Hertfordshire Modern Slavery Partnership Launch Document:
Victim Referral Pathways and Corresponding Documents

1. Introduction

The purpose of this launch document is to guide Hertfordshire professionals and NGOs in their use of the adult and child victim referral pathways, and the corresponding documents in cases of suspected modern slavery/human trafficking.

2. Background

According to the Home Office, there are an estimated 10-13,000 victims of modern slavery in the UK.[1] However, this figure is likely to be underestimated due to under-reporting and the hidden nature of the crime.

Under the Modern Slavery Act 2015, specific public authorities have a duty to notify the Secretary of State of any person identified in England and Wales as a suspected victim of modern slavery or human trafficking. These are known as "First Responders". In practice, this means that if a specified public authority has reasonable grounds to believe that a person may be a victim of slavery or human trafficking, they must notify the Home Office.

Every organisation has a role to play in tackling human trafficking/modern slavery in Hertfordshire and therefore we ask that all stakeholders supporting the Hertfordshire Modern Slavery Partnership notify the appropriate channels when they encounter a potential victim. This will help determine the true scale of the issue in the county.

The Hertfordshire Modern Slavery Partnership (HMSP) has developed referral pathways and associated documents to help anyone who may come into contact with a potential victim to respond. These documents include:
1. ***Adult victim referral pathway*** *- to be followed if the potential victim is an adult.[2]*
2. ***Child victim referral pathway*** *- to be followed if the potential victims is suspected or known to be a child.[3]*

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[1] This figure was published in 2014 from research carried out during 2013.

[2] The organisation/department point of contact can be added in by each individual at the bottom of the 'Key Email Addresses' section.

[3] The organisation/department point of contact can be added in by each individual at the bottom of the 'Key Email Addresses' section.

3. **Reporting form for professionals & NGOs** - *to be used if the adult in question <u>does not</u> consent to the NRM, when they do not have care and support needs and the person filling out the form is not a first responder (N.B. All children should be referred to the NRM regardless of consent)[4]*

4. **Information flyer (for victims)** - *this form, which is translated in multiple languages, allows potential victims to understand their rights, what situations amount to exploitation in the UK, and what support they might be entitled to receive. It asks them to tick the boxes that apply to them.*

5. **NRM support booklet (for victims)** - *this provides information to the potential victim about the NRM and what services they might be entitled to, to help him/her make an informed decision.[5]*

3. Purpose

The purpose of the HMSP adult and child victim referral pathways and reporting form is to support staff in Hertfordshire to identify and report possible victims of human trafficking and modern slavery to the appropriate channels. These documents include a step-by-step process from when an adult or a child presents to the service, to submission of specified forms to the Home Office, as well as indicators/questions that can support the original referrer in their interaction with the potential victim. Professionals/NGOs may only have one opportunity to engage with someone and this allows them to do that in the most effective and easiest manner to determine whether someone is potentially being exploited and/or needs support.

4. Who should use them

These documents should be used by anyone that may come into contact with possible victims within the remit of their role at work when they suspect exploitation of a person. This includes but is not limited to public sector organisations, non-governmental organisations, government agencies, faith organisations, charities, businesses etc. More specifically, anyone that suspects possible exploitation of a person

5. How to use them

1) Starting from the top of the pathways, the professional should follow the instructions and outlined steps depending on the situation of the suspected adult and/or child victim.

2) On the back of each of the pathways, information is given on what to do if *someone else is at risk*, possible *indicators* that will help staff to identify whether someone is a potential victim of human trafficking and modern slavery, as well as possible *questions to ask* that may help in determining the potential victim's situation.

3) The professional should check the list of First Responders on the first page of the referral pathway to determine whether they should follow the steps in the First Responder or Non-First Responder boxes. Key email addresses and contact information are also provided under the lists.

4) If based on the indicators and initial questions asked, a professional believes that an adult and/or an older child aged 16-18 is potentially being exploited, and they have confirmed with the person that they

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[4] This form is editable on desktop and all other technical devices.
[5] Following the page numbers, to be folded as a booklet after printing.

are able to read, then the initial information flyer should be given to the person to read and to follow the instructions given on the flyer.

5) In cases where the potential victim is an adult with care and support needs, or a child, the professional should notify adult care services or children's services within 24 hours using the existing Hertfordshire County Council referral mechanisms.

6) In cases where an adult does not wish to be identified on the reporting form, information should be written in such a way that the recipient would not be able to identify who reported the information. (e.g. *It was reported that*).

7) <u>Trafficking and/or modern slavery concerns should never be raised with or translated through anyone accompanying the adult and child under any circumstances. It is also important to consider whether anyone else who is not present may be at risk and to be aware of your professional responsibility towards them.</u>

6. Monitoring and Feedback: Communicating Questions and Concerns

The Partnership will be monitoring the dissemination and impact of the reporting pathways and corresponding documents on the interactions of professionals and NGOs with possible and identified victims of modern slavery and human trafficking.

In the first instance, any feedback should be directed at your manager, safeguarding and/or modern slavery organisation lead.

If further advice is needed, managers should reach out to the Partnership Coordinator, Kat Rolle - kat@shivafoundation.org.uk.

Relevant information can also be found on the website: www.stopexploitationherts.org.uk.

7. Documents Appendix
- HMSP Victim Referral Pathways (Adult and Child)
- HMSP Reporting Form for Professionals and NGOs (Adults Only)
- HMSP Information Flyer (For Victims)
- HMSP NRM Support Booklet (For Victims)

Translated Documents: HMSP Information Flyer and NRM Support Booklet
- Albanian: HMSP Information Flyer, NRM Support Booklet
- Arabic: HMSP Information Flyer, NRM Support Booklet
- Brazilian Portuguese: HMSP Information Flyer, NRM Support Booklet
- Chinese (Mandarin): HMSP Information Flyer, NRM Support Booklet
- Eritrean (Tigrinya): HMSP Information Flyer, NRM Support Booklet
- Hungarian: (Coming Soon)
- Iraqi Kurdish: HMSP Information Flyer, NRM Support Booklet
- Polish: HMSP Information Flyer, NRM Support Booklet

- Romanian: HMSP Information Flyer, NRM Support Booklet
- Slovak: (Coming Soon)
- Vietnamese: HMSP Information Flyer, NRM Support Booklet

(Please Note: Easy read formats are coming soon)