

Safeguarding Policy

Date – 8th September 2019

Written by – Rosalyn Phillips (Designated Safeguarding lead) who has attended the following relevant training: Child Protection, Female genital mutilation (FGM), Prevent duty and British values, Child sexual exploitation and e-safety training.

Our first responsibility and priority is towards the children in our care. If any member of staff has a cause for concern about a child either within or outside of the setting they will report it, following the procedures set out by Derby and Derbyshire Safeguarding Children Partnership which can be found at <http://www.ddscp.org.uk/>.

Each child's safety and well-being will be maintained by:

- Providing a safe and secure environment
- Listening to and seeking the views of children
- Ensuring appropriate supervision ratios
- Ensuring all staff and volunteers have undergone appropriate checks including a Disclosure and Barring Service (DBS) check
- Ensure that all staff understand the need to disclose any changes that may affect their ability to care for children including those living in their household
- Never leaving a child alone with an adult who has not undergone the appropriate checks
- Informing parents / carers if their child is injured whilst in our care
- Seeking medical treatment if an injury is serious
- Keeping clear records of accidents, incidents and concerns
- Sharing information daily with parents / carers about their child's welfare and expecting parents / carers to do the same.
- Ensuring all staff have access to regular training to ensure knowledge is kept up to date and that they are working to the child protection procedures approved by the LSCB.
- Supporting children in developing confidence, high self-esteem and the skills needed to speak up when something is wrong
- Teaching children that they have a right to privacy regarding their body and in the bathroom and respecting this
- Using mobile phones and cameras in accordance with our policy on these

All staff understand that child abuse can be physical, emotional, sexual (including FGM), neglectful, or a mixture of these. Signs and symptoms may include;

- Significant changes in children's behaviour
- Unexpected bruising, marks or signs of possible abuse
- Comments made which give cause for concern
- Deterioration in general wellbeing
- Signs of neglect – e.g inappropriate or dirty clothing, inadequate food
- Inappropriate behaviour towards others

If we suspect a child may be at risk we will implement the Local Safeguarding Children Board procedures without delay to minimise any risk to the child. We will call the local social services' duty desk immediately and will follow it up with a written referral within 48 hours. We will keep a factual record of the concern and will ask the parents for an explanation, providing it would not put the child at risk.

If a child tells us that they or another child is being abused, we will:

- Show that we have heard what they are saying, and that we take their allegations seriously
- Encourage the child to talk, but will not prompt them or ask them leading questions. We will not interrupt when a child is recalling significant events and will not make a child repeat their account
- Explain what actions we must take, in a way that is appropriate to the age and understanding of the child
- Write down what we have been told using exact words where possible
- Make a note of the date, time, place and people who were present at the discussion
- Report our concerns immediately to the relevant social care team – either the First Contact Team in Derby or Starting Points in Derbyshire

If an allegation is made against any member of staff, it will initially be reported to the designated safeguarding lead Rosalyn Phillips. In the event that an allegation is made against Rosalyn herself this will be reported to the safeguarding trustee Gillian Hall. They will work together to ensure all allegations are taken seriously and investigated according to the LSCB guidelines including making reports to Social Care, Ofsted and the Police where appropriate.

All settings also have a duty to “have due regard to the need to prevent people from being drawn into terrorism”. If we have any reason to be concerned that a child or their family may be at risk we will report this to the relevant authorities and will actively promote “British values” to ensure that children develop ethics and skills to minimise them being at risk in the future.

In all instances above we will record:

- the child’s full name and address
- the date and time of the record
- factual details of the concern, for example bruising, what the child said, who was present
- details of any previous concerns
- details of any explanations from the parents
- any action taken such as speaking to parents.

We understand it is not our responsibility to attempt to investigate the situation ourselves.

Useful telephone numbers

Derby Children’s Social Care Duty Officer	01332 641172
Derby Children’s Social Care Out of hours (careline)	01332 786968
Local Authority Designated Officer (LADO)	01332 642376
Derbyshire Starting Point	01629 533190
Derbyshire out of hours (Call Derbyshire)	01629 532600
Police: Derbyshire central referral unit	0845 123 33 33
Police emergency / Non emergency	999 / 101
Derby early years team	01332 642610
Ofsted	0300 123 1231
NSPCC child protection helpline – 24-hour helpline for people worried about a child	0808 800 5000