

Manchester Safeguarding Boards

One Chance Rule

Manchester's Forced Marriage & 'so called' Honour Based Violence & Abuse Protocol 2018 to 2020

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MSAB

MANCHESTER SAFEGUARDING
ADULTS BOARD

MSCB

MANCHESTER SAFEGUARDING
CHILDREN BOARD

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Manchester's Safeguarding Adults Board (MSAB) and Safeguarding Children Board (MSCB) are multi-agency partnerships made up of a wide range of statutory, independent and voluntary agencies and organisations. These all work together to keep children, young people and adults, particularly those who are more vulnerable, safe from the risk of abuse, harm or exploitation

1.0 Introduction

This protocol has been developed to assist professionals and community groups working with children and adults in Manchester to respond to disclosures of forced marriage and 'so called' honour based violence and abuse.

It is important that this protocol is used alongside any existing safeguarding policies and procedures within your organisation.

Forced marriage and 'so called' honour based violence and abuse is a safeguarding issue; it is a form of child abuse, domestic violence and abuse and a breach of human rights. It can affect men as well as women, some may have disabilities and others may be spouses from overseas. It is therefore important to safeguard any child, young person or adult who may be, or has been subjected to a forced marriage or 'so called' honour based violence and abuse.

2.0 Definitions

The United Nations views forced marriage as a form of human rights abuse, since it violates the principle of freedom and the autonomy of individuals. This is acknowledged under the United Nations' Declaration of Human Rights, article 16(2): [Article 16](#):

- (1) men and women of full age, without any limitation due to race, nationality or religion, have the right to marry and to found a family. They are entitled to equal rights as to marriage, during marriage and at its dissolution
- (2) marriage shall be entered into only with the free and full consent of the intending spouses
- (3) the family is the natural and fundamental group unit of society and is entitled to protection by society and the State.

2.1 Forced marriage

Forced marriage is a marriage conducted without the valid informed consent of one or both parties, where some element of duress is a factor.

You have the right to choose who you marry, when you marry or if you marry at all. Forced marriage is when you face physical pressure to marry (for example, threats, physical violence or sexual violence) or emotional and psychological pressure (e.g. if you are made to feel like you are bringing shame on your family).

Forced marriage is illegal in England and Wales; this includes:

- taking someone overseas to force them to marry (whether or not the forced marriage takes place)
- marrying someone who lacks mental capacity to consent to the marriage (whether they are pressured to or not).

Forcing someone to marry can result in a sentence of up to 7 years in prison.

2.2 Arranged marriage

In arranged marriages, the families and both spouses are taking a leading role in arranging the marriage but the choice of whether or not to accept the arrangement remains with the prospective spouses.

2.3 Domestic Abuse

The government defines domestic abuse as:

any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality.

This can encompass but is not limited to the following types of abuse:

- psychological
- physical
- sexual
- financial
- emotional
- coercion and controlling behaviour.

(HM Government Multi-agency Practice Guidelines: Handling Cases of Forced Marriage 2014¹)

This definition, which is not a legal definition, includes 'so called' honour based violence, female genital mutilation (FGM) and forced marriage; and is clear that victims are not confined to one gender or ethnic group. The Government definition also outlines the following:

Controlling behaviour is: a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is: an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.

The Serious Crime Act 2015 ([the 2015 Act](#)) received royal assent on 3 March 2015. The Act creates a new offence of controlling or coercive behaviour in intimate or familial relationships (section 76). The new offence closes a gap in the law around patterns of controlling or coercive behaviour in an ongoing relationship between intimate partners or family members. The offence carries a maximum sentence of five years' imprisonment, a fine or both.

2.4 'So called' honour based violence & abuse

'So called' honour' based violence and abuse (HBVA) is where the person is being punished by their family or their community. They are being punished for actually, or allegedly, undermining what the family or community believes to be the correct code of behaviour. In transgressing this perceived code of behaviour, the person shows a lack of conformity, thus bringing shame and

¹ www.gov.uk/government/publications/handling-cases-of-forced-marriage-multi-agency-practice-guidelines-english

dishonour to the family who have failed to control them and ensure that they behave in a manner befitting the expectations of their community.

The reason for this perceived dishonour can be anything from refusing to enter an arranged marriage; seeking a divorce - even from an abusive partner/spouse; initiating a relationship that the family does not approve of; being the victim of a sexual assault or even gossip. The mere perception that a person has behaved in a way that 'dishonours' their family is sufficient to trigger an attack on their life. The 'so-called' honour attacks can take the form of beatings, abductions or murder.

"It can be distinguished from other forms of abuse, as it is often committed with some degree of approval and /or collusion from family and community members. Victims will have multiple perpetrators not only in the UK: HBV can be a trigger for a forced marriage".
(HM Government Multi-agency Practice Guidelines: Handling Cases of Forced Marriage 2014²)

2.5 Adults with care and support needs

The [Care Act 2014](#) helps to improve people's independence and wellbeing. It makes clear that local authorities must provide or arrange services that help prevent people developing needs for **care** and support, or delay people deteriorating such that they would need ongoing **care** and support.

'Adult safeguarding' is working with adults with care and support needs to keep them safe from abuse or neglect. It is an important part of what many public services do and a key responsibility of local authorities.

Safeguarding is aimed at people with care and support needs who may be in vulnerable circumstances and at risk of abuse or neglect. In these cases, local services must work together to spot those at risk and take steps to protect them.

2.6 The Force Marriage Unit guidance for professionals

The government is committed to ensure that professionals who are made aware of a forced marriage victim have the training and guidance they need to provide effective advice and support.

The Force Marriage Unit (FMU) has created:

- Multi-agency practice guidelines: Handling cases of forced marriage - provides step-by-step advice for frontline workers, including health professionals, educational staff, police, children's social care, adult social services and local authority housing
- Multi-agency Statutory Guidance for dealing with forced marriage - provides guidance for all persons and bodies who exercise public functions in relation to safeguarding and promoting the welfare of children and vulnerable adults
- free forced marriage e-learning for professionals - the modules aim to enable professionals to recognise the warning signs and ensure that appropriate action is taken to help protect and support all those at risk.

Find these at www.gov.uk/guidance/forced-marriage

² www.gov.uk/government/publications/handling-cases-of-forced-marriage-multi-agency-practice-guidelines-english

3.0 Possible Indicators of Forced Marriage

Figure 1: Indicators



4.0 Working with children, young people and adults

4.1 One Chance Rule

All practitioners working with potential victims of forced marriage and Honour Based Violence and Abuse (HBVA) need to be aware of the **'One Chance' Rule**. A practitioner may only have **One Chance** to speak to a potential victim and have **One Chance** to save a life.

This means that all practitioners working within statutory agencies need to be aware of their responsibilities and obligations when they become aware of potential forced marriage cases. If the victim is not offered support following disclosure, that **One Chance** opportunity may be lost.

DO:

- take them seriously
- see them immediately and alone
- conduct a risk assessment
- respect their wishes and reassure them about confidentiality

DO NOT:

- send them away
- approach members of the family
- approach members of the community
- attempt to mediate
- share information without consent.

For young people under the age of 18 years, it will be appropriate to deal with the situation as a children's safeguarding issue.

4.2 Identifying forced marriage

Information about forced marriage may have been provided by the victim, a friend, relative or other agency. Forced marriage issues may also become apparent through careful questioning in the course of investigating other incidents or crimes such as domestic abuse, assault, abduction or missing persons. The person concerned may not have thought that they were a victim of forced marriage and have only recently begun to question what has happened to them.

Alternatively, the person may be seeking help as they know the intention is for their family to force them into marriage. Coercion is likely to have been used with one or both spouses, by family members, friends and the wider community. This may include: threats of violence, being held against their will, emotional threats and other forms of coercion and harassment, such as preventing the person from going out unaccompanied.

There is a common misconception that forced marriages are confined to certain religious groups and cultures, but this is not the case. The practice of forced marriage can happen regardless of ethnicity, culture, religion, disability, age, gender and sexuality. Any person can find themselves in a situation where they are offered no choice but to proceed with the marriage.

The primary concern is for the safety of the victim. The nature of forced marriage is such that agencies may have only **One Chance** to respond to the needs of the victim. Ultimately to fail to do so may result in injury or death.

4.3 Initial reporting

Any individual or agency who receives information, or has reason to believe that a child, young person or vulnerable adult is at risk of, or subject to, a forced marriage has a duty to contact :

Greater Manchester Police:
Emergency **Tele: 999**
Non-emergency **Tele: 101**
www.gmp.police.uk/

MCC Contact Centre
Tele: 0161 234 5001
Email: mcsreply@manchester.gov.uk

The allocated social worker must bring all safeguarding referrals/concerns regarding forced marriage to the attention of:

- MCC Head of Adult Safeguarding & Governance (if an adult with care and support needs)
- MCC Children and Families Locality Manager (if a child).

4.4 The danger of involving the family and community

Involving families or communities in cases of forced marriage is extremely dangerous

- **DO NOT** use family members, friends, community leaders or neighbours as interpreters, despite any reassurances from this known person
 - where the person's first language is not English, or there are any communication difficulties, the services of an accredited interpreter should be sought
- it may increase the risk of serious harm to the victim; the family may not only punish them for seeking help but also deny that the person is being forced to marry, expedite any travel arrangements and bring forward the marriage
- involving the family includes visiting the family to ask them whether they are intending to force their child to marry or writing a letter to the family requesting a meeting about their child's allegation that they are being forced to marry; **this is to be avoided at all costs**
- it is important that agencies do not actively initiate, encourage or facilitate family counselling, mediation, arbitration or reconciliation, whether offered by community groups, religious or professional groups.

4.5 Confidentiality

It is important that agencies work together to help victims: inevitably, this **will involve** sharing information safely and on a 'need to know' basis. Do not share information with members of the person's family, others within their community or members of the public. If professionals are being pressured to disclose confidential information this matter should be brought to the attention of their immediate line manager for action.

A breach of confidentiality could lead to the death of the victim

4.6 Consent

Note:

- a child's consent is not needed - **do not** inform parents /family
- non consent for referral can be overridden if an adult has been assessed to lack capacity or is at risk of serious harm or death.
- if non consent cannot be overridden, provide the victim with useful contacts (see [Appendix 6](#))

5.0 Good practice guidance

Following a forced marriage disclosure it is the responsibility of the referrer to secure as much information as possible regarding the situation and the individuals involved

5.1 General action to be taken

Forced marriage cases can involve a variety of complex and sensitive issues that should be handled by a child or adult protection specialist who, where possible, should also have additional expertise in forced marriage.

Statutory guidance on forced marriage states that all organisations should have 'a nominated lead person with overall responsibility for safeguarding children, protecting adults with care and support needs or victims of domestic abuse – the same person should also be the lead on forced marriage'. Where possible, front line staff should contact this specialist immediately.

However, there may be occasions when they will need to gather some information from the person to establish the facts themselves and assist the referral.

5.2 First steps in all cases:

- see them **immediately** in a secure and private place where the conversation cannot be overheard
- see them on their own – even if they attend with others
- explain all the options to them
- recognise and respect their wishes
- perform a risk assessment – there are a number of risk assessment tools available, including CAADA/DASH, however it will be best to use a tool as guided by your specific agency
- contact a trained specialist (forced marriage specialist) as soon as possible
- if the young person is under 18 years of age, refer them to the designated person responsible for safeguarding children and activate local safeguarding procedures
- if the person is an adult with support needs, refer them to the designated person responsible for safeguarding vulnerable adults and activate local safeguarding procedures
- if an adult discloses to an NHS professional that they are in a forced marriage situation and states that they do not want any further action taken regarding this, their rights as a patient would need to be respected and patient confidentiality maintained, no reports or referrals made etc. (this is also the case for rape and domestic abuse)
- reassure the victim about confidentiality where appropriate i.e. that practitioners will not inform their family

- establish and agree an effective method of contacting the victim discreetly in the future, possibly using a code word to confirm identity
- obtain full contact details that can be forwarded to a trained specialist
- where appropriate, consider the need for immediate protection and placement away from the family.

When referring a case to other agencies, ensure that they are capable of handling the case appropriately. If in doubt, approach other established organisations that work with survivors of domestic abuse and forced marriage and request further advice and support to take it forward.

Note that:

- circumstances may be more complex if the person is lesbian, gay, bisexual or transgender, so refer to the appropriate organisations
- British Embassies and High Commissions can only provide consular assistance to British nationals, dual nationals, or in certain circumstances EU or Commonwealth nationals
 - this means that if a non-British national leaves the UK to be forced into marriage overseas, the British Embassy or High Commission will not be able to provide any form of consular assistance
- if you are still in doubt, feel free to ask the [Forced Marriage Unit](#) for further advice.

NEVER

- **send them away**
- **approach members of their family or the community - unless it involves a learning disability victim and you need to work alongside the family in assessing capacity**
- **share information with anyone without the victim's express consent**
- **breach confidentiality – unless there is an imminent risk of serious harm or threat to life of the victim**
- **attempt to be a mediator or encourage mediation, reconciliation, arbitration or family counselling.**

5.3 Good practice

- inform them of their right to seek legal advice and representation
- if necessary, record any injuries and arrange a medical examination
- provide personal safety advice
- develop and agree a **safety plan** (refer to section 6) in case they are seen, i.e. prepare another reason why you are meeting
- establish if there is a family history of forced marriage, e.g. have siblings been forced to marry in the past
 - other indicators may also include domestic violence, self-harm, family disputes, unreasonable restrictions (e.g. withdrawal from education or 'house arrest') or missing persons within the family
- advise the victim not to travel overseas and/or discuss the difficulties they may face
- identify any other potential criminal offences that may have been committed and refer to the police if appropriate
- provide advice on the further service or support they should expect and from whom
- ensure that the victim has the contact details for an identified specialist
- maintain a full record of the decisions made and the reason for those decisions

- information from case files and database files MUST be kept securely and preferably be restricted to named members of staff only
- refer the victim, with their consent if over 18, to other recognised local and national support groups with a history of working with victims of domestic abuse and forced marriage.

5.4 Information required for all cases

Ideally, all information should be gathered by a police or social services trained specialist. However, there may be occasions when a person is going overseas imminently and as it is an emergency, an education or health professional may need to gather as much information as possible from the victim. [Appendix 1](#) sets out a checklist to support this.

In these cases, the information gathered should be passed on to the police, social care services and the Forced Marriage Unit.

All information should be stored in accordance with safeguarding children and adult protection policies and procedures.

All practitioners working with victims of forced marriage and honour-based violence need to be aware of the **One Chance** rule. That is, they may only have **One Chance** to speak to a potential victim and thus they may only have **One Chance** to save a life. This means that all professionals working within statutory agencies need to be aware of their responsibilities and obligations if they come across forced marriage cases.

If the victim is allowed to walk out of the door without support being offered, that **One Chance** could be lost. The case may be reported by a third party or the person under threat - whoever reports the case, you should obtain details of:

- the person making the report, their contact details and their relationship with the individual under threat
- the person under threat including key information detailed below.

Forced marriage victims are at considerable risk of rape, physical harm, and death. Under no circumstances should any individual or individual organisation conduct an initial investigation or assessment of suspected cases of forced marriage without specialist advice.

Any intervention should be via a safeguarding planning or strategy meeting coordinated by the respective safeguarding leads for Children's/Adult's Services/GMP.

Further agency specific guidance is available from
www.gov.uk/guidance/forced-marriage

6.0 Safety planning

Research shows that leaving home is the most dangerous time for women/men experiencing any form of domestic abuse and this is often the case when someone flees a forced marriage.

If someone is planning to leave, or the perpetrators suspect they might leave, they should take measures to ensure their safety. Even if someone is not ready or willing to leave they should still be advised of their options and helped with safety planning, so they can take measures to protect themselves at home and make arrangements to leave home in an emergency.

Good safety planning practice:

- if the person decides to leave the situation, establish where they would feel safe
- arrange alternative emergency accommodation should the need arise
- establish a safe means by which contact may be made with them e.g. a mobile phone that will function overseas
- advise the person to change their contact telephone numbers or write them back to front
- agree a code word with the victim which will facilitate contact or action without alerting parents, carers etc.
- provide the person with helpline numbers they can contact in the event they need help, feel unsafe, are uncomfortable or hurt and advise them to have a telephone card or change for urgent phone calls
- establish who would be able to send them money if necessary
- advise them on how to open a separate / secret bank or savings account in their name
- advise them to leave copies of important documents such as passport, National Insurance Number and birth certificate with police, social care or a trusted friend
- advise them to leave spare clothing and cash etc. with a trusted friend
- if the person is going abroad, establish their address and a return date, ask that they contact you on their return
- refer the person, with their consent, to appropriate support groups & counselling services (with a history of working with survivors of domestic abuse and forced marriage)
- encourage the person to mix up their schedule or daily routine
- advise the person to take different routes on the way to work, college, school, home etc.
- advise the person to walk with friends and try not to be alone
- **ensure the person knows to ring 999 in an emergency.**

Many people who remain in contact with their families once they have left home continue to be subjected to emotional pressures. This may include stories about the illness or death of parents, relatives or siblings. If such a message is received police / social services should check the validity of the information if the person wishes.

Further information on safety planning is available on the [EndtheFear](#) website

Appendix 1: sequence of actions

DISCLOSURE		
ONE CHANCE		
1. REFER TO:	2. GATHER INFORMATION	3. PLACE OF SAFETY
Police MCC contact centre	check list Appendix 2 ↓	Risk assess DVA referral
SAFETY PLANNING		
If risk of FM or taken abroad Forced Marriage Unit	4. CONVENE MEETING check list Appendix 3 ↓	
	5. HOLD MEETING check list Appendix 4 ↓	
PROTECTION		
Police protection Forced Marriage Protection Order Emergency Order /Use of courts		

Appendix 2: Information gathering checklist

Refer to www.gov.uk/guidance/forced-marriage for agency specific guidance

KEY INFORMATION TO BE CAPTURED:	<input checked="" type="checkbox"/>
1. INITIAL CONTACT	
Date of report	
Full name of person under threat (include nicknames and family names)	
Full details of the allegation	
Details about any threats, abuse or other hostile action against the person, whether reported by the victim or a third party	
The nature and level of risk to the safety of the person (e.g. is she pregnant? Do they have a secret boyfriend or girlfriend? Are they already secretly married?)	
Are any other family members at risk of forced marriage or is there is a family history of forced marriage and abuse	
THE PERSON:	
Age / date and place of birth	
Nationality (check if dual nationality)	
Passport(s) details	
School or employment details	
National Insurance number	
NHS number	
Driving Licence number	
Name and address of parents or those with parental / carer responsibility	
Any further background information e.g. schools attended, involvement with adult or children's social care, doctors or other health services	

KEY INFORMATION TO BE CAPTURED:	<input checked="" type="checkbox"/>
A recent photograph and any other identifying documents; document any other distinguishing features such as birthmarks and tattoos etc.	
SAFETY PLANNING:	
List of friends and family who can be trusted and their contact details	
Establish an agreed code word to ensure persons handling the case are speaking to the right person	
Establish a way of contacting them discreetly that will not put them at risk of harm	
2. IF THE PERSON IS AT RISK IS GOING OVERSEAS IMMEDIATELY	
A photocopy of their passport <ul style="list-style-type: none"> encourage them to keep details of their passport number, including the place and date of issue 	
Estimated return date - ask that they contact you without fail on their return	
Written statement by the person stating they want the police, adult or children's social care, a teacher or a third party to act on their behalf if they do not return by a certain date	
Details of the third party in order to maintain contact in case the person contacts them whilst overseas or on their return	
As much information as possible about their family - ensure this is gathered discreetly and includes:	
<ul style="list-style-type: none"> father's and/or mother's name address where they may be staying overseas potential spouse's name (if known) date of the proposed wedding (if known) name of the potential spouse's father (if known) addresses of the extended family in the UK and overseas details of any travel plans and people likely to accompany them names and addresses of any close relatives remaining in the UK 	
SAFETY PLANNING:	
A safe means by which to contact them e.g. a mobile phone	
Information that only they would know (if the victim is a British national, this may assist any subsequent interview at an Embassy/British High Commission in case another person of the same age and gender is produced pretending to be them)	
3. ADVISE THE FORCED MARRIAGE UNIT	
Report details of the case, with full family history, to the Forced Marriage Unit (FMU) www.gov.uk/guidance/forced-marriage	
Provide contact details of the agency and professional handling the case	
Encourage the person to get in touch with the Forced Marriage Unit directly – they will provide advice and support to anyone who fears they may be forced to marry	
Reassure them that the FMU will only disclose information if a Data Protection Act exemption applies; for example to the police and social services where a child or young person is suffering or at risk of suffering significant harm <ul style="list-style-type: none"> information will not be provided to friends, family or other third parties without consent, irrespective of how concerned they say they are 	
REMEMBER:	
If the family are approached, they may deny that the person is being forced to marry; they may move the individual concerned to another location, or expedite any travel arrangements and ultimately bring the marriage forward	

KEY INFORMATION TO BE CAPTURED:	<input checked="" type="checkbox"/>
The person may be a dual national and have two passports; or if they are under 18 years they may be listed on their parents' foreign passport	
British Embassies and High Commissions can only provide consular assistance to British nationals or, in certain circumstances EU or Commonwealth nationals <ul style="list-style-type: none"> this means that if a non-British national leaves the UK to be forced into marriage overseas, the British Embassy or High Commission will not be able to assist them. 	
4. ADDITIONAL PRECAUTIONS IF OVERSEAS TRAVEL IS UNAVOIDABLE:	
Advise them to contact the Forced Marriage Unit	
Advise them to take: <ul style="list-style-type: none"> a mobile phone that will work overseas and which they can keep hidden emergency cash (local currency) contact details of someone there they can trust to help them the contact details of the agency and professional handling their case 	
Encourage them to provide details of a trusted friend/advocate in the UK who they will be keeping in touch with, who can act on their behalf and whom you can approach if they do not return <ul style="list-style-type: none"> establish contact with the friend or advocate before the person departs and request that the friend or advocate makes a written statement of their support 	
Ascertain whether they are dual nationals, as they may have two passports <ul style="list-style-type: none"> remind them about the implications of dual nationality 	
If they are a British national, encourage them to memorise a telephone number and e-mail address of the British Embassy or British High Commission <ul style="list-style-type: none"> supply the address and contact number for the nearest British Embassy or High Commission 	
If they are not a British national, advise them to contact the FMU, who can provide details of reliable NGOs overseas and the details of the Embassy of their own nationality	

Appendix 3: Convening a Safeguarding planning meeting

Following receipt of the referral, Children's Social Care/Adult Services will convene a safeguarding planning/Strategy meeting, in the form of a face-to-face meeting within **one working day**. Refer to the Safeguarding Planning / Strategy meeting checklist in Appendix 4.

To convene a safeguarding planning meeting	<input checked="" type="checkbox"/>
<p>The need for immediate protection and placement away from home must be considered. If the victim is in immediate danger, then protective action must be taken, either through:</p> <ul style="list-style-type: none"> • Police Protection or • an application for an Emergency Protection Order or • equivalent adult protection measures • NB extended family members are not an option for placement and it may be that the placement needs to be out of the local authority area in order to protect the victim 	
<p>Advice regarding decisions relating to legal proceedings should be sought from the Local Authority Legal Adviser</p>	
<p>Where the professionals involved in the safeguarding planning/Strategy meeting consider the victim is not in immediate danger, arrangements should be made for:</p> <ul style="list-style-type: none"> • a Section 47 (child) enquiry or • equivalent (adults' Making Safeguarding Personal) to be undertaken and • for the victim to be provided with information on rights, choices and support services in relation to forced marriage. 	
<p>At the close of the planning /Strategy meeting a date should be agreed to reconvene and discuss the outcomes from the Section 47 (child) enquiry or equivalent (adults)</p> <ul style="list-style-type: none"> • this meeting can be reconvened earlier should circumstances dictate • at the end of the Strategy meeting attendees should be provided with a photocopy of the Record of Statement, which should be read carefully and signed • any disagreement with the plan should be included on the Strategy document. 	
<p>Minutes from the planning /Strategy meeting should be circulated as soon as possible after the meeting</p> <ul style="list-style-type: none"> • at the very least, the decisions and recommendations from the meeting should be circulated to all those in attendance within one working day 	
<p>Parents of children should be informed of actions by the investigating team, unless to do so would place the victim at risk</p> <ul style="list-style-type: none"> • if protective action has been taken, parents are not to be informed of the victim's whereabouts. 	
Medical Assessment	
<p>If it is necessary to arrange an investigative Medical Assessment for emotional or physical illness, or to give attention to injuries, this should be undertaken with the necessary consents:</p> <ul style="list-style-type: none"> • there must be consideration as to whether using a medical practitioner from the local ethnic community may jeopardise or threaten the security of the victim • this should apply to all practitioners in the multi-agency workforce and not just medical practitioners • if potential risk is identified then medical assistance is to be sought through another route. 	

Appendix 4: Safeguarding planning / Strategy meeting checklist

Prepare for planning / Strategy meeting:	<input checked="" type="checkbox"/>
Invites to:	
<ul style="list-style-type: none"> • Chair: senior SW or SW manager 	
<ul style="list-style-type: none"> • Health representative 	
<ul style="list-style-type: none"> • Police representative 	
<ul style="list-style-type: none"> • Education - relevant school representative 	
<ul style="list-style-type: none"> • IDVA/DV&A/FM specialist 	
<ul style="list-style-type: none"> • any significant other representative 	
Agree time and venue	
Take copy of strategy document and agenda to the meeting	
NB: During school holidays information can be obtained from the Educational Case Work Service at caseworker.referrals@manchester.gov.uk	
Planning /Strategy meeting / record:	
Grade 8 or above in Children's Services to chair the meeting	
SW completes the planning /Strategy meeting document	
record who was invited as well as who attended	
Any disagreements to the meeting and any arrangements for escalation should be clearly recorded	
Medicals:	
Coral Suite: if a medical is being considered ring the duty Paediatrician on the designated telephone number for referrals ONLY: 0161 232 4220	
<ul style="list-style-type: none"> • if the medical is felt to be urgent, and needs to be completed that day and it is too late to conduct a medical at the Coral Suite, the duty Paediatrician will liaise with the relevant hospital doctors 	
<ul style="list-style-type: none"> • if the medical can wait until the following day an appointment will be agreed for the Coral Suite 	
Conclusion of meeting:	
All attendees to sign document clearly putting name and organisation	
Copies of the document to be made and given to all present	
<ul style="list-style-type: none"> • if a medical is to be arranged - copy made to give to Paediatrician conducting the medical 	
Telephone Strategy discussions:	
Meeting document to be completed by social worker	
Meeting document to be signed off by a Team Manager	
<ul style="list-style-type: none"> • copies given to Business Support to send to Health (Senior Nurses), Police and Education (relevant school) 	

Appendix 5: Greater Manchester Police policy guidance

Policy Statement

GMP is committed to giving victims of 'honour' based violence (HBV) and forced marriage (FM) a level of service that gives them the confidence to report incidents. 'Honour' based violence and forced marriage are a form of domestic abuse and, when dealing with incidents, officers and staff must always keep this at the forefront of their minds and deal with incidents taking cognisance of this policy and the domestic abuse policy. It should be noted, however, that although the new definition of domestic violence treats people aged 16 and over as adults, GMP will continue to deal with any forced marriage or 'honour' based violence incident as a child protection matter if it involves people under the age of 18.

HBV can impact on individuals in numerous ways and many victims suffer serious assault and even death at the hands of family members. GMP is committed to developing responses that keep people safe and hold perpetrators to account without stereotyping, stigmatising or making assumptions about any given individual or community.

Aims:

- to investigate all reports effectively, to bring offenders to justice and hold them accountable for their actions
- to develop responses that keep people safe and hold perpetrators to account without stereotyping, stigmatising or making assumptions about any given individual or community
- to give victims the confidence to report incidents and keep them safe from further risk of harm
- to deal with victims of 'honour' based violence effectively and by conducting thorough risk assessment processes with victims, endeavour to reduce the likelihood of future harm, including homicide, serious injury and acts of violence.

(ref: Forced Marriage and 'Honour' Based Violence Policy & Procedure GMP April 2014)

www.gmp.police.uk/

Appendix 6: Useful telephone numbers and links

<p>Greater Manchester Police: www.gmp.police.uk/</p> <ul style="list-style-type: none"> • Emergency Police response – 999 • Non-emergency Police response – 101
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<p>To make a referral to MCC Children or Adult Social Services/ MASH:</p> <ul style="list-style-type: none"> • Manchester City Council Contact Centre • Tele: 0161 234 5001/ 255 8250 (Fax: 0161 255 8266) • Email: socialcare@manchester.gcsx.gov.uk or mcsreply@manchester.gov.uk

Further help, advice and guidance		
Organisation:	Email / website:	Tele:
The Forced Marriage Unit	fmufco.gov.uk	020 7008 0151
Home Office Multi –Agency Practice Guidelines	www.gov.uk/forced-marriage	
South Manchester Law Centre:	www.smlc.org.uk	0161 225 5111
Manchester Women’s Aid	www.womensaid.org.uk	0161 660 7999
Saheli Asian Women's Project	www.saheli.org.uk	0161 945 4187
St Mary's Sexual Assault and Referral Centre (SARC)	www.stmaryscentre.org	0161 276 6515
No Recourse To Public Funds Team	manchester.fsd.org.uk	0161 226 8131
Victim Support	www.victimsupport.org.uk	0845 4568800
Greater Manchester Domestic Abuse Helpline/End the Fear	www.endthefear.co.uk	0161 636 7525
24hr Women’s Domestic Violence Helpline	www.nationaldomesticviolencehelpline.org.uk	0808 2000 247 (Freephone)
Southall Black Sisters	www.southallblacksisters.org.uk	020 8571 9595 /0800
Honour Network Helpline	www.karmanirvana.org.uk/help-line	0800 5999 247
Karma Nirvana	www.karmanirvana.org.uk	0800 5999 247
NSPCC	www.nspcc.org.uk	0800 800500
Citizen's Advice Bureau	www.manchestercab.org	0844 4111 222
MSB Forced Marriage and Honour Based Violence resource	www.manchestersafeguardingboards.co.uk/resource/forced-marriage/	
MSB Domestic Violence & Abuse resource	www.manchestersafeguardingboards.co.uk/resource/domestic-violence-abuse/	
Forced marriage e-learning	www.endthefear.co.uk	
GMSP Forced Marriage and Honour-Based Violence advice	greatermanchesterscb.proceduresonline.com/forced_marriage	