

## **Safeguarding Children Policy**

### **Policy Statement**

Our setting will work with children, parents and the community to ensure the rights and safety of children and to give them the very best start in life. We are committed to building a 'culture of safety' in which children are protected from abuse and harm in all areas of our service delivery.

### **Our Setting provision ensures that:**

- The welfare of the child is paramount.
- All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- The child protection officer (TANIQUE MCDONALD NEE BAILEY) will be trained in child protection and will follow the Newham local safeguarding children board child protection handbook.

All Practitioners/Students/Volunteers who comes into contact with children and their families in everyday work, no matter of their role has a duty to safeguard and promote the welfare of children. **Failure to do so will result as gross misconduct.**

### **Staff would have basic awareness of sign of abuse on their first day of induction in order to identify such as:**

- Significant changes in children's behaviour

- Deterioration in their general well-being
- Unexplained bruising, marks or signs of possible abuse
- Neglect
- The comments children make which give cause for concern

We may have a concern about a child or may be approached by social services and asked to provide information about a child or family or asked to attend a child in need conference or may be asked to carry out a specific type of assessment in which we will need to obey by. (REMEMBERING TO FOLLOW THE CONFIDENTIALITY POLICY AT ALL TIMES).

**All practitioners' students/volunteers working with children and their families must** be familiar with and follow the Lord's Day Nursery procedures for promoting and safeguarding the welfare of children and know who to contact **within** and **outside**.

The Setting to express concerns about a child's welfare. This will be shown and discussed on first day of induction. Practitioners/Volunteers/Students will also be given a copy of the safeguarding policy to read during their induction.

**Practitioners are prohibited from doing anything that may jeopardise a police investigation such as asking a child a leading question or attempt to investigate the allegations of abuse.**

All Practitioners/students/volunteers should discuss any concerns about a child with the designated officer (Where it safe to do so). The Practitioner will then seek advice as to what the next steps to be taken based on the information and evidence given.

When a practitioner receives a disclosure from a child, the member of staff **MUST** listen to the child, offer reassurance and **MUST NOT** question the child.

**A written record that forms an objective record of the observation or disclosure will include:**

The date and time of the disclosure or observation, the exact words spoken by the child as far as possible, the name of the person to whom the concern was reported to with date and time, the names of any other person present at the time. These records are signed and dated and kept in the child's personal file which is kept securely and confidential.

The Practitioners should contact the child protection officer (TANIQUE MCDONALD NEE BAILEY) who will contact the Child Protection Advice Line for advice.

The Practitioner ensures all practitioners/students/volunteers has access to the policy and understands the basic of the requirements such as what to look out for and who to report to. Also the practitioner has the responsibility of ensuring that all staff/students/volunteers has read and understood the confidentiality policy.

### **To ensure Good Practice, we will:**

- Always work in an open environment avoiding private or unobserved situations and encouraging open communication.
- Always put the welfare of each young child first.
- Building balanced relationships based on mutual trust and empowering children to share in decision making.
- Secure parental consent in writing to administer emergency first aid and/or other medical treatment if the need arises
- Keeping a writing record of any injury that occurs either in the setting or from home, along with the details of any treatment given.

### **Use of Photographic/filming Equipment at the Setting and Events**

The setting will be vigilant and no photography of any kind allowed except for display and observational purposes with the consent of the parents. The images will be appropriately stored away. Any concerns will be reported to the Child Protection Officer (TANIQUE MCDONALD NEE BAILEY). The Setting Camera is prohibited to be taken into the children's changing area or toilets. All photographs would be taken with the Setting digital camera and given to the Practitioner (**TANIQUE MCDONALD NEE BAILEY**) to develop the pictures.

### **The use of mobile phones around the setting is strictly prohibited (As in mobile phone & Camera policy)**

If any actions of Practitioners are not in line with this policy, then this would be classified as a serious misconduct and the Practitioner shall follow the procedures of disciplinary.

Any **ALLEGATIONS** of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegation was said to be committed on the premises or anywhere else) or any other type of abuse will be notified to the LSCB and then OFSTED would also be notified. In a very serious emergency, the local police would be contacted straight away. Where the allegation is against any staff will be suspended from working until the completion of the investigation by the relevant agencies. In the event that the accused staff did not commit an offence, the staff will be supported back into the workplace and will have ongoing support as necessary. Where the staff is found to commit the offence, the staff will be dismissed from the setting because of misconduct relating to a child, we will also notify the Independent Barring Board administrators so that the name may be included on the Protection of children Register and vulnerable Adults Barred List.

The named Child Protection Officer within the Setting is **TANIQUE MCDONALD NEE BAILEY**.

All concerns of a child must be reported to the officer (TANIQUE MCDONALD NEE BAILEY) immediately who will follow the Newham local safeguarding children board procedures.

- **We consider factors affecting parental capacity and risk, such as social exclusion, domestic violence, parent's drug or alcohol abuse, mental or physical illness or parent's learning disability.**
- **We consider factors affecting parental capacity and risk, such as social exclusion, domestic violence, parent's drug or alcohol abuse, mental or physical illness or parent's learning disability.**
- **We are aware of other factors that affect children's vulnerability such as abuse of disabled children; fabricated or induced illness; child abuse linked to beliefs in spirit possession; sexual exploitation of children; such as through internet abuse and Female Genital Mutilation (FGM) and radicalisation that may affect or may have affected, children and young people using the provision.**
- **We also make ourselves aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through force marriage or honour based violence or may be victims of child trafficking. While this may be less likely to affect young children in our care, we may become aware of any of these factors affecting older children and young people who we may come into contact with.**

- Where we believe that a child in our care or that is known to us may be affected by any of these factors we follow the procedures below for reporting child protection concerns and follow the LSCB procedures.
- Where such evidence is apparent, the child's key person makes a dated record of the details of the concern and discusses what to do with the member of staff who is acting as the 'designated person'. The information is stored on the child's personal file.
- In the event that a staff member or volunteer is unhappy with the decision made of the designated person in relation to whether to make a safeguarding referral they must follow escalation procedures.
- We refer concerns to the local authority children's social care department and co-operate fully in any subsequent investigation. NB in some cases this may mean the police or another agency identified by the Local Safeguarding Children Board.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.
- The views of the will always be taken into account , but the setting may override the young person's refusal to consent to share information if it feels that it is necessary to prevent a crime from being committed or intervene where one may have been, or to prevent harm to a child or adult. Sharing confidential information without consent is done only where not sharing it could be worse than the outcome of having shared it.
- We have a whistleblowing policy in place.

### **Liaison with Other Agencies**

**We work within the Local Safeguarding Children Board guidelines.**

**The current version of 'What to do if you're worried a child is being abused' available for parents and staff and all staff are familiar with what they need to do if they have concerns.**

**We have procedures for contacting the local authority regarding 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 setting and children's social care to work well together.**

**We notify OFSTED of any incident and any changes in our arrangements which may affect the well-being of children or where an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on our premises or elsewhere). Notifications to OFSTED are made as soon as is reasonable practicable, but at least within 14 days of the allegations being made.**

**Contact details for the local National Society for the Prevention of Cruelty (NSPCC) are also kept.**

**List of key contact numbers:**

- **Lord's Day Nursery Child Protection Officer: TANIQUE MCDONALD NEE BAILEY. Telephone number 07984239688/ 0208 279 3588**
- **Newham Child Protection Team: 020 373 4600 (9 a.m. – 5.15 p.m.)**
- **Out of Hours Emergency Duty Team: 0203 373-4600**
- **TRIAGE / TEAM: 0208 373 4600**
- **NSPCC: 0800 8005 000 (email: <http://www.nspcc.org.uk>)**
- **Local Safeguarding Children Board (LSCB) website:  
<http://iscb@newham.gov.uk>**
- **Local Authority Designated Officer (LADO Mr Nick Pratt): 0203 373 3392**
- **Ofsted: 030012 1231**

Lord's Day Nursery Reviewed: December 2017

Next Review Date: December 2018