



SAFEGUARDING POLICY & PROCEDURE (CHILD PROTECTION)

Statement of Intent

New Millside Pre-school has a duty to safeguard and promote the welfare of children. The protection of children is of paramount importance. We have ensured that our policy is in line with Standard 13 of the National Standards, the DfES summary, 'What to do if you are worried a child is being abused' & BCC EYCS Safeguarding/Child Protection Information & Guidance.

Aims

Our aims are to;

- Create an environment in our pre-school 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; and
- Work with parents to build their understanding of and commitment to the welfare of all our children – parents are encouraged to inform us of any existing injury on arrival so that they may be recorded.

New Millside Pre-school is a Rights Respecting Early Years Setting and has the UN Convention on the Rights of Child at the heart of its core values. We prepare the community to recognise the universality of children's rights and to support the rights of other locally and globally and ensure we have strong arrangements for protecting children from all forms of abuse and harassment – This relates to Article 19 of United Nations Convention on the Rights of the Child – protection from all forms of violence.

Prevent Duty

We are required to 'have due regard to prevent people from being drawn into terrorism'. To be both effective and lawful, we must meet specific legal duties, including those arising from the Prevent Duty. This sets out the need for 'British Values' to help everyone live in safe and welcoming communities where they feel they belong. These British Values are designed as:

- Democracy
- The rule of law
- Individual liberty and mutual respect
- Tolerance of those with different faiths and beliefs

These values are universal aspirations for equality. As such they are fundamental to helping all children become compassionate, considerate adults who form part of a fair and equal society. We will demonstrate these values through the management and implementation of the Early Years Foundation Stage and through policies and procedures relating to equality, behaviour and safeguarding, with which the Prevent Duty is entirely consistent. We will ensure that we share these beliefs and that they are understood and applied by all staff, volunteers, and where appropriate, parents. We will ensure:

- Staff will undertake Prevent awareness training.
- Staff are able to identify children who may be vulnerable to radicalization, and know what to do when they are identified
- They assess the risk of children being drawn into terrorism and work in partnership with local parents such as the police, Prevent Co-ordinators and LADO, to take account of local risks and respond appropriately.
- They take action when they observe behaviour of concern
- They focus on children's personal, social and emotional development, ensuring children learn right from wrong, mix and share with other children, value other's views, know about similarities and differences between themselves and others and challenge negative attitudes and stereotypes.
- They make referrals to local Channel Panels, Police or local LSCB if there are concerns that an individual may be vulnerable to being drawn into terrorism or extremism
- They assess their training needs in the light of their assessment of the risk

Our key person approach means we already know our key children well and we will notice any changes in behaviour, demeanour or personality quickly. We will assist and advice families who raise concerns with us

Female Genital Multilation (FGM)

Collective term for a range of procedures which involve partial or total removal of the external female genitalia for non-medical reasons, sometimes referred to as female circumcision, or genital cutting

This is against the law, yet for some communities it is considered a religious act and cultural requirement. It is illegal for someone to arrange for a child to go abroad with the intention of having her circumcised. If any of the above areas of concern is brought to the attention of Mew Millside Pre-school we will report those concerns to the appropriate agency in order to prevent this form of abuse taking place.

The legal framework for this work is;

- Family Act 2014
- The Rehabilitation of Offenders Act
- The Children Act 1989
- Human Rights Act 1998
- Data Protection Act 1984
- The Protection of Children Act 1999
- The Children (NI) Order
- The Children (Scotland) Order
- The Education Act 2002 (section 78)

Liaison with other bodies

- We work within the Buckinghamshire Safeguarding Children's Board (formerly Area Child Protection Committee) Guidelines.
- We have a copy of Buckinghamshire Safeguarding Children's Boards' Guidelines available for staff and parents.
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangement which affect the wellbeing of children.
- 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 pre-school 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 Buckinghamshire Safeguarding Children's Board in deciding whether we must inform the child's parents at the same time.

Methods

Staffing & Volunteering

- Our named persons who co-ordinate safeguarding issues are **LUCIE BAKER & KAREN BARNES**
- We provide adequate and appropriate staffing resources to meet the needs of children.
- Applicants for posts within the pre-school 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 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.
- Volunteers do not work unsupervised.
- 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 pre-school.
- We take security steps to ensure that we have control over who comes into the pre-school, so that no unauthorised person has unsupervised access to the children.

Disciplinary Action

Where a member of staff or volunteer is dismissed from the pre-school or internally disciplined because of misconduct relating to a child, we notify the Department of Health administrators so that the 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 pre-school 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 know the procedures for reporting and recording their concerns in the pre-school.

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.
- We create within the pre-school 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.

Complaints

- We ensure that all parents know how to complain about staff or volunteer action within the pre-school, which may include an allegation of abuse.
- We ensure the guidance of the Buckinghamshire Safeguarding Children's Board 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 pre-school investigates.
- We allow investigation to be carried out with sensitivity. Staff in the pre-school 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 will:

- Offer reassurance to the child.
- Listen to the child; and
- Give reassurance that she/he will take action.
- The member of staff does not question the child, but will not promise confidentiality.

Recording suspicions of abuse and disclosure

Staff 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;
- 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.

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

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

If a referral is made by telephone we will confirm this in writing within 48 hours. This should be acknowledged by social services within one working day. If not we will re-contact them after 3 days

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 Buckinghamshire Safeguarding Children's Board does not allow this. This will usually be the case where the parent is the likely abuser. In these cases 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 Buckinghamshire Safeguarding Children's Board.

Support to families

- The pre-school takes every step in its power to build up trusting and supportive relations among families, staff and volunteers in the group.
- The pre-school 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 Buckinghamshire Safeguarding Children's 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.

Helplines & Referrals

Buckinghamshire County Council Bucks Customer Services	08453 708090	Ask for Duty Social Worker
Aylesbury Area	01296 387957	Ask for the relevant Referral & Assessment Team
Social Work Emergencies Emergency Duty Team	01494 675802	
Social Services First Response	0845 4600 001	
Care Line	0800 137 915	
NSPCC	0800 800 5000	
Ofsted	0300 123 1231	
NCMA Helpline	0800 688 4486	
Advice from Bucks EYDCS	0845 370 8090	
Child Protection & Sexual Crime Unit	01628 816935	
Thames Valley Police Child Abuse Investigation Unit	08458 505 505	
Local Authority Designated Officer	01296 382070	