



Policy Document 08 – Safeguarding Children Policy including Child Protection

01	We want to work with children, parents and the community to ensure the safety of children and to give them the very best start in life.
02	<p>With respect to child protection we aim to:</p> <ul style="list-style-type: none">• Create an environment which encourages children to develop a positive self image, regardless of race, language, religion, culture or home background;• Help 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;• Enable children to have the self confidence and the vocabulary to resist inappropriate approaches• Work with parents to build their understanding of and commitment to the welfare of all our children.
03	We will notify the registration authority (Ofsted) of any major incident or accident and any changes in our arrangements which affect the well-being of children.
04	We have procedures for contacting the local authority on child protection issues, including maintaining a list of names, addresses and telephone numbers to ensure that it is easy, in any emergency, for us to work quickly & effectively with social services. This list is kept in the Child Protection Reference File.
05	We provide adequate and appropriate staffing resources to meet the needs of children.
06	Applicants for posts with us will be 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.
07	We abide by Ofsted requirements in respect of references and police checks for staff to ensure that no disqualified person or unfit person works here or has access to the children.
08	If we receive any visitors their details are recorded, including their arrival & departure time.
09	Should we have cause to dismiss a member of staff at any time because of misconduct relating to a child, we will notify the Department of Health administrators so that the name may be included on the List for the Protection of Children and Vulnerable Adults.

- 10 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.
- 11 We introduce key elements of child protection into our foundation stage curriculum, so that children can develop an understanding of why and how to keep safe.
- 12 We will ensure that all parents know how to complain about staff within the nursery, which may include an allegation of abuse. This is shown in our Complaints Policy.
- 13 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 or neglect, 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, we will investigate. We will take care not to influence the outcome either through the way we speak to children or ask questions of children.
- 14 Where a child makes a disclosure to us, or we observe something of concern with relation to a child, we will:
- offer reassurance to the child;
 - listen to the child; and
 - give reassurance that she or he will take action.
- When recording suspicions of abuse and disclosures we will make a record of;
- The child's name;
 - The child's address;
 - The age of the child;
 - 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 if they spoke;
 - The name of the person to whom the concern was reported, with date and time; and
 - The names of any other person present at the time.
 - Details of any and all actions taken as a result of the concern.

15	These disclosures are written up on Form 29 Child Disclosure Form or on Form 43 Child Concern Note depending on whether the concern was disclosed or observed. These are kept in a separate confidential file. All suspicions and investigations are kept confidential and shared only with those who need to know.
16	We will take every step in our power to build up trusting and supportive relations among families, staff, & those associated with us. We will continue to welcome the child and the family whilst investigations are being made in relation to abuse in the home situation. 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.
17	Staff are not permitted to carry mobile phones, incorporating camera's or their own personal camera's on nursery premises at any time. Those found doing so will be liable to disciplinary action.
18	Staff are not permitted to accept any personal gifts or from children or their parents. Gifts or cards for the whole staff team can be accepted. Staff are not permitted to give gifts or cards to any children or their families.
19	To protect our children from radicalisation we promote British Values (refer to Policy 30). Our practice engrains the core values of the British Values Wheel - Individual Liberty, Rule of Law, Mutual Respect and Tolerance, and Democracy.
20	Our Lead Designated Safeguarding Officer(LDSO) is Lianne Fink.

Prepared by	Rob Green
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