**Children Abused Through Sexual Exploitation**

MINUTES OF MULTI-AGENCY SEXUAL EXPLOITATION MEETING

**AGENDA**

**Introduction to the meeting:**

This Multi-Agency Sexual Exploitation meeting (MASE) is being held under Warwickshire Safeguarding Board Procedures. A Multi-Agency Sexual Exploitation meeting (MASE) meeting is a forum to share and clarify information, establish risk, consider disruption and develop a multi-agency safeguarding and support plan to meet the needs of children and young people who are at risk of, or are being sexually exploited (including support for parents/carers).

Children/young people, parents/carers will be invited to all or part of the meeting where appropriate and depending on the circumstances and complexity of the case. There may be situations where the child and parents/carers are excluded from all or part of the meeting. This information will be shared under the restricted section of the meeting.

**Guidance Notes**

**The purpose of the meeting is to;**

* Multi-Agency Sexual Exploitation meetings (MASE) are held when a child/young person is deemed to be at risk of Sexual Exploitation. The risk will be agreed at the end of the meeting. The information gathered at the end of this meeting can contribute to the completion of the CSE risk assessment.
* Establish the child / young person’s needs and the exact nature of the concerns – identify all risks and agree on action and make recommendations to address each risk.
* Establish risks for any other children (including siblings).
* Establish whether the child is a child in need of early help, is a child in need (Section 17) and/or is suffering, or likely to suffer, significant harm (Section 47).
* Ensure that the child’s voice is heard; confirm that the child/young person has been spoken to alone and their views obtained.
* Ensure that the child/young person’s family has been engaged and their views, strengths and support needs taken into account.

**Confidentiality Statement**

* It was explained that the meeting is confidential, and a record will be made of the discussion – which is subject to access requests under the Data Protection Act.
* Information given at this meeting is confidential. Matters discussed here should only be disclosed to professional colleagues with a real need to know.
* All participants will be invited to contribute any information they have. Information not presented openly at the meeting cannot be considered in assessing risk. It is important that it is clear from individual contributions what is fact and what is opinion.
* This Authority has an equal opportunities policy. It is important that everyone at the Conference is treated with mutual respect, giving due regard to race, religion, language, culture, gender, sexuality and disability. Discriminatory attitudes, opinions or language expressed at this meeting will be challenged.
* Members should challenge partners, when appropriate, to ensure that each rganization plays its part collectively and effectively to ensure the best outcomes for the child or young person.
* All members will sign a confidentiality form at the start of each meeting based on the following statement: *All information discussed is strictly confidential and must not be disclosed to third parties. All documents circulated in connection with the meeting are to be considered restricted documents and must not be disclosed to third parties. The retention of all documentation in a secure location is the responsibility of the receiving agency. If disclosure is sought to a third party then permission must be received from the Chair/Co-Chair of the meeting.*

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| **Name of child/young person:** |  |
| **ID No:** |  |
| **Address:** |  |
| **Date of Birth:** |  |
| **Gender:** |  |
| **Ethnicity:** |  |
| **Specific Needs arising from disability, culture:** |  |
| **Case Status (S47/CP/S17/CIN)** |  |

**Family Details**

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| **LAC (Include details)** |  |
| **Person’s with Parental Responsibility:** |  |
| **Address: Mother****Address: Father** |  |
| **Significant Others:** |  |

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| **Date of this Meeting:**  |  |
| * **Reason for convening a MASE meeting:** *Referral details/Clarification of presenting concerns*
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| ***Attendees and Agencies:**** **Family and Young Person, if appropriate**
* **Children’s Team Manager**
* **Police**
* **CSE, Missing and Trafficked Children Team**
* **Health**
* **Education**
* **Other agencies involved with the child/ young person**
* **Child/Young person to the appropriate part of the meeting**
* **Parent**
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| 1. **Child’s Developmental Needs and Parenting Capacities**

*If the YP is allocated and already known within other procedures, then a brief overview of case history/status by the Social Worker and Significant Incidents to be shared.*  |
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| 1. **CSE and Missing profile**

*As there could be a link between CSE and Missing, consideration to be given to the number of recorded missing episodes, consider duration as well as the number. RHI’s completed, Intel gathered from RHI such as address/locations found. CSE case update, if the case is already allocated. Criminal behaviours whilst missing? Associations.****Consideration to be also given to;**** *Pull factors (accommodation, food, gifts or drugs) and Push factors (children / young people escaping from situations where their needs are neglected and there is exposure to unsafe individuals).*
* *Evidence of a child / young person manipulating or forcing other children / young people into sexual activity with adults.*
* *Concerns about trafficking.*
* *Sexual health concerns.*
* *Family awareness / response to risks (including parents / carers co-operation).*
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| 1. **Potentially Involved adults**:

Any named associates or addresses relating to Missing/CSE and trafficking concerns *Details of any suspected perpetrators, any access they have to children in their family, personal life or employment*. *Known associations.* *Any risk to other children / young people.**Multi-agency disruption tactics.* |
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| 1. **Additional considerations**

***Involvement of groups of children*** *Where there is knowledge or suspicion that children are involved together or being controlled by the same person there will need to be:** *Consideration of the need for the a Complex Strategy Meeting, to be chaired by the CSE, Missing and Trafficking Team to ensure a consistent chair for the meetings.*
* *Efforts made to ensure that the strategy meetings and/or multi-agency planning meetings on different children result in consistent plans.*

***Looked After Children involved in sexual exploitation****Consideration to be given to the following additional factors;** *Risks to other children in placement.*
* *Whether the placement is suitable*
* *The feasibility of controlling the child’s movements and the likely effects of doing so.*
* *The appropriateness and method of informing the child’s parents (if a child is accommodated, parent/s must be informed of all significant matters. If a child is subject to a Care Order, generally parent/s should be informed and the reason for any decision not to inform them should be detailed).*
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| 1. **Evidence of Child Trafficking**

*The recruitment, transportation, transfer, harbouring or receipt of a person under the age of 18 for the purpose of exploitation* |
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| **RESTRICTED- as appropriate**1. **Any information that should be restricted from the young person or the family**
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| 1. **Any known risks associated with home life:**

*Key danger/harm factors (relevant information indicating a possible or actual pattern or history of significant harm).**Complicating factors (concerning parenting and environmental factors).**Protective factors / strengths (factors that help the child / young person to be safer).**Grey areas (matters / issues of insufficient detailed information / disputed).* |
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| 1. **Updates from relevant professionals, including Police**
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| 1. **Child/Young Person’s views**

**It is anticipated that these will be shared throughout**  |
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| 1. **Parent’s/Carer’s views**

**It is anticipated that these will be shared throughout**  |
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| 1. **Disruption Tactics**

*Discuss possible disruption tactics; Media Campaigns, police stop and search, harbouring notices, intel forms to police, addresses to check, number plates, mosaic checks, network updates, hotspots of activity, use of police protection powers, parents monitoring of social media/phone activity etc*  |
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| 1. **Summary of Discussion and concerns outstanding:**

*CSE risks/ trafficking risks appear present? Push and pull factors that remain unresolved. Missing risks, are they likely to increase?**Risk discussion to be held to include risks and strengths in the child’s circumstances; what is the agreed level of risk following the risk discussion?**The outcome of the meeting may be that:**Based on the risk discussion, please multi-agency professional opinion of risk or harm:** *CSE currently not a factor at this time/concerns relate to age appropriate behaviors*
* *Evidence of vulnerability to sexual exploitation*
* *Evidence of being groomed or targeted for the purposes of sexual exploitation*
* *Evidence that child is being sexually exploited*

*On the balance of probability (This phrase has been explained to mean more likely than not).**Please highlight is evidence of other forms of exploitation is identified;**Evidence of other form(s) exploitation e.g. drug trafficking, trafficking\*, modern day slavery**Please note that the threshold for referral to National Referral Mechanism (*[*NRM*](http://www.nationalcrimeagency.gov.uk/about-us/what-we-do/specialist-capabilities/uk-human-trafficking-centre/national-referral-mechanism)*) is that there are reasonable grounds to believe the individual is a potential victim of human trafficking and modern slavery and if your assessment has identified reasonable grounds then a referral should be made to the NRM.* |
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| 1. **Checklist**
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| ***As a minimum, a yes or no must be answered to the following;***  |  |
| **If a number of young people are identified, is there a need for a complex strategy meeting?** |  |
| **Is it relevant to give consideration to S20 accommodation/proceedings in relation to the YP? Or to seek legal advice?** |  |
| **Is a safety plan required with care givers/ child to make the situation safe?** |  |
| **Missing Trigger Plan***The Missing Trigger plan is a separate document to be completed by the Social Worker, but with the agreement of the attendees at the meeting of what some of the action points will be. The following actions must be recorded as being completed, with timescale.* | **Within 24 hours of the meeting** |
| **Do the police have an up to date photo of YP?** *Especially if concerns re going missing (To be shared in agreement with those who share parental responsibility/ LA’s agreement)* |  |
| **Consider the need for Police investigations?**  |  |
| **National Referral Mechanism (NRM) to be completed, a copy of the NRM to be sent to the CSE team** | **Within 48 hours of the meeting**  |
| **Is the completion of the CSE risk assessment required? If this has not been completed already.** | **5 days of the meeting** |
| **Any consideration to issue Harbouring/Child Abduction Notices? Who will provide a statement to the Police to initiate this?** |  |
| **Is a Warning Indicator loaded on Mosaic if YP is at risk of CSE/ trafficking and relevant classifications loaded?** | **On the day of the meeting** |
| **Completion of the Victim Support Trial Risk Assessment and Support Plan?** |  |
| **Co-ordinate actions, where appropriate, with other processes such as MARAC and MAPPA.** |  |
| **Agree a date to review the plan** |  |

***Determine specific action points based upon the checklist above and the push and pull factors that remain outstanding.***

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| ***Outcome:*** |
| * ***The young person and family can be supported through Early Help services.***
* ***The young person may be supported through a Child in Need Plan.***
* ***There is a need to invoke Child Protection procedures or review the existing Child Protection Plan.***
* ***There is a need to review and change the existing Care Plan.***
* ***There is a possibility of criminal action against an adult.***
* ***Co-ordinated multi-agency support is required to support and divert the child from involvement in sexual exploitation, this will be outlined in a plan/or added to existing plans with clear lead officers and timescales.***
* ***There is insufficient information at this stage, but concerns remain, interim action needs to be taken and further assessment is required.***
* ***The meeting changing to a Strategy Discussion due to a decision to initiate a Section 47 enquiry.***
* *All action planning must be SMART (individual responses need to be clear).*
* *The focus of any safety plan and of direct interventions should be the reduction of specific risks which are causing concern.*

***In planning any intervention, the MASE meeting must;**** *Treat the child / young person primarily as a victim of abuse and consider the need for immediate protection*
* *Identify the strategies required to help the child / young person exit exploitation*
* *Plan to assess the specific risks and need of any child / young person in contact with those who abuse children*
* *Consider the Police role to investigate and prosecute those who coerce, exploit and abuse children.*

**Decisions / Recommendations:** |

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| **Outcomes** |  |  |
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| **Actions** | **Who is responsible** | **Time scale** |
| 1. **Child/young to be supported on a CIN/CP/LAC basis?**

**MASE plan to be reviewed as part of the existing plans in place? Timescales for reviews?** |  | **Review timescales to be agreed (6 weekly at minimum)** |
| 1. **CSE Risk Assessment to be completed.**
 |  | **Within 5 working days.** |
| 1. **Missing Trigger Plan to be completed and shared with Police/Coordinator.**

**Police to add to compact.** *The Missing Trigger plan is a separate document to be completed.* |  | **Within 24 hours of the meeting**  |
| **4. National Referral Mechanism (NRM) to be completed.** |  | **Within 48 hours of the meeting**  |
| **5. A notification of the outcome of the National Referral Mechanism (NRM) to be sent to the Police and CSE team.****Social worker must ensure that any information is also fed into the NRM team to allow an up to date assessment of the circumstances to take place.** |  | **Once received/ updated as required** |
| **6. Develop a safety plan with care givers/ child to make the situation safe? Consider if a Trafficking Safety Intervention Plan needs to be completed** (including support for parents/carers) – ensuring actions are allocated to relevant professionals. |  | **Within 48 hours** |
| **7. CSE team to offer an intervention to reduce the risks?*** Make a decision as to who will undertake direct work with the child or young person to enable recovery.
 |  | **Timescales for initial visits** |
| **8.**  Co-ordinate the arrangements and develop a plan for the child / young person’s safety with any criminal investigation. Consider if the completion of a **Completion of the Victim Support Trial Risk Assessment and Support Plan?**This is to be shared with the child/ family and professionals | **Social Worker/ CSE Social Worker** |  |
| **9. Timescales for monitoring visits?** |  |  |
| **10. Police investigations? Who will take the lead?**Consider the Police role to investigate and prosecute those who coerce, exploit and abuse children.*Consider the likelihood prosecution of relevant adults and where prosecution is not likely; consider a range of alternate action against perpetrators (disruption).* |  |  |
| **11. Social Worker/ professionals to share any CSE intelligence with the Police by the completion of the CSE intelligence form to ensure an accurate picture of intelligence is being built?****In the event of disclosures, PVP1 to be submitted?***Share information pertaining to a suspected perpetrator(s) with Police (ie. Car registration, nickname/alias, descriptions/tattoos, premises/locations, etc).* |  |  |
| **12. Actions outlined for parents such as reporting the child missing? Consider if the expectations need to be highlighted in a working agreement?** |  |  |

**Authorised by:**

**Chair of Meeting**

**Countersigned by Operations Manager**

**(If different from above)**

**Date:**

**Copies to person (s) with parental responsibility**

**Date given:**

**Copies Distributed to:**