

Modern Day Slavery and Trafficking Guidance and Procedure

Version 7

London Borough of Camden
Supporting People

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1.1 Scope

Modern slavery involves the exploitation of adults and children and is a serious cause of harm and abuse. Modern slavery is increasingly identified year on year in the UK and the scale of the issue is substantial.

This guidance is for all staff working within the London Borough of Camden and Camden & Islington Mental Health Trust (C&I), commissioners, health workers and housing staff.

This guidance must be read in combination with “The London Multi–Agency Adult Safeguarding Policy and Procedures” and Camden Safeguarding Children Board’s “Safeguarding children from modern slavery and trafficking: Guidance for professionals”.

1.2 Principles

- All workers and agencies across London Borough of Camden Supporting People have a duty to safeguard adults from modern slavery and must report any concerns or suspicions
- The local authority is a first responder organisation and has a duty to identify and respond to all forms of modern slavery. Therefore, policies and procedures must be in place to deliver this function
- All workers and agencies across Supporting People have a duty to report any concerns about a child to the children’s Multi Agency Safeguarding Hub (MASH) via the children’s Contact Service
- An adult who is a victim of modern-day slavery can be supported via the national referral mechanism (NRM).
- The safeguarding standard of working with the multi-disciplinary network must be adhered to and information shared according to protocol with partner agencies
- Workers must ensure they provide a personalised response to focus on the person’s wellbeing outcomes
- Workers must deliver a victim-centred approach and where there are crimes committed must maintain an approach that considers first this status as a victim, unless this places another individual at serious risk of harm
- All workers must follow the safeguarding principles in the Care Act 2014. These are empowerment, prevention, protection, partnership, proportionality, and accountability.

1.3 Legal and Policy Framework

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. This includes (but is not restricted to) sexual exploitation, forced labour, domestic servitude, organ harvesting, and child related crimes such as child sexual exploitation, forced begging, forced marriages and illegal child adoption.¹

The key international anti trafficking legislation is the Palermo Protocol.

The legal definition of human trafficking provided in the Palermo Protocol (adopted by the UK) include:

- Act – recruitment, transportation, transfer, harbouring or receipt of persons
- Means - threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person
- Purpose – exploitation and forced labour

Note: The means is not necessary to meet the definition for children (under 18).

In addition, The Care Act 2014 introduced modern slavery as a separate category of abuse for adults. It recognises exploitation and specifically slavery and human trafficking, as a “form of abuse and neglect”.

1.4 National Referral Mechanism

The National Referral Mechanism (NRM) is part of the government strategy to tackle modern slavery and trafficking and has been set up to provide a national framework for the collection and collation of data on victims and perpetrators. It provides a framework for identifying and referring potential victims of modern slavery and ensuring adults receive the appropriate support. In England and Wales, designated first responders have a legal duty to identify and, with consent, refer adult potential victims and children regardless of consent.

First responders are:

- Police forces
- Local Authority - all departments within London Borough of Camden
- National Crime Agency
- UK Border Force
- Home Office Immigration and Visas
- Gangmasters Labour Abuse Authority
- Salvation Army
- Migrant Help
- Medaille Trust
- Kalayaan
- Barnardos
- Unseen
- NSPCC (CTAC)
- BAWSO
- New Pathways
- Refugee Council

Responsibilities as a first responder are outlined in the [NRM guidance](#) as:

First responder organisations have the following responsibilities. These responsibilities are invested in the organisation and it is for the organisation to decide how it will discharge these responsibilities:

- identify potential victims of modern slavery and recognise the indicators of modern slavery
- gather information in order to understand what has happened to them

- refer victims into the NRM via the online process or via the archived paper referral form in exceptional cases (in England and Wales this includes notifying the Home Office if an adult victim doesn't consent to being referred)
- provide a point of contact for the Single Competent Authority (SCA) to assist with the Reasonable and Conclusive Grounds decisions and to request a reconsideration where a first responder believes it is appropriate to do so

The NRM grants a minimum 30-day reflection and recovery period for potential victims of modern slavery whose cases are being considered by the Single Competent Authority. During this time, various forms of support are provided:

- Accommodation or support and material assistance
- Medical treatment and care
- Counselling and emotional support
- Advice on immigration, legal rights
- Advice on the criminal justice system
- Guidance on education, training and employment

1.5 Roles and responsibilities

Camden Safeguarding Adults Partnership Board (CSAPB)

The CSAPB is responsible for co-ordinating agency responses to modern slavery and trafficking across the borough by:

- promoting awareness of the issue within partner agencies and the community
- providing a framework of policy and procedure and monitoring the impact of these on safeguarding victims
- ensuring partner agencies share their knowledge and expertise on modern slavery and trafficking and providing appropriate multi-agency training
- ensuring timely lawful sharing of information and intelligence with law enforcement agencies
- establishing links with voluntary organisations to tackle trafficking.

Supporting People Directorate as first responders:

- All workers in London Borough of Camden must ensure they follow the safeguarding process and report to their team manager if they suspect a person they are working with is a victim of modern slavery
- Informed consent must be gained for adult referrals to the National Referral Mechanism and for Camden's safeguarding process; children must be referred regardless
- For adult victims who do not consent to enter the NRM, an anonymous version of the form should be completed to discharge the 'Duty to Notify' requirement under the Modern Slavery Act 2015
- Ensure that relevant departments within the local authority understand legal duties and powers to support victims of modern slavery and where failure to exercise these are likely to put individuals at risk
- Workers should work jointly with Children's Safeguarding and Social Work and devise a joint family approach where it is appropriate

All staff and agencies

All other staff and partner agencies, including housing staff and health workers, must follow the established safeguarding process and report any suspicions they have that a person they work with may be a potential victim of modern slavery.

It is vital that all workers prioritise working with potential victims of modern slavery. This is due to the high risk of victims being relocated out of the area or experiencing a life-threatening incident.

1.6 Working with child victims

Children can also be victims under The Modern Slavery Act 2015 and as a result are likely to be at risk of significant harm, requiring a statutory intervention under the Children Act 1989. This work would need to be carried out by Children's Safeguarding and Social Work (CSSW) who have a duty to safeguard and promote the welfare of children in the borough.

[The CSSW policy and guidance can be found in the Adult Social Care Practice Guide.](#)

Where a worker encounters a child whom they believe may be a victim of modern slavery, a referral must be made immediately to the police and the children's Contact Service so that an NRM referral can be made. Any delay could place the child at risk of being relocated out of the area.

Where an adult who is a parent is identified as a victim of modern slavery, their children are likely to be at risk of harm and should also be referred to the children's Contact Service for a social work assessment. This should be the case even if the child is not a victim of modern slavery. [Further information regarding the impact of Modern Slavery on children is available on Hestia's website.](#)

To make a referral, workers should complete an e-CAF referral form and send it to the children's Contact Service at LBCMASHAdmin@camden.gov.uk.cjism.net The child could be open to CSSW and so an enquiry to the Missing and Child Exploitation Coordinator in CSSW should be made to establish who child's social worker is. This will support information sharing about child exploitation concerns and ensure professionals meet all statutory safeguarding duties.

Where ASC and CSSW are working jointly with a family where the adult is experiencing modern slavery, it is essential that the work follows a whole family approach, with good levels of information sharing, joint assessment and attendance at each service's meetings so there can be integrated planning. This is particularly essential in child protection cases to keep children safe.

1.7 Working with care leavers and disabled young people aged 18-25

Some adults aged 18-25 who come to the attention of workers as victims of modern slavery may be care leavers or may be known to the Children and Young People's Disability Service transitions team. It is important that the worker identifies these young people and checks with the children's MASH whether they are known.

If a young person turns 18, they are entitled to support via the NRM if they consent to this (they will be entitled to a specialist keyworker, free legal advice and subsistence). However, this should not replace any support from the local authority but instead should complement this process. Where such a young person comes to the attention of ASC as a victim of modern slavery they must contact the Leaving Care Team and liaise with the younger person's allocated personal advisor.

1.8 Identifying adult victims of modern slavery and trafficking

Vulnerable adults have a greater risk of becoming victims of modern slavery and certain groups are at higher risk of being targeted due to being vulnerable to coercion, for example people with a learning disability and those with substance misuse and/or mental health problems. Modern slavery can often be linked to other forms of exploitation and crime, such as cuckooing, and they share similar indicators; further information can be found in Camden's [Cuckooing Guidance](#).

[The Adult Modern Slavery Protocol for Local Authorities](#) outlines the signs to be aware of in order to recognise when a person may be a victim. However, the indicators are likely to be linked to the type of exploitation and victims are likely to be reluctant to disclose their status due to fear of reprisals or may not recognise that they are being exploited.

When approached by agencies, victims' versions of their story may change or seem rehearsed, or they may be reluctant to talk; workers should consider that they may be in the presence of or being influenced by their exploiter and time should be taken to gain trust and build rapport with the individual.

Victims are likely to be suffering from trauma that may result in symptoms such as hostility, aggression or difficulty concentrating or recalling facts. The impact of trauma or nature of exploitation may mean they do not remember/know some important details. They may exhibit symptoms of physical or sexual abuse and may be using drugs or alcohol as a means of coping with their situation.

Victims who have been trafficked for exploitation may not be in control of their personal identification documents such as passports and may be distrustful of agencies, especially if they have been told by exploiters that they risk deportation or that their family may be harmed if they disclose their situation.

1.9 County lines cases

County lines describes the situation where an individual who is part of an organised network, often gang-affiliated, is coerced into carrying out criminal activity, for example drug dealing. Vulnerable adults and children are often targeted by county lines gangs as they are easier to control. However, there are broader forms of child criminal exploitation that could also be considered trafficking and modern slavery.

Adults may be used as drug mules or have their bank account used to launder money. Vulnerable adults may also experience gangs taking over their homes (known as "cuckooing") to use for criminal purposes such as drug dealing or sexual exploitation.

For individuals compelled to commit an offence while being trafficked there is a statutory defence available under section 45 of the Modern Slavery Act. These vulnerable adults and children will often enter the criminal justice system as a result of their situation, and it is essential that they are recognised as victims of modern slavery via the NRM.

1.10 Consent

The council has a duty to notify the Home Office of all potential victims of Modern Slavery. This is a statutory requirement under the Modern Slavery Act 2015 and if consent is not given

by an adult victim to enter the NRM, this duty must still be discharged through the anonymous version, called the Duty to Notify and previously MS1.

The first responder must consult the person and obtain consent for the referrals. It may be difficult to get consent from the person for various reasons such as fear of reprisal and workers may find that they need to gain the trust of the person first and this may take time.

All adults are presumed to have capacity to consent. If not, The Mental Capacity Act 2005 must be followed and an MCA assessment completed on the specific decision.

<https://www.gov.uk/government/publications/mental-capacity-act-code-of-practice>

There are three consent issues for the person to consider:

1.2a *Consent to give information to the NRM.*

The referred person needs to understand that their name, contact details and any information they give about what has happened to them will be sent to the Single Competent Authority (SCA) that sits within the Home Office and deals with all cases referred into the NRM regardless of nationality.

It is essential for the first responder to give the individual an opportunity to ask any questions and express any concerns they may have about consenting to enter the NRM process.

1.2b *Consent to receive support through Victim Care Contract.* The person referred into the NRM can receive support through the Victim Care Contract. This support is currently provided by The Salvation Army via subcontractors placed throughout the country. The subcontractors operating in the London area are [Hestia](#), [St John of God](#) and [Medaille Trust](#).

If a person consents to enter safe housing, they may be transported to another part of the country and outside of the area where they were exploited. If the person does not wish to enter safe housing, they can receive support from an outreach worker allocated from The Salvation Army in the area where they are currently residing.

1.2c *Consent to engage with the police.*

The person must be made aware that information about their case will be passed to the police. If the person wishes to engage with the police and provide a statement, there is a tick box on the form that must be selected confirming that the police can contact them. Additionally, the person should be advised that the Police will not pass on information to the Home Office/ Borders and Immigration Services regarding the person's immigration if they are a victim of Modern Day Slavery.

NRM support is not conditional upon a potential victim of modern slavery engaging with or providing a statement to police.

1.11 Consent to refer children

Where a child is identified as a victim of modern slavery, consent is not required in order to make an NRM referral, and workers should refer the child directly to Children's Safeguarding and Social Work (CSSW) so that social workers can complete the referral. Where an adult who is identified as a victim of modern slavery is a parent, the child can be referred to CSSW with the parent's consent unless there are concerns that the child is at risk of significant harm. However, parents should be informed that a referral to CSSW will be made unless this may put the child at further risk of harm.

Young people aged 16 and 17 may consent to a referral being made if they are considered to be competent under the Mental Capacity Act; a referral should also be made to CSSW where it

is identified that a 16- and 17-year-old is a victim of Modern-Day Slavery. Young people under 16 may consent to a referral being made if it is thought that they have the capacity to understand what they are consenting to (known as *Gillick* competent).³

2. Procedure

This section outlines the procedure for working with potential victims of modern slavery.

2.1 Allocated People

If a person is in immediate danger, always call 999.

If you suspect a person you are working with or have had contact with may be experiencing modern slavery, you must liaise with the Safeguarding Adults Manager (SAM) and, based on the conversation with the person, arrange a multi-agency conference to agree an interim safeguarding plan with 24 hours.

You must arrange to meet the person separately in a safe and secure environment and request their consent to contact police, to explain the NRM procedure so that potential victims are able to give informed consent and then make a referral to the National Referral Mechanism.

Where possible a Victim of Trafficking should be connected with a specialist legal representative especially if there is an immigration aspect involved. If the person does not consent to the NRM the worker should consider other agencies that may be able to provide support to safeguard the person; this could include emergency housing to give the person time to consider their options.

Consider local authorities' duties and powers to support the individual in line with the following legislation:

- Localism Act 2011
- Care Act 2014
- Children's Act 2009
- Housing Act 1996
- Chapter 25 of the Homelessness Code of Guidance
- International Obligations included in the European Convention on Human Rights and the European Convention on Action Against Trafficking in Human Beings

The Social Worker and the SAM can contact the single point of contacts for information and advice, these are:

Named contact	Contact information
Noel Geoghegan Safeguarding Service Manager	020 794 1172 Noel.Geoghegan@camden.gov.uk
Richard Boateng Multi agency Safeguarding Manager	020 7974 1942 Richard.Boateng@camden.gov.uk
Helen Onslow Safeguarding Lead Practitioner	020 7974 2295 Helen.Onslow@camden.gov.uk
ASC Mash Safeguarding	asc.mash.safeguarding@camden.gov.uk

<p>Florence Lindsay-Walters Missing and Child Exploitation Coordinator and Analyst</p>	<p>Florence.lindsay-walters@camden.gov.uk</p>
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2.2 New referrals or support from MASH

MASH will complete NRM referrals for individuals who are not allocated to a worker or team in Adult Social Care.

Where Modern Day Slavery is identified then the allocated worker should undertake all necessary enquiries. Where NRM is deemed necessary MASH will support in making that referral on behalf of the allocated Social Worker/service involved.

Where the case is allocated to a local authority social care practitioner in the C&I Trust then the MASH will support with the NRM process on behalf of the local authority worker based in the C&I Trust.

Completing the NRM Form

Referrals must be submitted via the digital referral portal at www.modernslavery.gov.uk/start and offline prompt sheets (recommended) are available at www.modernslavery.gov.uk/paper-version-download. The Single Competent Authority within the Home Office will then aim to make a reasonable grounds decision within 5 days.

When determining whether someone is a victim of human trafficking and modern slavery, the Single Competent Authority examine all available evidence. For the Reasonable Grounds Decision, the NRM referral form with the information provided by the First Responder is the primary piece of evidence and, therefore, it is essential that this is as comprehensive as possible. This is important because the threshold for a Reasonable Grounds Decisions has changed and a victim's own testimony alone is no longer sufficient and must be supported by objective factors. In deciding if the threshold is met, the decision maker will take into account all of the information available, including the victim's account and any other relevant information that supports or undermines it, such as eyewitness testimony, medical or expert reports, travel records, police investigations, or observed modern slavery indicators. It is therefore important that as far as possible information provided in the NRM referral is clear, accurate and provides an appropriate level of information. The process by which decision makers reach a decision has also changed; please refer to the Home Office's [Modern Slavery Statutory Guidance \(October 2023\)](#) for a full list of accepted evidence and further information on how decision makers evaluate the evidence and information provided to arrive at a decision.

The digital portal has a field to include the email address to contact for further information. It is vital that the contact email address provided is for someone who will respond to requests for information. This is because non-response can lead to a negative decision being made where there isn't sufficient evidence in the initial form. Additionally, a second email address of either a manager or the MASH inbox email should be included on the form. This will ensure that if the first responder has moved on by the time a decision is received, there is a record of the decision.

First responders must submit any additional information obtained around the person's circumstances relating to them being a victim of modern slavery that comes to light after the initial referral. This information should be sent to nationalreferralmechanism@homeoffice.gov.uk referencing the case number. Failure to do so could result in the individual receiving a negative decision. It is important

that first responders understand the assessment criteria followed by the Single Competent Authority, outlined in the Single Competent Authority Guidance, available [here](#).

It is important when completing the NRM form that the First Responder includes a narrative stating clearly the act, means and purpose in line with the definition in the Palermo Protocol. Note for children the Means is not needed but if deception, threats, or coercion were involved, these should be described in the form.

Safeguarding process

Workers must follow the established safeguarding process and policy. A safeguarding Concern must be opened within the first 24 hours and the workflow completed. The safeguarding process and the National Referral Mechanism are completed in parallel to each other. Note the NRM does not safeguard children so existing safeguarding procedures should be followed first and foremost.

2.3 NRM timeline

Stage 1: The Single Competent Authority has 5 days, based on the NRM form, to decide if the person is a potential victim of human trafficking or modern slavery. The First Responder should again, consider potential risks and what support the local authority may be able to put in place for the individual prior to receiving a positive reasonable grounds decision that, as stated above, takes 5 working days. The local authority should seek to coordinate support with housing services and try to resource emergency or temporary accommodation.

If the local authority is not able to provide support and the person is destitute, the NRM Victim Care Contract provider may be able to provide emergency accommodation so you can call The Salvation Army 0800 808 3733.

The threshold at Reasonable Grounds (RG) stage for the trained decision makers has changed and is now: “reasonable grounds to believe, based on objective factors but falling short of conclusive proof” that the individual is a potential victim of trafficking or modern slavery.

If an adult receives a positive RG decision, they can access support from the Victim Care Contract Provider who will coordinate transportation to safe housing and/or assign a support worker to the case.

Stage 2: Following the completion of the NRM referral more information can be provided to the SCA if First Responders gather additional supporting information from the victim of trafficking or the NGO’s working with them as the NRM rely on proactive engagement from the first responders.

This enables the SCA to make a conclusive grounds (CG) decision that the person is a victim of human trafficking or modern slavery, this is based on the balance of probabilities. This decision will be made after a minimum of 30 days and often takes a lot longer. If an individual receives a positive CG decision, then the person has officially been identified as a victim of modern slavery. If the person receives a positive CG decision, this will trigger a 45 day move-on period and [recovery needs assessment \(RNA\)](#) in which time the support worker in the NRM is responsible for supporting transition to other services. If they received a negative CG, the individual has 9 days in which to leave support. This can be appealed, and the victim has a right to come back to the First Responder to ask them to submit a reconsideration request.

If an individual receives a negative decision a reconsideration can be requested by the first responder and the local authority should consider whether in this case it is appropriate to submit a reconsideration request. Whether a person has received a positive or negative CG, the First Responder will be notified. The local authority must consider what duties and powers they have to provide ongoing support to the individual following exit from the NRM as the person may still be vulnerable and signposting to services will be required.

2.4 Missing Adults

If a worker suspects that a person may be a victim of modern slavery and the person subsequently goes missing, the police must be contacted immediately, and a description provided. The established safeguarding process should be followed.

2.5 Provision for when consent is declined

1. If an adult does not wish to go through or receive support from the NRM

- The “Duty to Notify Form” for the Home Office still stands and the form must be completed anonymously via the same link as the NRM
- Signpost to other relevant support services available nationally and locally, particularly walk-in services, [survivor services](#) and the [Modern Slavery Helpline](#), if in the future they may seek to access information or help
- Consider what powers the local authority may have to provide support to the individual, , e.g. Localism Act 2011, Care Act 2014, Housing Act 1996, Homelessness Code of Guidance
- Inform the person of their rights and seek to understand why they may not want to engage with the NRM. It is important to note that other organisations have reported that they have provided support to individuals without an NRM referral but many then consent after a few weeks in initial support and subsequently submit their case to the NRM
- Assess risk, and ask the person if they are interested in engaging with police for their protection (to pursue the perpetrator)
- Get in touch with the potential victim again and maintain contact, as this can aid building trust that may result in the person being more likely to enter the NRM

2. If a person does not wish to give evidence or make a statement to the police

- Explain that they are still entitled to receive support through the NRM
- Seek to understand why they may not want to give evidence
- Explain that if they change their mind and wish to give a statement to the police, they can engage with police at a later date

3. If the person wishes to return to their home country

- The Home Office can assist with voluntary return – if an individual has a positive conclusive grounds decision
- [A21](#) as well as [IOM](#) operates assisted voluntary return and reintegration schemes for certain countries
- The person can enter the NRM, if they wish, for support from a caseworker to risk assess and prepare for their return⁶.

3. Good Practice

The First Responder role requires the local authority to build a rapport with the potential victim and reassure them that they are safe. It is important not to re-traumatise the person and the worker will need to assess when it is appropriate to meet with the person and gather information for the NRM referral and safeguarding concern.

3.1 Accompanying Carers

All workers must exercise caution when speaking to a person in front of their carer. The carer may be introduced as a friend, family member or partner. However, the carer may be controlling the person.

Carers or any adult accompanying the person must not be used as an interpreter. Any interpreter used in the referral process must be independent and from a verified agency.

In addition, workers to be aware of Stockholm Syndrome where the victim has created a false emotional attachment to their controller and the presence of alpha victims – where another victim also has control over others

3.2 Maintain a victim-centred approach

- Treat the victim as a victim and not as a criminal
- Services must be provided without discrimination
- Focus on the individual – no two cases are the same
- All information must be treated with confidentiality
- Give the victim autonomy and respect
- Empower the victim to make own decisions
- Do not judge the victim
- Do not re-traumatise the victim
- Consider the benefits of a multi-agency approach
- Address immediate needs but go at the pace of the individual
- Do not put a victim in more danger by trying to assist – be careful of companions
- Do not ask anyone accompanying the victim to assist with interpreting, use DBS checked professional interpreters
- If you think they are controlled by religious, cultural, spiritual beliefs, acknowledge these – this gains trust
- Assistance should proceed on the basis of a victim's full and informed consent (adult only)
- Inform the victim of their rights to assistance and protection – do not make false promises
- Remind participants that modern slavery is a violation of human rights, so all interactions with victims must strive towards restoring these rights.⁷

3.3 On first contact

- Front line practitioners have a responsibility to put the potential victim at ease as far as they are able. This includes ensuring that the victim's initial needs are met, for example they have food, water and appropriate clothing.
- Practitioners should be mindful of their verbal and body language used, which can

have a significant impact on a distressed or traumatised victim's state of mind.

- Remember that individuals will have different needs and think about how best to manage those. Be prepared to adapt your approach according to the circumstances. Things to consider include being mindful of power dynamics of professionals for the victim and being aware of gender role, not having other people around and how this might make a victim feel, and making sure that contact is in an environment where the victim will feel safe.
- There may be language and communication barriers, including literacy or learning disabilities, as well as cultural considerations.
- The Ministry of Justice produces foreign language leaflets to provide advice and support to those affected by human trafficking. [Leaflets are available in Albanian, Chinese, Czech, English, French, Lithuanian, Polish, Romanian, Slovak, Thai, Vietnamese, and Welsh.](#)
- On initial contact, victims may appear unwilling to co-operate, especially if they are in the presence of their controller/traffickers or around other victims. It is likely that the victim has been isolated from family or friends and is living in an unfamiliar country or area. In addition to feelings of fear and intimidation, they may feel dependent on their controllers/traffickers who may be individuals well known to the victim. It's possible they may not understand the concept of trafficking or identify themselves as a victim.
- Not all signs of distress or physical injury will be obvious. There could also be drug/alcohol misuse and associated behaviours.
- Consider possible health concerns. Victims of trafficking may suffer a wide range of psychological and physical problems, including post-traumatic stress disorder.

4. Best Practice

4.1 Interviewing victims

This is a checklist of what needs to be considered when conducting Achieving Best Evidence (ABE) interview with the police as part of gathering evidence for criminal proceedings.

- Checking the victim's health and fitness for interview first
- Ensuring the pace of the interview is considerate of the victim's state of mind
- Explaining roles and processes and ensuring these are understood
- Recognising that the victim may feel stigmatised by the process
- Using neutral spaces for interviews which will put the victim at ease rather than make them feel more anxious
- Guidance meeting - worker to guide the person through the process
- Using female interviewers for female victims

4.2 Data protection

All workers to follow the data protection principles as the information, including person's address, may be of a sensitive nature and place person at high risk if whereabouts are disclosed.

Appendix 1: Organisation Contact details

Organisation	Telephone	Website
MSHTU – Modern Slavery and Human Trafficking Unit	08447782406 Tactical Advice Line & NRM	http://www.nationalcrimeagency.gov.uk/about-us/what-we-do/specialist-capabilities/uk-human-trafficking-centre
NSPCC – CTAC Child Trafficking Advice and Centre	0808 800 5000	www.nspcc.co.uk
CEOP – Child Exploitation Online Exploitation	0870 000 3344	www.CEOP.gov.uk
ECPAT – End Child Prostitution and Trafficking	0207 233 9887	www.ecpat.org.uk
AFRUCA – Africans Unite Against Child Abuse	0844 660 8607	www.afruca.org
Human Trafficking Foundation	020 3773 2040	www.humantraffickingfoundation.org
International Organization for Migration (IOM) STOP THE TRAFFIK	020 7811 6000 0207 921 4258	http://unitedkingdom.iom.int/ www.stopthetraffik.org

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