



# AN INTRODUCTION TO SAFEGUARDING IN THE HORSERACING INDUSTRY

Workbook and Accredited Learning Programme



© British Horseracing Authority, 2018

This resource is copyright under the Berne Convention. All rights are reserved. Apart from any fair dealing for the purposes of private study, criticism or review, as permitted under the Copyright, Designs and Patents Act 1988, no part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form without the prior written permission of the copyright owner. Enquiries should be addressed to the British Horseracing Authority.

All photography © British Horseracing Authority, unless otherwise stated.



British Horseracing Authority  
75 High Holborn  
London  
WC1V 6LS

General enquiries:  
Tel: 020-7152 0000  
Email: [info@britishhorseracing.com](mailto:info@britishhorseracing.com)  
Website: [britishhorseracing.com](http://britishhorseracing.com)

Design and Typeset:



93190

# INTRODUCTION

**This workbook has been designed to support the training and development of participants and new entrants to the racing industry.**

It can be used to develop an understanding of the basic skills required to work in the industry and will also help candidates identify and collect evidence. This is needed for the assessment and to complete the learning programme.

Each chapter broadly relates to aspects of safeguarding required by someone starting, or progressing, their careers in the industry.

Each chapter is supported by a series of 'self tests'. These are designed to encourage the development of knowledge and understanding and presents this in a form that can then be assessed.

It is **not** intended as an expert's comprehensive manual. Instead, it offers a practical guide for all those involved in providing racing experiences, or working with children and adults at risk.

It aims to help you to increase your awareness about safeguarding and child protection, to recognise the signs of abuse and poor practice, and subsequently deal sensitively and effectively with any issues that arise.

It also prompts you to review your own practice to ensure you provide a positive and enriching experience for those you work with, and that your behaviour is always beyond reproach.





---

# CONTENTS

---

<b>Chapter 1</b>	Understand the definition of safeguarding and why it is important within the horseracing environment	1
<b>Chapter 2</b>	Understand the importance of protection of children and adults at risk	7
<b>Chapter 3</b>	Identify different types of abuse	11
<b>Chapter 4</b>	Have an awareness of interpretation of different signals when it comes to identifying abuse	17
<b>Chapter 5</b>	Awareness of issues relating to safeguarding	23
<b>Chapter 6</b>	Actions and reporting	29

## CHAPTER 1

# UNDERSTAND THE DEFINITION OF SAFEGUARDING AND WHY IT IS IMPORTANT WITHIN THE HORSERACING ENVIRONMENT

**This chapter provides an overview of safeguarding in the horseracing industry and what should be done to protect children and adults at risk in this sector.**

By studying this chapter you will gain a knowledge and understanding of safeguarding policies and processes in the horseracing industry, including:

- Have an awareness of British Horseracing Authority (BHA) safeguarding policy and related guidance.
- Define the context of safeguarding and child protection so that individuals recognise the importance of the subject to themselves and others.
- Understand personal responsibilities in relation to the safe living experience and duty of care in horseracing.
- Have an awareness of the Government's PREVENT strategy in relation to radicalisation and counter-terrorism.

## BRITISH HORSERACING AUTHORITY SAFEGUARDING POLICY

**The British Horseracing Authority (BHA) is committed to ensuring the welfare of children and adults at risk within racing. The Authority expects all persons to share this commitment and maintain appropriate standards and behaviour in their dealing with children and adults at risk.**

This Safeguarding Policy addresses the following:

- The BHA's key safeguarding principles.
- Who is covered by this Safeguarding Policy?
- Abuse.
- Inappropriate relationships with young people and adults at risk.
- Reporting safeguarding concerns.
- The BHA's response to reports of safeguarding concerns.
- The BHA's approach to information sharing.
- Safer recruitment practices, contracting for services, and criminal record checks.
- Useful contact details and sources of further information.

This Safeguarding Policy will be supported by the introduction of:

- a *BHA Safeguarding Code of Conduct*, setting minimum expected standards of behaviour across the sport; and
- the *BHA Safeguarding Regulations*, enabling the BHA to support the aims of this Safeguarding Policy, with disciplinary and enforcement action where necessary.

In addition, the BHA will produce guidance and facilitate training in relation to safeguarding issues. Minor amendments will also be made to the licensing system to promote knowledge and understanding in this important area and to ensure that licensees are fully aware of and bound by the *BHA Safeguarding Regulations*.

The BHA will monitor the impact and effect of the introduction of these safeguarding measures, and changes may be made over time to reflect best practice and experience.

The full BHA safeguarding policy can be found via the following link: [tinyurl.com/y79uqjm2](https://tinyurl.com/y79uqjm2)



## WHAT IS SAFEGUARDING?

Safeguarding means protecting adults at risk or children from abuse or neglect. It ensures that people are supported to get good access to healthcare and stay well.

The Sport and Recreation Alliance defines safeguarding as the process of protecting children and adults from harm by providing safe and effective care. It includes all procedures designed to prevent harm.

Everyone who engages in sport whether they are a volunteer, participant, spectator or an elite athlete should never have to worry about abuse or harassment.

It is also everyone's responsibility to safeguard children and adults. Everyone has a role to play in keeping others safe and people should know what to do if they have any concerns.

### Children includes everyone under the age of 18.

The Safeguarding Vulnerable Groups Act was passed in 2006. It came after two young girls were murdered by their school caretaker in Soham, England. The Disclosure and Barring Service (DBS) enables organisations in the public, private and voluntary sectors to make safer recruitment decisions by identifying candidates who may be unsuitable for certain work, especially that involve children or adults, and provides wider access to criminal record information through its disclosure service for England and Wales.

The DBS was formed in 2012 by merging the functions of the Criminal Records Bureau (CRB) and the Independent Safeguarding Authority (ISA) under the Protection of Freedoms Act 2012.

It is a legal requirement in the UK for regulated activity employers to refer safeguarding concerns to the DBS. It is illegal for anyone barred by the DBS to work, or apply to work with the sector (children or adults) from which they are barred. It is also illegal for an employer to knowingly employ a barred person in the sector from which they are barred.

People working in regulated activity may need to undertake an Enhanced DBS Check. The flow chart on the facing page will be a helpful guide.

**Note:** Useful information about regulated activity and criminal record checks can be found at [gov.uk/government/collections/dbs-eligibility-guidance](http://gov.uk/government/collections/dbs-eligibility-guidance)

## CHILD PROTECTION

It is important to note that safeguarding and child protection are different. Child protection is part of the safeguarding process and is about protecting individual children identified as suffering or likely to suffer significant harm.

The Government released guidelines in Working Together to Safeguard Children (HM Government, 2018) which outlines the duties of all organisations that work with children. This includes a glossary that will help you identify the meaning of key terms often referenced in relation to safeguarding.

There is also Government advice on what to do if you're worried a child is being abused: advice for practitioners which has tips on how to identify the signs of child abuse and neglect and the action to take. However, remember if you are not a safeguarding practitioner your main responsibility is to report any concerns to the appropriate person. For example, a Welfare Officer or Lead Safeguarding Officer who can be contacted at the BHA, British Racing School, Northern Racing College or Racing Welfare.

But please remember, if you think a child is in immediate danger you should call the police on 999. You can also ring the NSPCC helpline on 0800 800 5000 straight away if it relates to a child.

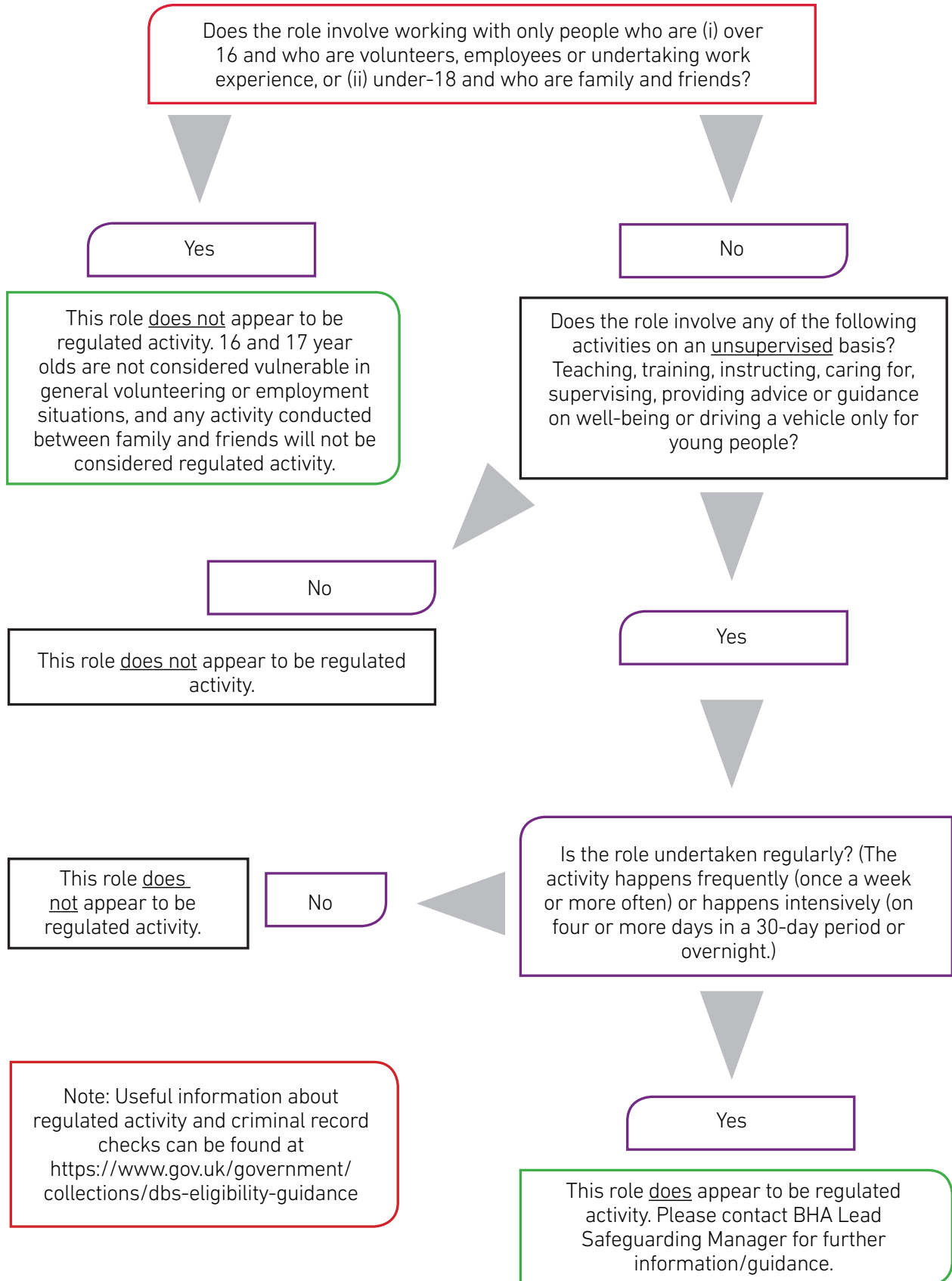
## SAFEGUARDING RESPONSIBILITIES

It is everyone's responsibility to adhere to safeguarding policies and procedures. Employers, employees and those connected with British Horseracing must make sure that the way they work with or deal with young people, or adults at risk, keeps them safe and does not place them at an unacceptable risk of harm. This can be done through:

- establishing, implementing and following good safeguarding policies and procedures including safe recruitment
- ensuring all staff, volunteers and connections are aware of and follow the organisation's safeguarding policies and procedures
- ensuring all relevant staff and volunteers receive child protection training.



# REGULATED ACTIVITY FLOWCHART



## DUTY OF CARE

When children and young people are involved in organised sports activities and are to any extent under the care and/or control of one or more adults, the adult(s) have a duty to take reasonable care to ensure their safety and welfare. The duty occurs in two ways:

### A Legal Duty of Care and A Moral Duty of Care

The **Legal Duty of Care** might arise where there is a foreseeable risk of harm and no (or insufficient) action has been taken to remedy that risk, with the result that the harm occurs. More specific duties may also be prescribed, for example, in health and safety legislation.

The **Moral Duty of Care** is more correctly a responsibility for safety and welfare. Members of staff have a responsibility for those children and young people, and other staff, who are under their control.

\* Source: CPSU.

## POOR PRACTICE

Poor practice is behaviour of an individual in a position of responsibility which falls below the organisation's required standard (typically as described in the club/organisation's Code of Conduct). Poor practice may not be immediately dangerous or intentionally harmful to a child, but is likely to set a poor example.

Poor practice is potentially damaging to the individual, the organisation and to children who experience it. For example, coaching with alcohol on the breath, smoking, swearing in front of children, or not paying due care and attention to participants all constitute poor practice.

Poor practice can sometimes lead to, or create, an environment conducive to more serious abuse. It may also lead to suspicions about the individual's motivation, even where no harm is intended. For example, if a coach is giving one child too much attention, regularly transports children in their car, or encourages physical contact with children without obvious justification.

## THE IMPORTANCE OF FOLLOWING SAFE PRACTICES IN THE WORKING ENVIRONMENT

Health and safety procedures are different to safeguarding procedures. A simple summary of the differences is shown below.

Safeguarding is protection from:
<ul style="list-style-type: none"> <li>• Abuse</li> <li>• Neglect</li> <li>• Harm</li> </ul>

Health and safety relates to:
<ul style="list-style-type: none"> <li>• Induction and training</li> <li>• Wearing Personal Protection Equipment (PPE)</li> <li>• Working safely</li> <li>• Safe equipment</li> <li>• Prevention of accidents</li> </ul>

## WHAT IS PREVENT?

Prevent is part of the Government's counter-terrorism strategy, CONTEST. Its aim is to stop people becoming terrorists or supporting terrorism. British Horseracing has a due regard to the need to help prevent its people from being drawn into terrorism, keeping them safe and within the law.

Radicalisation happens when a person's thinking and behaviour become significantly different from how most of the members of their society and community view social issues and participate politically, and they want a drastic change in society. This is not always a bad thing and does not mean these people will become violent. Only small numbers of people radicalise and they can be from a diverse range of ethnic, national, political and religious groups.

If a person or group decides that fear, terror and violence are justified to achieve ideological, political or social change, and then acts accordingly, this is violent extremism.

**Everyone working in the horseracing industry has a responsibility to promote safe working practices.**

# SELF TEST

## Question 1: In the context of Safeguarding, what defines the term 'Children'?

- (a) Someone under 16 years of age
- (b) Someone under 18 years of age
- (c) Someone under 21 years of age

## Question 2: Who is responsible for following safeguarding procedures?

- (a) Everyone
- (b) Employers only
- (c) Employees only

## Question 3: Which of the following relates to Safeguarding?

- (a) Prevention of ailments
- (b) Prevention of abuse
- (c) Prevention of career progression

## Question 4: What does the acronym DBS stand for?

- (a) Disclosure and Barring Service
- (b) Director of British Safeguarding
- (c) Danger Barring System

## CHAPTER 2

# UNDERSTAND THE IMPORTANCE OF PROTECTION OF CHILDREN AND ADULTS AT RISK

**This chapter provides an overview of how children and adults at risk should be protected within environments related to horseracing.**

By studying this chapter you will gain a knowledge and understanding of the importance of protecting those at risk, including:

- Understand the definitions of an adult at risk and child protection.
- Understand circumstances which might put certain individuals at risk.
- Understand when a number of indicators which alone might not prove a safeguarding issue but when combined could become a concern.

### CREATING A SAFE ENVIRONMENT

It is important to create a safe environment for young people. This can be supported by implementing:

- codes of conduct
- risk assessments
- appropriate ratios
- policy on missing participants
- registration and consents prior to offsite visits
- obtaining relevant and appropriate medical information
- security procedures.

## WHO COULD BE AT RISK?

### The law says an adult at risk is:

A person who is, or may be in need of, community care services because of their:

- mental health
- other disabilities
- age
- illness
- a person who is or may be unable to take care of themselves
- a person who is unable to protect themselves against serious harm or being taken advantage of
- other people can be at risk.

People with learning disabilities who may live independently or without services can be vulnerable to bullying and abuse as well.

In horseracing it is important to recognise that it is not just children or adults at risk, as defined in this document, who may be at risk. Because of racing's close relationship with gambling, it will inevitably attract those who are motivated by extreme betting for monetary gain, which may lead to vulnerable situations for those in positions of responsibility or influence.

## CIRCUMSTANCES WHICH MIGHT INCREASE PERSONAL VULNERABILITY

There are a number of situations which might increase a person's vulnerability including:

- any disability or special needs
- drug or alcohol misuse
- mental health issues
- domestic violence
- facial or other physical disfigurement
- ethnicity
- sexuality
- social background
- english language competency
- involvement with the criminal justice system.

## IDENTIFIERS OF SAFEGUARDING ISSUES

It is important to understand that signs of abuse are not always obvious and there are occasions when a number of indicators which alone might not prove a safeguarding issue but together will.

Someone suffering abuse may be reluctant to seek help and could be scared the abuser will find out. They might fear that the abuse will get worse and feel they may not be believed if they seek help.

The effects of abuse may be short or long term and sometimes the victim may not even realise that what is happening to them is abuse.

Therefore if abuse is suspected, the signs should be considered as a whole and not on an individual basis.





# SELF TEST

## Question 1: Which of the following does the law consider to be an adult at risk?

- (a) Every one over 80 years of age living alone
- (b) A person who may need community care
- (c) A person who is unemployed

## Question 2: An adult at risk may be in need of community care services due to which of the following?

- (a) Mental health problems
- (b) Poor work record
- (c) Receiving job seekers allowance

## Question 3: Which of the following might increase a person's vulnerability?

- (a) Reaching retirement age
- (b) Facial or other physical disfigurement
- (c) Fear of public speaking

## Question 4: Drug or alcohol abuse increase a person's likelihood becoming vulnerable?

- (a) True
- (b) False

## CHAPTER 3

# IDENTIFY TYPES OF ABUSE

**This chapter provides an overview of the different types of abuse that might affect children and adults at risk and expands on those outlined in the BHA Safeguarding Policy.**

By studying this chapter you will gain a knowledge and understanding of the following different types of abuse:

- Emotional abuse.
- Physical abuse.
- Sexual Abuse.
- Neglect.
- Self-neglect.
- Modern slavery.
- Financial abuse.
- Discriminatory abuse.
- Organisational abuse.

\*Definitions and types of abuse in the context of racing refer to children and adults at risk.



## WHAT IS EMOTIONAL ABUSE?

**Emotional abuse is the persistent emotional ill-treatment of a child so as to cause severe and persistent adverse effects on the child's emotional development.**

It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

It may feature age or developmentally inappropriate expectations being imposed on children or even the over protection of a child. It may involve causing children to feel frightened or in danger by being constantly shouted at, threatened or taunted which may make the child very nervous and withdrawn. Some level of emotional abuse is involved in all types of ill-treatment of a child.

Emotional abuse in sport may occur if children are subjected to constant criticism, name-calling, sarcasm, bullying, racism or pressure to perform to unrealistically high expectations; or when their value or worth is dependent on sporting success or achievement.

It may involve seeing or hearing the ill-treatment of another or may involve serious bullying (including cyber bullying), causing the victims frequently to feel frightened or in danger.

Some level of emotional abuse is involved in all types of maltreatment although it may occur alone.

Because there's an element of emotional abuse in all other types of abuse and neglect, it can be difficult to

spot the signs and to separate emotional abuse from other types of abuse.

Emotional abuse includes:

- humiliating or constantly criticising
- threatening, shouting or name calling
- making the victim the subject of jokes, or using hurtful sarcasm
- blaming, accusing
- making the victim perform degrading acts
- being overly controlling
- pushing the victim too hard or not recognising limitations
- exposing someone to distressing events or interactions such as domestic abuse or drug taking
- persistently ignoring someone
- making regular unkind, negative comments.

Bullying is behaviour that upsets or hurts someone else such as name calling, hitting, pushing, spreading rumours, threatening or undermining someone.

Bullying can happen anywhere, at home, work or online. It is usually repeated over a period of time and can be harmful both physically and emotional.

Bullying that happens online, using social networks, games and mobile phones, is often called cyber bullying. A victim can feel as though there is no escape because it can happen anywhere, any time.



## WHAT IS PHYSICAL ABUSE?

Physical abuse is the act of deliberately hurting someone. It is the non-accidental use of physical force to coerce or to inflict bodily harm. It often causes physical discomfort, pain or injury, but the person doesn't have to have an injury to have experienced physical abuse.

Physical abuse may include, for example:

- beating the person
- punching
- burning or scalding
- pushing or shoving
- hitting with a hand or instrument or slapping
- rough handling or physical coercion
- stabbing
- tripping
- spitting.

## WHAT IS SEXUAL ABUSE?

Sexual abuse can be defined as any sexual act to which the victim has not consented and may not understand. For example, being touched or kissed when it is not wanted, being made to touch or kiss someone else, being raped, being made to listen to sexual comments or forced to look at sexual acts or materials.

The activities may involve physical contact or non-penetrative acts. They may also include non-contact activities, such as involving young people or adults at risk in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

## WHAT IS GROOMING?

Grooming very commonly plays a key part in the sexual abuse of children and young people. It is defined by the Home Office as communication with a child where this is an intention to meet and commit a sex offence. More generally grooming refers to the process by which an individual manipulates those around them – particularly (but not only) the child – to provide opportunities to abuse. It also reduces the chances of the individual being reported or discovered.

Due to the nature of horseracing and the relationship with gambling, there is a potential threat of grooming for gambling purposes. This could include the setting up of gambling accounts and placing bets for other people, or passing on inside information on horses or stables that participants may be connected with. British Horseracing has strict Rules and Regulations relating to the passing on of inside information, participants are advised to familiarise themselves with Rule (A) 36 on the [BHA website](#).



## WHAT IS NEGLECT?

A person can suffer neglect because their physical and/or psychological needs are being neglected. This could include failure to keep someone warm, clean and well nourished or neglecting to give prescribed medication.

The following list may be indications of many different problems related to neglect:

- Poor environmental conditions.
- Inadequate heating and lighting.
- Poor physical condition of the vulnerable adult.
- Person's clothing is ill fitting, unclean and in poor condition.
- Malnutrition.
- Failure to give prescribed medication properly.
- Failure to provide appropriate privacy and dignity.
- Inconsistent or reluctant contact with health and welfare agencies.
- Isolation - denying access to callers or visitor.

## WHAT IS SELF-NEGLECT?

Self-neglect is any failure of an adult to take care of himself or herself that causes, or is reasonably likely to cause within a short period of time, serious physical, mental or emotional harm or substantial damage to or loss of assets. Self-neglect can happen as a result of an individual's choice of lifestyle, or the person may:

- be depressed
- have poor health
- have cognitive (memory or decision making) problems, or
- be physically unable to care for themselves.

Self-neglect includes:

- Living in grossly unsanitary conditions.
- Suffering from an untreated illness, disease or injury.
- Suffering from malnutrition to such an extent that, without an intervention, the adult's physical or mental health is likely to be severely impaired.
- Creating a hazardous situation that will likely cause serious physical harm to the adult or others or cause substantial damage to or loss of assets.
- Suffering from an illness, disease or injury that results in the adult dealing with his or her assets in a manner that is likely to cause substantial damage to or loss of the assets. This could include through addiction to gambling.

## WHAT IS MODERN SLAVERY?

Modern Slavery is the term used within the UK and is defined within the Modern Slavery Act 2015. The Act categorises offences of Slavery, Servitude and Forced or Compulsory Labour and Human Trafficking (three of which comes from the Palermo Protocol).

These crimes include holding a person in a position of slavery, servitude, forced or compulsory labour, or facilitating their travel with the intention of exploiting them soon after.

Although human trafficking often involves an international cross-border element, it is also possible to be a victim of modern slavery within your own country.

There are several broad categories of exploitation linked to human trafficking, including:

- sexual exploitation
- forced labour
- domestic servitude
- organ harvesting
- child related crimes such as child sexual exploitation, forced begging, illegal drug cultivation, organised theft, related benefit frauds etc
- forced marriage and illegal adoption (if other constituent elements are present).

## WHAT IS FINANCIAL ABUSE?

Financial or material abuse can take the form of fraud, theft or the using of someone's property without their permission. This could involve large sums of money or just small amounts taken over time.

The following is a list of possible indicators of financial abuse:

- Sudden inability to pay bills.
- Sudden withdrawal of money from an account.
- Person lacks belongings that they can clearly afford.
- Lack of receptivity by the persons relatives to necessary expenditure.
- The person managing the finances is evasive and uncooperative.
- Reluctance to accept help or support.
- Purchase of items that the individual does not require or use.
- Personal items going missing.
- Unreasonable or inappropriate gifts.

## WHAT IS DISCRIMINATORY ABUSE?

Discriminatory abuse often happens on the grounds of age, gender, race, culture, religion, sexuality or disability. It also incorporates Hate crime and Mate crime. Mate crime occurs when vulnerable adults are "befriended" with the intention to abuse.

Discriminatory abuse can include:

- derogatory comments
- harassment
- being denied medical treatment on grounds of age or mental health
- lack of disabled access
- not providing training or career progression opportunities.

## WHAT IS ORGANISATIONAL ABUSE?

Organisational abuse may range from neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation.

The following list may be possible indicators of organisational abuse:

- Absolute inflexibility in working regimes to the detriment of an individual.
- Not taking account of individual and personal requirements within the working environment.
- Inappropriate care of possessions, clothing and living area.
- Lack of personal clothes and belongings.
- Poor or stark living environments.
- Deprived environmental conditions and lack of stimulation.
- Inappropriate use of power or control.
- People referred to, or spoken to with disrespect.
- Inappropriate physical intervention.

# SELF TEST

## Question 1: Which of the following could include emotional abuse?

- (a) Punching and hitting
- (b) Providing cold living conditions
- (c) Threatening, shouting or name calling

## Question 2: Which of the following could indicate that someone is neglected?

- (a) Ignoring them
- (b) Speaking to someone sarcastically
- (c) Person's clothing is ill fitting, unclean and in poor condition

## Question 3: Which of the following could involve physical abuse?

- (a) Pushing or shoving
- (b) Making derogatory comments
- (c) Not providing career opportunities.

## Question 4: Sexual abuse can only be perpetrated by adult males.

- (a) True
- (b) False

## CHAPTER 4

# IDENTIFICATION OF SIGNS OF ABUSE

**This chapter provides an overview of the signs that might indicate that abuse is taking place.**

By studying this chapter you will gain a knowledge and understanding of signs of the following different types of abuse:

- Emotional abuse.
- Physical abuse.
- Sexual Abuse.
- Neglect.
- Self-neglect.
- Modern slavery.
- Financial abuse.
- Discriminatory abuse.
- Organisational abuse.



## SIGNS OF EMOTIONAL ABUSE

Young people or adults at risk suffering emotional abuse may display a range of signs according to their individual circumstances. Behaviours may change and could include any of the following signs:

- Traits or behaviours not normal to the individual.
- Withdrawn.
- Anxious.
- Needy/clingy.
- Aggression.
- Eating disorders.
- Bed wetting.
- Sleeping problems.
- Risk taking.
- Obsessive behaviour.
- Self harming.
- Suicidal behaviour.
- Loss of confidence or self esteem.
- Depression.

Signs of bullying are difficult to spot. No one sign indicates for

certain that bullying is going on, but some signs include:

- belongings getting damaged or 'lost'
- physical injuries and bruises
- fear and phantom illnesses
- poor performance
- asking for, or stealing, money to give to the bully.

Individuals can be at risk of online abuse from people they know, as well as from strangers. Signs of online abuse includes:

- spending much more or much less time online, texting, gaming or using social media
- withdrawn, upset or anxious after using social media
- secretive traits
- increased number of contacts on social media.

Emotional abuse can be very difficult to identify if the person concerned is a work colleague or acquaintance as the signs are often concealed by the individual.

## SIGNS OF PHYSICAL ABUSE

Signs of physical abuse are often easier to spot and unless they are concealed by clothing can be observed. These include:

### Bruises

These are commonly found on the head, but also on the ear and neck. Defence bruises can be seen on the forearm, upper arm, back of the leg, hands and feet. Sometimes bruises will be found in clusters or have dots of blood under the skin, and may be in the shape of a hand or object.

### Burns or scalds

These can be from hot liquids, hot objects, flames, chemicals or electricity. Sometimes the burn may be in the shape of an object, for example a cigarette burn.

### Bites

These are usually oval or circular in shape and can be visible wounds, indentations or bruising.

### Fractures

Painful sites often with swelling and discolouring.

### Other health problems

These might include scarring, vomiting, headaches or respiratory problems.

## SIGNS OF SEXUAL ABUSE

Individuals who have been sexually abused may stay away from certain people. They might avoid being alone with people such as family members or friends. Other signs might include:

- fear of a particular person or reluctance to socialise with them
- inappropriate sexual behaviour such as unexpected sexual language or promiscuity
- physical signs such as sexually transmitted infections or pregnancy.

## SIGNS OF GROOMING

The signs of grooming aren't always obvious and groomers will often go to great lengths not to be identified.

If a child is being groomed they may:

- be very secretive, including about what they are doing online
- have older boyfriends or girlfriends
- go to unusual places to meet friends
- have new things such as clothes or mobile phones that they can't or won't explain
- have access to drugs and alcohol.

In older children, signs of grooming can easily be mistaken for 'normal' teenage behaviour, but you may notice unexplained changes in behaviour or personality, or inappropriate sexual behaviour for their age.

## SIGNS OF NEGLECT

Neglect is sometimes easier to identify than other forms of abuse as it can take on a physical nature. Common signs include:

- poor appearance
- body odour or dirty
- have unwashed clothes
- inadequate clothes e.g. no warm clothes in winter
- hunger and missing meals
- untreated injuries, medical and dental problems
- recurring illnesses or infections
- skin sores, rashes and flea bites
- tiredness
- weight loss
- poor living conditions.

## SIGNS OF SELF NEGLECT

Signs of self neglect are similar to signs of neglect and also include:

- malnourishment
- dehydration
- confusion
- inappropriate clothing
- under or over medication
- skin sores
- poor hygiene
- absence of required aids, canes and walkers.





## SIGNS OF MODERN SLAVERY

Victims are often trafficked to a foreign country where they cannot speak the language, have their travel and identity documents removed, and are told that if they try to attempt an escape, they or their families will be harmed. Signs that may indicate modern slavery include:

- Is the victim in possession of a passport, identification or travel documents? Are these documents in the possession of someone else?
- Does the victim act as if they were instructed or coached by someone else? Do they allow others to speak for them when spoken to directly?
- Was the victim recruited for one purpose and forced to engage in some other job? Was their transport paid for by facilitators, whom they must pay back through providing services?
- Does the victim receive little or no payment for their work? Is someone else in control of their earnings?
- Was the victim forced to perform sexual acts?
- Does the victim have freedom of movement?
- Has the victim or family been threatened with harm if the victim attempts to escape?
- Is the victim under the impression they are bonded by debt, or in a situation of dependence?
- Has the victim been harmed or deprived of food, water, sleep, medical care or other life necessities?
- Can the victim freely contact friends or family? Do they have limited social interaction or contact with people outside their immediate environment?

## SIGNS OF FINANCIAL ABUSE

Signs of financial abuse can be difficult to detect but indicators can include:

- unexplained withdrawals from the bank
- unusual activity in the bank accounts
- unpaid bills
- unexplained shortage of money
- reluctance on the part of the person with responsibility for the funds to provide basic food and clothes etc
- fraud
- theft.

## SIGNS OF DISCRIMINATORY ABUSE

Indicators of discriminatory abuse may include:

- a lack of choice, privacy and dignity
- a lack of personal belongings
- the use of punishment to the person, for example by withholding food and drink from them
- a tendency for withdrawal and isolation
- an expression of anger, frustration or fear and anxiety
- a lack of disabled access, or
- being refused access to services or being excluded inappropriately.

The indicators of discriminatory abuse may take the form of any of the other types of abuse. The difference lies in the abuse being motivated by discriminatory attitudes, feelings or behaviour towards an individual.

## SIGNS OF ORGANISATIONAL ABUSE

Organisational abuse can create unhappiness and depression within the working environment. Indicators may include:

- inflexible and non-negotiable systems and routines
- lack of consideration of dietary requirements
- name calling; inappropriate ways of addressing people
- lack of adequate physical care – an unkempt appearance
- lack of appropriate Health and Safety training
- lack of access to First Aid or medical treatment
- lack of equality and/or suffering discrimination.



# SELF TEST

**Question 1: Which of the following could be a symptom of emotional abuse?**

- (a) Bruising
- (b) Eating disorder
- (c) Lack of money

**Question 2: Which type of abuse is most likely to cause self harming?**

- (a) Neglect
- (b) Financial abuse
- (c) Emotional abuse

**Question 3: Which of the following could be a sign of sexual abuse?**

- (a) Promiscuity
- (b) Excess gambling
- (c) Burns and scalds

**Question 4: Where is organisational abuse most likely to happen?**

- (a) In the workplace
- (b) In pubs and clubs
- (c) At school

## CHAPTER 5

# AWARENESS OF ISSUES RELATING TO SAFEGUARDING

**This chapter provides an overview of the affect that mental health issues can have on a person and its relation to safeguarding matters.**

By studying this chapter you will gain a recognition of the following types of mental health issues:

- Self harming.
- Eating disorders.
- Anxiety.
- Depression.



## SELF HARM

Self-harm includes anything that is done intentionally to cause injury. Some of the common ways include:

- cutting or severely scratching skin
- burning or scalding
- hitting or banging head
- punching things sticking objects into skin
- intentionally preventing wounds from healing
- swallowing poisonous substances or inappropriate objects.

Self-harm can also include less obvious ways of individuals hurting or putting themselves in danger, such as driving recklessly, binge drinking, taking too many drugs, and having unsafe sex.

Because clothing can hide physical injuries, and inner turmoil can be covered up by a seemingly calm disposition, self-injury can be hard to detect. However, there may be some warning signs which include:

- unexplained wounds or scars from cuts, bruises, or burns, usually on the wrists, arms, thighs, or chest
- blood stains on clothing, towels, or bedding; blood-soaked tissues
- sharp objects or cutting instruments, such as razors, knives, needles, glass shards, or bottle caps, in the person's belongings
- frequent "accidents." Someone who self-harms may claim to be clumsy or have many mishaps, in order to explain away injuries
- covering up. A person who self-injures may insist on wearing long sleeves or long trousers, even in hot weather
- needing to be alone for long periods of time, especially in the bedroom or bathroom
- isolation and irritability.

## EATING DISORDERS

An eating disorder is characterised by abnormal eating habits that may involve either insufficient or excessive food intake to the detriment of an individual's physical and emotional health. The two most common disorders are anorexia and bulimia.

Statistics relating to eating disorders include:

- More common in women than men, becoming more of a problem for men.
- At least 1.1 million people in the U.K are effected by an eating disorder.
- People between 14 - 25 are most at risk.
- 3 out of 10 people suffering from anorexia have a history of sexual abuse.
- Around 5% of people suffering from anorexia sadly don't recover, ending in death.



## SIGNS OF ANOREXIA

People suffering from anorexia may display some of the following signs:

- Have a body weight that is much less than expected for their age or height.
- Eat very little.
- Be secretive about food.
- Cut their food into tiny pieces to make it look as though they have eaten more than they have.
- Deny being underweight or having a problem with food.
- Obsessively weigh, measure and examine their body.
- Be obsessed with exercise.
- Have a distorted body image.
- Use appetite suppressants such as diet pills.
- Make themselves vomit after meals.
- Wear baggy clothes to disguise weight loss.

## SIGNS OF BULIMIA

People suffering from bulimia may display some of the following signs:

- Worry more and more about their weight.
- Binge eat.
- Feel guilty.
- Make themselves vomit and/or use laxatives to get rid of calories.
- Periods become irregular.
- Always feel tired.
- Stay a normal weight in spite of efforts to diet.

## PHYSICAL SIGNS OF EATING DISORDERS

Any eating disorder may involve the following signs:

- Loss of head hair.
- Having fine downy hair on their body or face.
- Feeling cold all the time.
- Altered sleep patterns.
- Constipation, abdominal pain, bloated stomach.
- Puffy face or ankles
- Difficulty concentrating.
- Mood swings.
- Delayed puberty.
- Missing monthly periods.
- Light headedness and dizziness.
- Tiredness and aching muscles.
- Discolouration of teeth.



## CAUSES OF EATING DISORDERS

The causes of eating disorders are complex and not yet fully understood. However, the following may contribute to the cause:

- Social pressure: Peer pressure, TV, Magazines, Bullying, Internet and Personal aspirations.
- Control: It may be that their weight is the only thing that they feel they can personally control.
- Depression: Some people comfort eat.
- Low self-esteem: Often they don't think much of themselves.
- Emotional Stress: Life's difficulties, sexual abuse, death, break up of a relationship.
- Considerations should be made of the pressures of weight-making sports and the impact that this may have on both athletes and other participants. Specialist nutrition advice is available to Jockeys and Stable Staff through the work of the Professional Jockeys Association, BHA and Liverpool John Moores University.

## ANXIETY

Anxiety is what someone feels when they are worried, tense or afraid – particularly about things that are about to happen, or which they think could happen in the future. Anxiety is a natural human response when we perceive that we are under threat. It can be experienced through our thoughts, feelings and physical sensations.

Signs of anxiety may include:

- a churning feeling in the stomach
- feeling light-headed or dizzy
- pins and needles
- feeling restless or unable to sit still
- headaches, backache or other aches and pains
- faster breathing
- a fast, thumping or irregular heartbeat
- sweating or hot flushes
- problems sleeping
- grinding teeth, especially at night
- nausea (feeling sick)
- needing the toilet more or less often
- changes in sex drive
- having panic attacks.



## DEPRESSION

Depression is a low mood that lasts for a long time, and affects everyday life.

In its mildest form, depression can mean just being in low spirits. It doesn't stop the leading of a normal life but makes everything harder to do and seem less worthwhile. At its most severe, depression can be life-threatening because it can create suicidal thoughts or feelings.

Low moods can become depression when the sad or miserable feelings don't pass and if they are interfering with everyday life and don't go away after a couple of weeks, or if they come back over and over again for a few days at a time.

A diagnosis of depression might identify mild, moderate or severe depression. This describes what sort of impact the symptoms are having, and what sort of treatment is likely to be offered. Someone might move between different mild, moderate and severe depression during one episode of depression or across different episodes.

### Some common signs of depression include:

Feelings	Behaviours
<ul style="list-style-type: none"> <li>• down, upset or tearful</li> <li>• restless, agitated or irritable</li> <li>• guilty, worthless and down on yourself</li> <li>• empty and numb</li> <li>• isolated and unable to relate to other people</li> <li>• finding no pleasure in life or things you usually enjoy</li> <li>• a sense of unreality</li> <li>• no self-confidence or self-esteem</li> <li>• hopeless and despairing</li> <li>• suicidal.</li> </ul>	<ul style="list-style-type: none"> <li>• avoiding social events and activities you usually enjoy</li> <li>• self-harming or suicidal behaviour</li> <li>• finding it difficult to speak or think clearly</li> <li>• losing interest in sex</li> <li>• difficulty in remembering or concentrating on things</li> <li>• using more tobacco, alcohol or other drugs than usual</li> <li>• difficulty sleeping, or sleeping too much</li> <li>• feeling tired all the time</li> <li>• no appetite and losing weight, or eating too much and gaining weight</li> <li>• physical aches and pains with no obvious physical cause</li> <li>• moving very slowly, or being restless and agitated.</li> </ul>

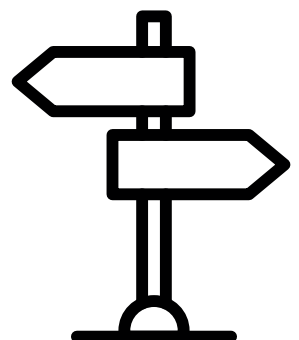
If you feel that you, or somebody you know, are experiencing signs of depression, you can access confidential support and advice by calling Racing's 24/7 Supportline on **0800 6300 443**, via text to **07860 079 043** or online at [www.racingwelfare.co.uk](http://www.racingwelfare.co.uk)

Jockeys can also access support through the Professional Jockeys Association by calling **0844 800 6873** (UK Calls) or **+44 (0) 1373 858080** (International).

If you're worried about a child, [contact the NSPCC helpline](https://www.nspcc.org.uk) on **0808 800 5000**

Childline **0800 1111**

Samaritans **116 123**





# SELF TEST

## Question 1: Which of the following is a sign of self harming?

- (a) Cutting skin
- (b) Punching colleagues
- (c) Anxiety

## Question 2: Which age group is most at risk of suffering eating disorders?

- (a) 1 - 13 years
- (b) 14 - 25 years
- (c) 26 years and over

## Question 3: Which of the following is a possible sign of anorexia?

- (a) Regular fitness activities
- (b) Wearing tight clothing
- (c) Vomiting after meals

## Question 4: Which of the following is a possible symptom of depression?

- (a) Feeling worthless and upset
- (b) Being argumentative
- (c) Being obsessed by work

## CHAPTER 6

# ACTIONS AND REPORTING

**This chapter provides an overview of the actions that should be taken and reporting arrangements if a safeguarding matter is suspected.**

- Understand the importance of clear lines of communication in relation to safeguarding issues and know how to seek further help.
- State the action to take if signs of abuse are observed.
- Know the reporting procedures in relation to safeguarding issues.



# INTRODUCTION

**Safeguarding is the responsibility of everyone connected with or working in horseracing. To make sure that all participants are protected and work in an environment that is safe and secure for all, it is helpful to consider and act on the 5 Rs. These are:**

## RECOGNITION

## RESPONSE

## REPORTING

## RECORDING

## REFERRAL

## RECOGNITION

The ability to recognise behaviour that may indicate abuse is of fundamental importance. Whether the abuse may occur on the racecourse or in the workplace; in the home or other setting - everyone should be aware and informed so that possible abuse can be recognised, investigated and acted on seamlessly and effectively.

## RESPONSE

Appropriate response is vital. No report of or concern about possible abuse should ever be ignored. In order to determine the most appropriate response, you should find out who the allegation is being made against (if known). Questions that should be considered are:

- Is this a disclosure from an individual alleging abuse to themselves or to another?
- Is it the reporting of a concern or suspicion?
- What, precisely, is alleged to have happened?

Detailed clarity is vital. The following actions should be followed:

- Do not lead or probe with questions.
- Remain calm and demonstrate interest and concern.
- Listen well.
- Inform the person sharing a concern with you that the concerns they have raised must be recorded and passed on so that possible abuse can be dealt with, and that this will be done on a limited "need to know" basis, with as few others as possible knowing the identity of the complainant and all in the chain of reporting will respect confidentiality.
- Reassure that they have done the right thing in reporting their concerns and that you will do everything you possibly can to help.
- Do not make any promises.
- Ensure that testimony is recorded in their words, reported, and that the complainant and subject of the complaint are treated in line with policy and guidance.



## REPORTING

Where there are concerns in relation to the safety and/or wellbeing of a young person or adult at risk, it is important that those concerns are reported to the appropriate authorities in order that appropriate action can be taken to protect that young person or adult at risk. In emergencies or serious cases, this means reporting to the police or child protection authorities.

Once you have reported concerns about abuse to any of the above, the responsibility for taking any further decisions and/or actions resides with them.

The person raising the initial concern should be informed that the concern has been acknowledged and, where necessary, will be investigated. People reporting concerns are advised to follow up on their report with the relevant body, if they feel that it is not being addressed.

## RECORDING

You should record precisely what has been alleged, using the words of the complainant. Your record should use accurate quotation. It should also, if felt appropriate, include factual observations about the observable physical and emotional state of the individual sharing their concerns with you. This information should be recorded and stored securely and should be accessible only to those who need to access it as part of action taken to resolve a complaint or allegation.

## REFERRAL

A designated Safeguarding Officer or their deputy will make a decision to refer a complaint or allegation, having gathered and examined all relevant testimony and information. No one other than the Safeguarding Officer or their deputy should mount an investigation into complaints, allegations or suspicions of abuse. Actions of these sorts carried out by someone other than the designated Safeguarding Officer or their deputy could be construed as unjustified interference which could jeopardise an investigation and any possible subsequent court case.



## LOCAL SAFEGUARDING CHILDREN'S BOARD (LSCB)

Local authorities have overarching responsibility for safeguarding and promoting the welfare of all children and young people in their area. They have a number of statutory functions under the 1989 and 2004 Children Acts.

Local agencies, including the police and health services, also have a duty under section 11 of the Children Act 2004 to ensure that they consider the need to safeguard and promote the welfare of children when carrying out their functions. Under section 10 of the same Act, a similar range of agencies are required to cooperate with local authorities to promote the well-being of children in each local authority area.

A Local Authority Designated Officer (LADO) works within each Local Authority area and is there to support staff across all organisations who work with children and young people if any concerns arise regarding any practitioner who works with children and young people.

The LADO should be alerted to all cases in which it is alleged that a person who works with children has:

- behaved in a way that has harmed a child
- or may have harmed a child
- possibly committed a criminal offence against a child/children.

You can find the team in the area that the child lives/works in here: [gov.uk/find-local-council](http://gov.uk/find-local-council)

# SELF TEST

**Question 1: Which of the following are one of the “Five R’s”?**

- (a) Recognition
- (b) Responsibly
- (c) Reassurance

**Question 2: When reporting cases of potential abuse, how should records be maintained?**

- (a) Accurate and specific
- (b) General and thought provoking
- (c) Short and concise

**Question 3: Who should make a decision to refer a complaint or allegation to a higher authority?**

- (a) Judge or magistrate
- (b) Solicitor
- (c) Designated Safeguarding Officer

## NOTING AND ACTING ON SEXUAL EXPLOITATION: A CASE STUDY

Jimmy's career is going well, he is a 7lb Claiming Jockey and starting to get regular rides. He's been mentioned in the media and last week got a ride on a televised Saturday race. He was 16 when he started in the yard where he works but is now 19 and has gained confidence and feels he is a respected member of staff.

One day, the boss announces that Alex, a 16-year-old trainee from the racing school, is starting in the yard and that everyone should all make her feel welcome.

At the end of the week Jimmy asks her if she'd like to come to out with him and his mates on Saturday night. Jimmy explains that a group of four are having a quick meal and then going bowling. Jimmy likes Alex and knows she will feel more comfortable if there are four others going – so it's not a formal date. He adds her on SnapChat so that he can keep in contact about picking her up and so on.

Everyone has a good night out, when she's dressed up Jimmy thinks she looks really fit, much older than 16. Over the weekend he starts sending her slightly naughty SnapChats, saying he can't wait to leg her up on Monday. She's sending back messages which seems to indicate that she's keen on him too.

**Question: Has Jimmy done anything wrong? What warning signs should he be seeing?**



Another week passes, and Jimmy is spending more time with her in the yard. She clearly looks up to him and often asks for his help when she's riding out. He likes to pass his knowledge on and gives her lots of advice on how to settle the horses. That weekend he asks her round to his house for a takeaway. They end up kissing but it doesn't go any further than that as Jimmy doesn't want to frighten her off. When she gets home they SnapChat one another and Jimmy asks her to send hot pictures of herself to him. She sends him a topless shot. Jimmy can't believe she did that and grabs his housemate's phone to take a photo of it before it disappears. He then forwards the picture to his own phone, saves it and sends it on to a friend who's also a 7lb Claimer. The photo is now in the public domain.

The photo is spread around other employees in the yard and Alex becomes upset. The Head Lad reports it to the employer.

In this case an employer should then report this incident by following the safeguarding reporting flow chart on page 37 which should be made visible in the stable office, canteen and tack room. A code of conduct should be put in place to ensure that people understand the expected behavioural standards in the workplace.

## **CONCLUSION**

It is against the law for anyone under the age of 18 to take or have a sexual photo of another person – even if it's a selfie.

This means that if anyone pressures a young person into taking a photo or shares a sexual photo with someone, they are breaking the law. The police have the power to decide whether it is for the best to record what's happened or to take things further. But the law is there to protect young people, not punish them.

## PASSING INFORMATION FOR REWARD: A CASE STUDY

Jane is a 17-year-old racing groom who works at a prestigious, well-known racing yard in Newmarket. She looks after a 3 year old filly who has an entry in the Epsom Oaks.

Since working in Newmarket she has joined the local gym and made several friends with people who work in other racing yards, and also people from the local community. One of her new friends has a strong interest in racing even though they don't work in a racing yard. He has an annual members badge for Newmarket and also often goes to other race meetings.

He often asks Jane questions about her work, horses in the yard and particularly about horses she looks after and rides. He seems to show a genuine interest.

The evening after Jane's horse won its first race, he contacts her and asks if he could buy her a drink as he had won quite a bit of money from a bet on her horse.

**Question: Has Jane done anything wrong? What warning signs should she be seeing?**



The next week when she sees him at the gym he asks her if her yard has any runners this week and what their chances are. Jane says that she knows they have a few runners on Saturday at Newmarket and she knows at least one of them is fancied.

He contacts you on Friday night and asks the name of the horse Jane said was fancied. She gives him the name and he says he is going to have a bet and if it wins he will see she is looked after.

Two weeks before Jane's horse runs in the Oaks, he waits for her outside the gym and offers her a lift home in his very expensive new car. Jane accepts the lift and on the journey home he asks how preparations are going for the Oaks. As she gets out of the car he hands her an envelope and says thank you for the information and here is a present for her. When she gets in the house she opens the envelope and there is a note with £200 saying if she has any more information on the yard's horses, to ring him as there is more where this came from.

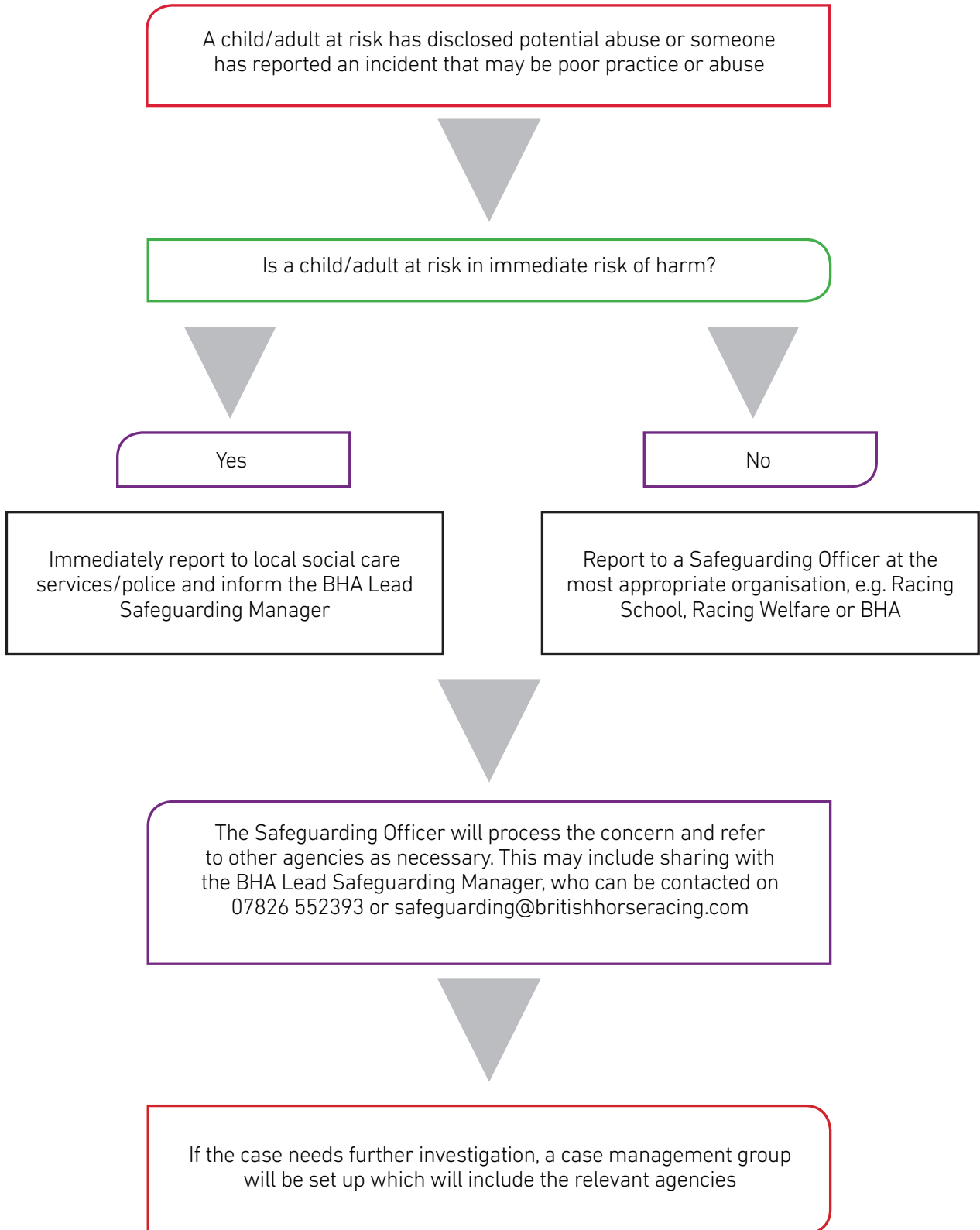
Jane now realises that she has inadvertently been 'groomed' for information about the prospects of horses running from the yard she works at. She is extremely worried and immediately contacts her employer and explains everything.

## CONCLUSION

Entry point for a breach of (A)36 (passing information for reward) by a Rider, Trainer, Owner, Authorised Riders' Agent, Stable Employees or Service Providers (such as vets, farriers and feedmen), is three years disqualification, with a disqualification range of eighteen months to five years.

This incident should be reported to the BHA at the earliest opportunity following the details in the reporting flow chart on page 37.

# SAFEGUARDING FLOWCHART



# careersinracing.com

CASE STUDIES & JOB PROFILES

FREE JOB BOARD

APPRENTICESHIP & TRAINING INFORMATION

CAREER MAP





British Horseracing Authority,  
75 High Holborn  
London  
WC1V 6LS

General enquiries:  
Tel: 020-7152 0000  
Email: [info@britishhorseracing.com](mailto:info@britishhorseracing.com)  
Website: [britishhorseracing.com](http://britishhorseracing.com)