Scope and Purpose
This protocol applies to all employees of Sexual Violence Support Service (the Bedfordshire ISVA Service) and outlines how our service will support perpetrators of sexual offences.

Disclosure of sexual offence to an member of staff:
ISVA may be alerted to offences of a sexual nature by the referrer via the referral form or conversations with partner agencies. Alternatively, a disclosure of a sexual offence may be made directly to a member of the team by the person accessing the support, during the assessment or their conversations with their ISVA/team member.

A disclosure of a referral/client perpetrating a sexual offence will not stop the offender receiving support but it will have an impact on the support we are able to provide.

Safety of staff and colleagues:
The safety of staff is paramount and any ongoing support will have to take that into consideration when assessing the risk and what support will be offered.

Procedure:

1) Immediately following a disclosure or discovery of the client committing a sexual offence, the ISVA will alert ISVA Support Lead as soon as possible. This can be done in writing or verbally. Jointly, the Support Lead and the ISVA will discuss risk, what was disclosed, ISVA concerns, ongoing safety for the team and partner agencies, ongoing ISVA support, etc.
2) The ISVA will inform the client that they will be having a discussion with their line manager around the disclosure/offence.
3) The ISVA will update MODUS about this discussion.
4) If unaware of the sexual offence, the ISVA will try and establish more details from partner agencies if that is an option.
5) Once all information is gathered the ISVA and Support Lead will discuss case again to establish an action plan – this will consider whether the ISVA is safe to continue to work with the client.
6) If it is deemed safe for the ISVA to work with the client the following must be introduced:

- Online and telephone working only – no face to face meetings;
- If a face to face meeting is required consideration will be given to staff working in pairs;
- If a face to face meeting is required and it is not deemed that working in pairs is necessary the ISVA must meet the client in a public place – ie: a café, library, court.

7) The ISVA will keep the client updated as to what is decided and what the action plan will look like.

The above has been adopted as of 01/07/2023 and will remain in place as is unless it is felt necessary to update procedures. The policy will be reviewed in 1 year.