

SAFEGUARDING CHILDREN

Statement of intent

Merry Poppets works with children, parents and the community to ensure the safety and protection of children and to give them the very best start in life.

Aims

Our aims are to:

- create an environment in our setting which is safe and secure for all children;
- enable children to have the self confidence and the vocabulary to resist inappropriate approaches;
- encourage children to establish and sustain satisfying relationships within their families, with peers, and with other adults;
- encourage children to develop a sense of autonomy and independence;
- work with parents to build their understanding of and commitment to the welfare of all our children.

In order to fulfil these aims

- Our staff have received training in Safeguarding Children with the senior staff receiving update training every three years
- We follow the guidelines laid down by the Local Safeguarding Children Board
- All members of staff know the settings' procedures for recording and reporting incidents.
- In consultation with parents/carers we are able to refer children for additional help through the Common Assessment Framework
- We notify the registration authority (Ofsted) of any incident or accident which affects the wellbeing of children.
- We have procedures for contacting the local authority's Intake and assessment team on safeguarding children issues
- If a report is to be made to the authorities, we take advice from the Intake and assessment team in deciding whether we must inform the child's parents at the same time.

How we ensure that Children are safe and protected

Staffing and volunteering

- We have a named person who coordinates safeguarding children issues Jane Laycock.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- All staff have a duty to maintain the wellbeing of children in their care.
- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out Enhanced CRB checks and take-up references 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 requirements in respect of references and police checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the setting or has access to the children.
- Volunteers do not work unsupervised.
- All staff are subject to 'an enhanced CRB before working with us
- The nursery has a copy of Working Together to Safeguard Children for all staff to reference if needed and it is situated in reception.
- 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 lead to dismissal for reasons of safeguarding children concern.

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- We have procedures for recording the details of visitors to the setting.
- We take security steps to ensure that we have control over who comes into the setting 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 Setting or internally disciplined because of misconduct relating to a child, we notify Ofsted, the LSCB and if required the ISA so that the name may be included on ISA barred list.

Training

All of our senior staff have received training on Safeguarding Children Issues. We seek out training opportunities for all adults involved in the Setting to ensure that they are able to recognise the signs and symptoms of possible physical abuse, 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 are aware of the procedures for reporting and recording their concerns in the setting.

We have a password to the LSCB Training System to update all new staff, this can be obtained from your manager. We provide basic in-house training upon induction and through the LSBC website.

- Safeguarding is discussed at every staff meeting.

Guidance

Providers must have regard to the Government's statutory guidance 'Working Together to Safeguarding Children.' If providers have concerns about children's safety or welfare, they must notify agencies with statutory responsibilities without delay. This means the local children's social care services and, in emergencies, the police.

Curriculum

- We create within the setting 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.
- We introduce key elements of safeguarding children into our foundation stage curriculum, or activity planning so that children can develop an understanding of why and how to keep safe. (e.g. Stranger Danger, Road Safety)

Complaints

- We ensure that all parents know how to complain about staff or volunteer action within the setting, which may include an allegation of abuse.
- We have a procedure on allegations made against a member of staff
- We notify Ofsted and the Intake and Assessment Team when we receive an allegation made about a member of staff, in line with our procedure
- 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.

If we suspect 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 Setting will investigate and seek advice from the Safeguarding Team.
- We allow investigation to be carried out with sensitivity. Staff in the setting take care not to influence the outcome either through the way they speak to children or ask questions of children.

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- Where a child shows signs and symptoms of 'failure to thrive' or neglect, we make appropriate referrals. We seek parent's permissions before making a referral unless by seeking this permission we put a child at risk.
- We work co-operatively with the parent unless this is inconsistent with the need to ensure the child's safety

Disclosures made to us

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 act.

The member of staff does not question the child – the golden rule is observe and listen but do not probe.

Recording and Reporting suspicions of abuse and disclosures

Staff make a record of:

- The child's name; address, date of birth;
- The date and time of the observation or the disclosure;
- An objective record of the observation or disclosure;
- The exact words spoken by the child;
- The name of the person to whom the concern was reported, with date and time;
- The names of any other person present at the time.

LSBC and OFSTED must be notified within 14 days of any allegations of abuse or harm, either on the premises or elsewhere without delay.

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

The member of staff will discuss the incident with the Supervisor and a decision will be made about who should be notified. If a child's safety is at risk the Intake and Assessment Team will be contacted immediately. We will take advice from them regarding information, then give it to parents.

In a case where a child is not in immediate danger, we try to discuss the matter with parents before making any referrals. However, it is the welfare of the child which is paramount, and this is at the forefront of all our actions. We are aware that many children have suffered because of lack of communication between agencies, and that government guidance now encourages the full sharing of information. We shall therefore use our professional judgement in sharing information with the agencies that 'need to know', being open and honest with parents and children as to why we feel we need to share the information.

Full records of conversations will be maintained when any referrals or discussions are held with any other agencies or with parents prior to a referral. These records will include dates and times of the conversation, who we speak to, and the advice we were given.

Informing Parents

We will always aim to involve parents in any referrals before they are made. However, if a suspicion of abuse is recorded, and the child is considered at risk an immediate referral will be made to the Intake and Assessment Team and we will take their advice on informing parents.

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Confidentiality

All suspicions and investigations are kept confidential and shared only with those who need to know. If there are concerns within a setting it is important that the Supervisor is made aware of them. However, children will work with a number of different adults in a setting and they should also be made aware that there are concerns about an aspect of well-being of the child in question. Any information shared with external agencies is done under the guidance of the Local Safeguarding Children Board.

Support to families

- The setting takes every step in its power to build up trusting and supportive relations among families, staff and volunteers in the group.
- The setting 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.
- 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.

Drugs and Alcohol

If a parent or carer arrives to collect a child and it is deemed that they are intoxicated with either drugs or alcohol, the decision will be made by the manager to telephone the emergency contact number and make arrangements for the child to be collected by them. If the parent / carer becomes abusive or makes a nuisance of themselves, the police will be called as will social services. At all costs, that staff will feel a duty to keep themselves and the child safe – no hesitation will be made when calling the police.

Use of phones

We have a no mobile phone policy for all staff at Merry Poppets Nursery. Visitors are asked to lock their phones either in their car or to be left in reception whilst in the building.

Use of Cameras

We have nursery cameras which are used by staff only. Once photos have been printed they are deleted and not stored.

The Safeguarding Vulnerable Groups Act 2006

The Safeguarding Vulnerable Groups Act is an important part of a bigger programme of work this programme of work extends across Governments Departments and is designed to solve the failures identified by the 2004 Bichard enquiry arising from the Soham murders. Full details of this act are attached (See attachment a)

REVIEWING THE POLICY

The Policy will be reviewed every year unless a change in legislation necessitates a shorter review period or there are changes in the activities or personnel of the Provision that require changes to be made.

Adapted by: Jane Laycock

Date: February 2019

Signed by:

Review date: February 2020