuse and follow internal professional guidelines in all cases.

Youth Justice legal centre guidance on criminal exploitation and the law can be found here (Jan 2018)

<https://yjlc.uk/wp-content/uploads/2018/01/Modern-Slavery-Guide-2018-NEW.pdf>

Gloucestershire County Council has adopted a partnership approach to *Prevent, Prepare, Pursue and Protect* our children and young people from all aspects of criminal exploitation, through the deployment of strategic interventions coordinated through operation Mamushi and Gentoo to tackle the organised and complex abuse of our children and young people.

The key elements of the tool further interlink with the strategic work of the Gloucestershire Health and Wellbeing Board through the Adverse Childhood Experiences (ACES) strategy. ACE's such as sexual, emotional, physical abuse are prevalent within the trauma experienced by CCE/CSE children and young people, which has a recognisable impact on their health and emotional well-being later in life.

The Home Office Child Exploitation Disruption Toolkit can be found here.

<https://www.gov.uk/government/publications/child-exploitation-disruption-toolkit>

## What is Child Sexual Exploitation (CSE)?

### Revised statutory definition of child sexual exploitation (Feb 2017)

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual.

Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.'

The new Working Together advice on CSE and the new definition can be found here:

<https://www.gov.uk/government/publications/child-sexual-exploitation-definition-and-guide-for-practitioners>

Both the definition and guidance document can also be downloaded from the [Gloucestershire Safeguarding Children Partnership website](#), alongside other resources for professionals including the CSE Screening Tool and guidance notes, CSE Protocol, CSE Strategy and links to both e-learning and multi-agency CSE training: In Gloucestershire the strategy also includes (where appropriate) young people who are 18-25 years, for example when the young person has already been engaged with CSE work before they are 18 years of age.

## Purpose of the screening tool, what it's for, how it will be used?

- These tools help to build a picture for the Police, Youth Service and Social Care. They can help to give an indication of concern about an individual, a district or the county, perhaps something happening in a particular school or education setting. They can help police and youth workers make connections and identify networks between young people who associate together, or through mutual acquaintances.
- You may have a lot of detail about one aspect of a young person's life, which can be very informative. Alternatively, you may know a little about lots of areas.
- Tools will be recorded and stored allowing information to be gathered over time to strengthen or clarify what is known.


### 7 key points to remember before using the tool (See Me, Hear Me Framework):

- The child/young person's interest is paramount
- Children and young people should participate in completion of the tool
- Enduring relationships and support must be provided
- Comprehensive problem profiling is vital
- Effective information sharing within and between agencies
- Supervision, support and training for staff is essential
- Evaluation and review is critical to the success of the toolkit



## Importance of completing the tool

Something has prompted your concern about a child or young person. Please complete the form. CCE/CSE may be ruled out at a later step however it may still be appropriate for the child to receive support or intervention.



**CHILD CRIMINAL AND SEXUAL EXPLOITATION Screening Tool (CCE/CSE)**

All information is treated with respect and in accordance with the Data Protection Act 1998. There is guidance about Information Sharing at the end of this form.

PLEASE COMPLETE SECTIONS 1-3 OF THIS FORM

**1) DETAILS OF PERSON COMPLETING THE FORM**



Name	
Agency and/or relationship to subject	
Telephone number	
Email address	
Address	
Date of referral	
Is the young person aware of the referral? (Please delete as appropriate)	Yes/No
Has the young person given their consent? (Please delete as appropriate)	Yes/No

**2) DETAILS OF REFERRED IF DIFFERENT FROM PERSON COMPLETING FORM**

Name	
Agency or relationship to subject	
Telephone number	
Email address	
Address	

**3. YOUNG PERSON'S DETAILS:** Please provide as much information as possible

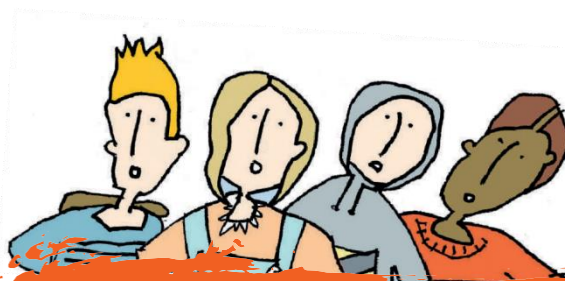
Family name (surname)	
Given (first) name(s)	
Alternative names / alias / known as	
Date of birth	
Address	
Gender	
Ethnicity	
Religion	
Languages spoken (indicate first language)	
Interpreter required? Please state language	
Physical/learning disability/additional needs?	Please state



*NB\* This screening tool is for the purpose of identifying and preventing exploitation. There is no requirement to submit a Multi-Agency Referral Form / Request for Services (MARF) in addition to this. Where there are concerns regarding other forms of safeguarding (e.g. neglect, domestic abuse etc) a MARF will need to be submitted.*

## Further advice for completing the form

- The form begins with guidance about information sharing and this is statutory guidance. For further information there is a link at the bottom of the screening tool.
- Complete as much as you can – it is not expected that every box has to be ticked. Please put down whatever evidence or information you have. Please don't delay in submitting the form in the hope of getting more information; you can always add information at a later stage if you learn more.
- If you want to update a screening tool that you have already submitted, do not start a new one from scratch. Update the existing tool using a differently coloured font.
- Detail is particularly important, so put down what you know, even if it does not seem like very much.
- If you are completing the form with the young person themselves, please choose a location that they are comfortable with; think about privacy.
- The form **MUST** be submitted as a Word document and not a PDF to enable teams to process and update.
- The Screening tool must inform the young person's assessment and plan
- The Screening tool must be updated where there is an increase or decrease in the level of risk to the child/young person, and specifically in relation to exploitation or Missing.



## 7 key points to remember whilst working through the tool

- The majority of young people involved in County Lines are highly likely to be victims as well as possible perpetrators, and should be viewed and treated accordingly by involved professionals.
- This area of work is inevitably saturated with acronyms and ‘professional’ language, and it is important to avoid this type of terminology when working with young people.
- The coercers are usually of ‘adult’ age; thereby an imbalance of power will inevitably be a prominent factor in the relationship. However peer on peer exploitation/abuse is also not uncommon.
- Parents/Carers may also be involved in the exploitation either as perpetrators or through failure to protect their child/young person.
- Both girls and boys can be victims as well as perpetrators, as well as organised groups of young people or adults.
- Children under the age of 13 and young people with learning disabilities (up to 24yrs) cannot be assessed as low risk if behaviours indicate any kind of involvement in CCE/CSE.
- Practitioners should be mindful of the importance of contextual safeguarding within CCE/CSE and be ready to conduct further assessments on individuals or sectors which have a significant influence/impact on the young person (e.g. peer group, social media, neighbourhood)

## Sections: what each section is for, what info is needed

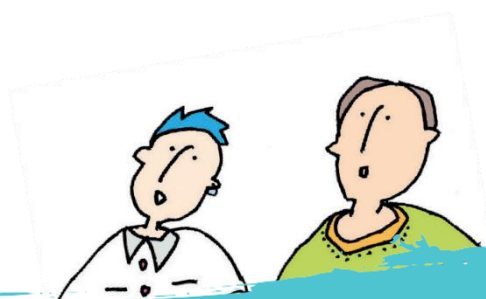
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**Section 1** – This is for the details of the person who is completing the form. It is important that we know who has submitted the form.

**Section 2** – This is for the details of the referrer if they are different from the person completing the form e.g. a social worker may complete one of these over the phone with a concerned parent. The parent would be the referrer (section 2), and the social worker would put their details in section 1. If the person referring and completing are the same, section 2 should be left blank. It is important that we know where concerns have originated. Professionals, such as teachers, are expected to complete a form for themselves, and should not expect another professional to complete it for them. However, it is reasonable that professionals might seek support and guidance to help complete the form.

**Section 3** – This is the section for recording the personal information of the young person about whom there are concerns. Please complete as much of this section as you can; it’s unlikely you’ll know everything so don’t be concerned about sections left blank. All the information that can be gathered helps builds a picture of the young person’s life. This section also asks for some back ground information about the young person’s family, health, education and social care involvement.

**Section 4** – Looked after status: this helps us understand the young person’s background and legal status, and where additional information about them might be found.



**Section 5** – This section indicates experiences that may make the young person vulnerable.

**Section 6** – This section records what the concerns are about this young person, and why CCE/CSE is suspected. Please include anything that you are concerned about; your referral may only be one part of the puzzle. Something has prompted you to complete this form, so please do log your concerns. There is a specific question regarding information about known suspects and perpetrators which is important to complete if you do know anything.

**Section 7** – A space for any additional concerns or information that you think would be useful to know regarding the young person and their circumstances.

**Section 8** – A place to write any information you have about safeguarding practices that may have been implemented (or planned) in regards to the young person.

**Section 9** – Please indicate whether you are aware of any other screening tools completed for this young people, for example substance misuse or domestic abuse. This supports work to identify children at risk at an early stage across all agencies ensuring appropriate assessments are in place and referrals to relevant services for intervention and support are made.

**Section 10** – Please do not complete these sections; this section is only for the CCE/CSE Coordinator or allocated social worker and their supervisor to complete.

If you are the allocated social worker this must be completed prior to sending it to the CCE/CSE team.

## Next steps for the completed Screening Tool

Upon completion this form may contain data categorised as ‘official sensitive’. You therefore need to be very careful when submitting the completed Screening Tool. The Screening Tool is sent to the Multi Agency Safeguarding Hub (MASH) through a secure route:

Allocated GCC social worker	Once form is recorded on Liquid Logic please send a copy to your manager to sign and then send to the CCE/CSE Tray within Liquid Logic
Internal GCC (but not the allocated social worker)	If you are an internal GCC staff member use the ‘Egress’ system to send the email securely to <a href="mailto:childrenshelpdesk@gloucestershire.gov.uk">childrenshelpdesk@gloucestershire.gov.uk</a>
Non GCC	<ul style="list-style-type: none"><li>• If your organisation has access to government secure e-mail (GCSX / PSN / .net / CJSM/ <a href="mailto:glos-care.nhs.uk">glos-care.nhs.uk</a>)) please use: <a href="mailto:Childrenshelpdesk-gcsx@gloucestershire.gcsx.gov.uk">Childrenshelpdesk-gcsx@gloucestershire.gcsx.gov.uk</a></li><li>• You can also use the ‘Egress’ system to send the email securely to <a href="mailto:childrenshelpdesk@gloucestershire.gov.uk">childrenshelpdesk@gloucestershire.gov.uk</a></li></ul>
By post	If you do not have access to any of these email addresses or systems please send the document in the post recorded delivery or deliver it by hand, marked ‘official sensitive and confidential’ and ‘For the attention of the Children and Families Helpdesk’ to Shire Hall main reception, Westgate Street, Gloucester.

## What happens when a form is submitted?

The CCE/CSE process is as follows:

### CCE/CSE process map

