



## Child protection policy

### Statement of intent

Our Nursery wants to work with children, parents, external agencies and the community to ensure the safety of children and to give them the very best start in life.

### Aims

To safeguard children and promote their welfare we will:

- Provide a safe and secure environment for all children
- Create an environment to encourage children to develop a positive self-image
- Provide positive role models and develop a safe culture where staff are confident to raise concerns about professional conduct
- Encourage children to develop a sense of independence and autonomy
- Promote tolerance and acceptance of different beliefs, cultures and communities
- Help children to understand how they can influence and participate in decision-making and how to promote British values
- Provide an environment where practitioners are confident to identify where children and families may need intervention and seek the help they need
- Work with parents to build their understanding of and commitment to the welfare of all our children

### The legal framework for this work is:

- Children Act 1989 and 2004
- Childcare Act 2006
- Safeguarding Vulnerable Groups Act 2006
- The Statutory Framework for the Early Years Foundation Stage (EYFS) 2014
- Working together to safeguard children 2015
- What to do if you're worried a child is being abused 2015
- Counter-Terrorism and Security Act 2015.

### Liaison with other bodies

- We work within the Area Child Protection Committee guidelines.
- We have a copy of Area Child Protection Guidelines available for staff and parents to see.
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements that affect the well-being of children.
- We make any referrals relating to extremism to the police (or the Government helpline) in a timely way, sharing relevant information as appropriate
- We have procedures for contacting the local authority on child protection issues, including maintaining a list of names, addresses and telephone numbers of social workers, to ensure that it is easy, in any emergency, for the Nursery and social services to work well together.
- Records of the local NSPCC contacts are also kept.
- If a report is to be made to the authorities, we act within the Area Child Protection guidance in deciding whether we must inform the child's parents at the same time.

## Methods

### Staffing and volunteering

- Our named person who coordinates child protection issues is **Jenny Dicker**
- We provide adequate and appropriate staffing resources to meet the needs of children.
- All staff will attend child protection training and receive initial basic child protection training during their induction period.
- Applicants for posts within the Nursery are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out checks before posts can be confirmed. Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.
- We abide by Ofsted's requirements in respect of references and police checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the pre-school or has access to the children.
- We give staff members, volunteers and students regular opportunities to declare changes that may affect their suitability to care for the children. This includes information about their health, medication or about changes in their home life such as whether anyone they live within a household has committed an offence or been involved in an incident that means they are disqualified from working with children
- All students will have enhanced DBS checks conducted on them before their placement starts
- Volunteers do not work unsupervised.
- All staff have access to and comply with the whistle blowing policy which will enable them to share any concerns that may arise about their colleagues in an appropriate manner
- We abide by the Protection of Children Act requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the Nursery.
- We take security steps to ensure that we have control over who comes into the Nursery so that no unauthorised person has unsupervised access to the children.

### Disciplinary Action

Where a member of staff or a volunteer is dismissed from the Nursery or internally disciplined because of misconduct relating to a child, we notify the Department of Health administrators so that their name may be included on the List for the Protection of Children and Vulnerable Adults.

### Training

We seek out training opportunities for all adults involved in the Nursery to ensure that they are able to recognise the signs and symptoms of possible physical abuse, female genital mutilation, fabricated illnesses, emotional abuse, sexual abuse and neglect and so that they are aware of the local authority guidelines for making referrals. We ensure that all staff know the procedures for reporting and recording their concerns in the Nursery.

### **Monitoring attendance of children**

The management of the setting is required to monitor all absences in order to safeguard children, and demonstrate this during inspections, so please help our team by letting us know of any planned or unplanned absences as soon as possible.

### **Extremism – the Prevent Duty**

- Under the Counter-Terrorism and Security Act 2015 we have a duty to refer any concerns of extremism to the police (In Prevent priority areas the local authority will have a Prevent lead who can also provide support).
- This may be a cause for concern relating to a change in behaviour of a child or family member, comments causing concern made to a member of the team (or other persons in the setting) or actions that lead staff to be worried about the safety of a child in their care.

### **Planning**

The layout of the room allows for constant supervision. Where children need to spend time away from the rest of the group, the door is left ajar.

### **Curriculum**

- We introduce key elements of child protection into our foundation stage curriculum, so that children can develop understanding of why and how to keep safe.
- Through the curriculum we support children to have the self confidence and the vocabulary to resist inappropriate approaches
- We help children to establish and sustain satisfying relationships within their families, with peers, and with other adults
- Help children to understand how they can influence and participate in decision-making and how to promote British values through play, discussion and role modelling
- We promote tolerance and acceptance of different beliefs, cultures and communities
- We create within the Nursery a culture of value and respect for the individual.
- We ensure that this is carried out in a way that is appropriate for the ages and stages of our children.

### **e-Safety**

Our nursery is aware of the growth of internet use and the advantages this can bring. However it is also aware of the dangers and strives to support children, staff and families in using the internet safely.

Within the nursery we do this by:

- Ensuring we have appropriate antivirus and anti-spyware software on all devices and updating them regularly
- Using approved devices to record/photograph in the setting
- Never emailing personal or financial information
- Reporting emails with inappropriate content to the internet watch foundation (IWF [www.iwf.org.uk](http://www.iwf.org.uk))
- Ensuring content blockers and filters are on our computers, laptops and any mobile devices
- Ensuring children are supervised using internet devices

- Integrating e-safety into nursery daily practice by discussing computer usage 'rules' deciding together what is safe and what is not safe to do online
- Talking to children about 'stranger danger' and deciding who is a stranger and who is not, comparing people in real life situations to online 'friends'
- When using Skype and Face Time (where applicable) discussing with the children what they would do if someone they did not know tried to contact them

### **Complaints**

- We ensure that all parents know how to complain about staff or volunteer action within the Nursery that may include an allegation of abuse.
- We follow the guidance of the Local Safeguarding Children Board (LSCB) when investigating any complaint that a member of staff or volunteer has abused a child.
- We follow all the disclosure and recording procedures when investigating an allegation that a member of staff or volunteer has abused a child as if it were an allegation of abuse by any other person.
- Responding to suspicions of abuse
- We acknowledge that abuse of children can take different forms - physical, emotional, sexual and neglect.
- When children are suffering from physical, sexual or emotional abuse, this may be demonstrated through changes in their behaviour, or in their play. Where such changes in behaviour occur, or where children's play gives cause for concern, the Nursery investigates.
- We allow investigation to be carried out with sensitivity. Staff take care not to influence the outcome either through the way they speak to children or ask questions of children.
- Where a child shows signs and symptoms of 'failure to thrive' or neglect, we make appropriate referrals.

### **Disclosures**

Where a child makes a disclosure to a member of staff, that member of staff:

- offers reassurance to the child;
- listens to the child; and
- gives reassurance that she or he will take action.

The member of staff does not question the child or promise the child confidentiality.

### **Recording suspicions of abuse and disclosures**

Staff should make an objective record of any observation or disclosure, supported by Jenny Dicker. This record should include:

- Child's name
- Child's address
- Age of the child and date of birth
- Date and time of the observation or the disclosure
- Exact words spoken by the child
- Exact position and type of any injuries or marks seen
- Exact observation of any incident including any other witnesses
- Name of the person to whom any concern was reported, with date and time; and the names of any other person present at the time
- Any discussion held with the parent(s) (where deemed appropriate).

These records are signed and dated and kept in a separate confidential file.

Staff must not make any comments either publicly or in private about the supposed or actual behaviour of a parent or member of staff.

All members of staff know the procedures for recording and reporting.

### **Informing Parents**

Parents are normally the first point of contact. If a suspicion of abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the Local Safeguarding Children Board (LSCB) does not allow this. This will usually be the case where the parent is the likely abuser. In these cases the investigating officers will inform parents.

### **Confidentiality**

All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board (LSCB).

### **Support to families**

- The Nursery takes every step in its power to build up trusting and supportive relations among families, staff and volunteers in the group.
- The Nursery continues to welcome the child and the family whilst investigations are being made in relation to abuse in the home situation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child only if appropriate under the guidance of the Local Safeguarding Children Board (LSCB).
- With the proviso that the care and safety of the child is paramount, we do all in our power to support and work with the child's family.

### **Contact telephone numbers**

- Local authority children's social care team **03000 411111**
- Local authority Designated Officer (LADO) **03000 410888**
- Ofsted **0300 123 1231**
- Non-emergency police **101**
- Government helpline for extremism concerns **020 7340 7264**

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