



Ambourne House Day Nursery

South Gloucestershire Safeguarding & Child Protection (featuring whistle blowing procedure)

Safeguarding Children and Child Protection

(Including managing allegations of abuse against a member of staff)

Policy statement

At Ambourne House Day Nursery and Pre-School we 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.

One of the underlying principles of The Children Act 1989 is that the welfare of the child is paramount at all times. As nursery staff we have a responsibility and a duty to help protect and safeguard the children at all times whilst in our care.

Children attending nursery have a right to feel safe, and staff working within the nursery have a responsibility to act promptly on any concerns they may have regarding a child's welfare and wellbeing, working in partnership with parents and carers.

This policy should be read in conjunction with the South West Child Protection Procedures, available electronically on www.swcpp.org.uk and information available on

<http://sites.southglos.gov.uk/safeguarding/children/i-am-a-professional/child-protection-procedures/>

Objective

Ambourne House Day Nursery & Pre-school will

- Provide an environment which encourages children to develop a positive self-image, regardless of race, language, religion, culture or home background
 - Assist children to establish and sustain satisfying relationships within their family, with peers and 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 in partnership with parents and carers to build their understanding of, and commitment to the welfare of all our children.
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- Our designated person who co-ordinates child protection issues is:
Nursery Manager: Lorraine Doyle
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- Our designated person who deputises is:
Duty Manager: Roberta Ferri or Deputy Manager: Clare Hazell

Scope

This policy applies to everyone in the nursery including, staff, students and volunteers.

The Safeguarding / Child Protection Lead Person is the Nursery Manager, in her absence the Deputy Manager will take the lead.

The Five Main categories of abuse as described in The Children Act 1989 are:

- Physical
- Sexual
- Emotional
- Neglect
- Domestic Abuse

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.

Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

Indicators of Physical Abuse

- scratches / cuts / bite marks / pinch marks inconsistent with normal play activities
- burns / scalds inconsistent with explanations offered
- bruises in body areas not usually harmed through normal play activities
- bruises indicative of slaps, punches, being squeezed or violently shaken
- bruises suggesting the use of straps or sticks nervous / fearful watchfulness; fear of physical contact by adults
- unexplained fractures

Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening.

The activities may involve physical acts, including penetrative or non-penetrative acts.

They may include non - contact activities, such as involving children in looking at, or in the production of sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Indicators of Sexual Abuse

- scratching / soreness / unexplained rashes in the genital area
- stained / blood-stained underclothes
- bruises on inner thighs and buttocks
- discomfort when sitting or walking
- constant wetting or soiling of clothing
- suggestion of undue sexual awareness through play, drawings or the use of inappropriate words

Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child, such as to cause severe and persistent adverse effects on the child's emotional development.

It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

It may feature age or developmentally inappropriate expectations being imposed on children, as well as over protection or limitation of exploration of learning, or preventing the child participating in normal social interaction.

It may involve seeing or hearing the ill treatment of another.

It may involve serious bullying, causing children frequently to feel frightened or in danger, or the exploitation or corruption of children.

Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur 'alone'.

Indicators of Emotional Abuse

- Undue aggression or withdrawal
- Constant wetting or soiling of clothing
- Poor language development / speech
- Disorders such as stammering or stuttering
- Inability to relate to adults and / or other children
- Telling lies
- Tantrums beyond the age where they would be expected as normal development.

Neglect

Neglect is the persistent failure to meet a child's basic physical and / or psychological needs, likely to result in the serious impairment of the child's health or development.

Neglect may occur during pregnancy as a result of maternal substance abuse.

Once a child is born, neglect may involve a parent or carer failing to;

- provide adequate food, clothing and shelter
- protect a child from physical and emotional harm or danger
- ensure adequate supervision
- ensure access to appropriate medical care and treatment
- it may also include neglect of, or unresponsiveness to, a child's basic emotional and physical needs

Indicators of Neglect

- inappropriate or inadequate clothing
- poor standards of personal hygiene / unwashed
- dirty clothing
- constant hunger
- constant tiredness / listlessness
- underweight
- untreated medical conditions
- if wearing nappies, constant soreness / nappy rash

Domestic Abuse

Domestic Abuse is any type of controlling, bullying, threatening, or violent behaviour between people in a relationship. But it isn't just physical violence – domestic abuse includes emotional, physical, sexual, financial or psychological abuse.

Abusive behaviour can occur in any relationship. It can continue even after the relationship has ended. Both men and women can be abused or abusers. Domestic abuse can seriously harm children and young people. Witnessing domestic abuse is child abuse, and teenagers can suffer domestic abuse in their relationships.

Domestic abuse can include:

- sexual abuse and rape including within a relationship
- punching, kicking, cutting, hitting with an object
- With holding money or preventing someone from earning money.
- Taking control over aspects of someone's everyday life which can include where they go and what they wear.
- Not letting someone leave the house
- Reading emails, text messages or letters

- Threatening to kill or harm, a partner, another family member or pet.

Witnessing domestic violence is really distressing and scary for a child, and causes serious harm. Children living in a home where domestic abuse is happening are at risk of other types of abuse too. Children can experience domestic abuse or violence in lots of different ways.

They might:

- See the abuse from another room or be present
- See a parents injuries or distress afterwards
- Be hurt by being nearby or trying to stop the abuse
- Or hear the abuse from another room

Indicators of Domestic Abuse

- Withdrawn
- Sudden changes in behaviour
- Anxious
- Clingy
- Depressed
- Aggressive
- Problems sleeping
- Eating disorders or changes in eating habits
- Obsessive behaviour
- Toilet accident at night and day when this is not usual
- Takes risks
- Misses school or nursery
- Nightmares
- drugs or alcohol
- self-harm
- thoughts of suicide

Living in a home where there is domestic abuse is harmful. It can have a serious impact on a child's behaviour and wellbeing. Parents or carers may underestimate the effects of the abuse on their children because they don't see what's happening. But children witnessing domestic abuse is recognised as 'significant harm' in law. Domestic abuse can also be a sign that children are suffering another type of abuse or neglect. The affects can last into adulthood but, once they're in a safer and more stable environment, most children are able to move on from the effects of witnessing domestic abuse.

Self-Harm

Deliberate self-harm is any intentional act of self-injury or self-poisoning, irrespective of the apparent motivation or intention. It is not usually about trying to get other people's attention. It is usually a way of dealing with a feeling of numbness or a method of relief.

Indicators of Self Harm

- Obvious changes in mood
- Changes in sleeping or eating habits
- Losing interest in activities they would usually enjoy
- Avoiding exposure of arms and legs
- Strange excuses provided for injuries
- Unexplained injuries such as scratches, burns or cuts

- Unexplained physical complaints such as stomach or head aches

Injuries in NON-MOBILE Children

Non-Mobile Children: babies and children who cannot crawl, pull to stand 'cruise' or are toddling.

Injuries in a non-mobile child: Bruising is the most common presentation of physical abuse in children. While 'wear and tear' bruises are common in older children, they are not common in young children.

Injuries to be aware of: bruising, fractures, burns/scalds, eye injuries, bleeding from nose or mouth. Bumps to the head. Scratches, although these can be self-inflicted they would need to be examined by a paediatrician.

The phrase 'children who don't cruise, don't bruise' is well worth remembering. Children presenting with severe inflicted injuries frequently have multiple bruises and it is not uncommon to have a history that the bruising commenced some time before the severe trauma which results in medical attention.

Identifying suspicious bruises is therefore essential in preventing more significant injury. The distribution of bruises is also significant with bruises to the face, head, neck, torso and hands and feet being uncommon in accidental injury. One bruise alone in a young non-mobile baby may be highly significant and warrant further investigation. Medical assessment will help to exclude underlying medical conditions leading to easy bruising as well as look for other occult injuries i.e. injuries that are not clearly apparent. Full psychosocial assessment of risk factors is essential for any child with suspicious bruising.

Please report any injuries to the Safeguarding Leads, as the child will need an immediate medical assessment and the case discussed with Access and Response Team/ ART/ and the Social Care Team. Record any injuries on the incident form/ Pre-Existing Injuries.

On Call BRI Switchboard: 01179230000, to arrange an examination.

Actions to be taken

- Any identified concerns will be reported to the Lead Person for Child Protection and in her absence the Deputy. Concerns will be discussed with the child's parent / carer and will be recorded on an Incident Log.
- Any concerns will be referred to South Gloucestershire who can be contacted by telephoning
- First Point Team Tel 01454866000 Fax 01454864380 email firstpoint@southglous.gov.uk
- If the child is at immediate risk call the Police on 999.
- When the offices are closed call the Emergency Duty Team - 01454 615 165.

It is important to recognise that staff from the First point /Social Care Team is also available for advice and guidance and through following the Child protection and Safeguarding Procedure and online.

The Indicators provided within this policy document is by no means an exhaustive list and staff will record any concerns as detailed below.

Staff, Students and Volunteers

- We ensure staff, volunteers and parents are made aware of our safeguarding policies and procedures.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- 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 disclosure' checks with the DBS (Disclosure and Barring services) 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 DBS checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the Nursery or Pre School.
- Students and Volunteers do not work unsupervised.
- We abide by the Protection of Vulnerable Groups 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 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.
- We take steps to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Parents sign a consent form and have access to records holding visual images of their child. In specific cases where photographs are used for marketing materials (e.g. nursery brochure, newsletters, website); we always obtain prior consent.

The procedure for dealing with Allegations or Concerns - Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect.
- When children are suffering from physical, sexual or emotional abuse, or may be experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, or their play.
- We take into account factors affecting parental capacity, 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 that may affect or may have affected children and young people using our provision.
- We also make ourselves aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through forced marriage or honour based violence or maybe 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 a child in our care or known to us may be affected by any of these factors we follow the procedure for reporting child protection concerns.

- 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 setting leader or manager who is acting as the 'designated person' and or deputy for child protection. Parent/Carers will be informed and will be asked to sign incident log. The information is stored on the child's personal file. This is kept in a secure filing cabinet located in the office area of the nursery.
- We refer concerns to the local authority ART and co-operate fully in any subsequent investigation.
NB In some cases this may mean the police or another agency identified by the South Gloucestershire Local Safeguarding Children's Board.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.

We take account of the need to protect young people aged 16-19 as defined by the Children Act 1989. This may include students or school children on work placement, young employees or young parents. Where abuse is suspected we follow the procedure for reporting any other child protection concerns. The views of the young person will always be taken into account, but the nursery 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.

Recording suspicions of abuse and disclosures

- Where a child makes comments to a member of staff that gives cause for concern (disclosure), observes signs or signals that gives cause for concern, such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect, that member of staff: indication that the family is under extreme stress.
- When an allegation is made by a staff member, child or parent within the setting.
- listens to the child, gives reassurance that she or he will take action;
- does not question the child;
- Staff should never promise to keep the disclosure a secret.

The Manager or designate will document information which will form an objective record of the observation or disclosure that includes:

- The date and time of the observation or the disclosure;
- The exact words spoken by the child as far as possible;
- 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 the child's personal file which is kept securely and confidentially.
- Where the South Gloucestershire Safeguarding Children Board stipulates the process for recording and sharing concerns, we include those procedures alongside this procedure and follow the steps set down by the Local Safeguarding Children Board.
- In situations of abuse or allegations of abuse the Local Authority Designated Officer (LADO) will be contacted and informed: Tel 01454868924 and Ofsted 03000130127
- Detailed procedures can be found on:
www.online-procedure.co.uk/swcpp/contents/allegation-against-staff/.
- Abuse of disabled children for further guidance on the SWCPP website: www.online-procedure.co.uk/swcpp/contents/guidance-child-protection/disabled-children-protection/.

It is important to recognise that staff from the **ART** is also available for advice and guidance as to whether a referral should be made.

Ofsted should be informed of the incident & what steps have been agreed with LADO at this stage www.southgloucs.gov.uk/sgscb-manageallegations

If the conversation is undertaken on the telephone the same procedure will apply, and if necessary will become a referral with immediate action.

All concerns will be recorded on an Incident form. Once completed the form MUST be signed and dated by the member of staff and the relevant line manager on the same day. The form should also be signed by the parent / carer of the child.

The Nursery Manager as the Lead Person for Safeguarding and Child Protection will decide if a referral is needed to the Local Authority's Children's Social Care Team. If this is the case they will be responsible for making the referral and this will be done on the same day. In the absence of the Nursery Manager, responsibility will lie with the Deputy or person in charge of the nursery on that day.

The child's parents /carers are normally the first point of contact unless doing so may place the child at further risk. If a suspicion of abuse is recorded, parents are informed directly after the report is made.

In all instances contact will be made to South Gloucestershire Local Authority Designated Officer (LADO), Tel 01454868924

OFSTED Telephone number 03000130127

The contact telephone number for South Gloucestershire out of hour's duty team is City Wide Emergency team Tel: 01454615165

Informing parents

- Parents are normally the first point of contact. We discuss concerns with parents to gain their view of events **unless we feel this may put the child in greater danger.**
- We inform parents where we make a record of concerns in their child's file and that we also make a note of any discussion we have with them regarding a concern.
- If a suspicion of abuse warrants referral to First Response/Social Care, parents are informed at the same time that the referral will be made.
- This will usually be the case where the parent is the likely abuser. In these cases the social workers will inform parents.

Liaison with other agencies

- We work within the South Gloucestershire Safeguarding Children Board guidelines.
- We have a copy of 'What to do if you're worried a child is being abused' for parents and staff and all staff are familiar with what to do if they have concerns.
- 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 setting and social services to work well together.
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements which may affect the wellbeing of children or where an allegation of abuse is made against a member of staff.

Whistle blowing is raising a concern about malpractice within an organisation.

Whistleblowing occurs when a person raises a concern about dangerous, illegal activity or any wrong doing within their organisation.

Whistleblowing can involve sharing potentially vital information about health and safety risks,

environmental factors, possible fraud, harm of children or vulnerable adults, covering up for someone and many more. It is essential these factors are addressed immediately, so 'Blow the whistle' as early as possible to prevent any real damage being done.

The Whistleblowing Procedure states the procedure to follow should you need to 'Blow the whistle' Every situation is different so it is advisable to seek advice before blowing the whistle, contacting your Manager or someone independent to your allegation is best practice. Concerns should be investigated and resolved as quickly as possible. Confidentiality will be maintained wherever possible and the employee or volunteer will not suffer any personal detriment as a result of raising any genuine concern about misconduct or malpractice within the organisation

Ambourne House operates in an open and honest environment and undertakes to protect the interest of anyone who works for us when they raise matters of concern in good faith. Ambourne House encourages employees to draw attention to breaches in our policies and procedures and report suspected wrongdoings to your Nursery Manager.

Ofsted 'Whistle-blowing hotline' although it is a difficult decision to make, there may be times when those working with young children will want to report to Ofsted their concerns about the safeguarding practices and procedures of other professionals/ volunteers working with children. If an employee or volunteer feels the matter cannot be discussed with the Nursery Manager or Deputy Manager, he or she should then contact Preena our Managing Director. If you still feel unable to confide in the registered provider then you can contact Ofsted in the following way.

You can contact the Ofsted hotline in three ways.

Call on 0300 0130127

(Monday to Friday from 8.00am to 6.00pm).

Online:

<https://contact.ofsted.gov.uk/contact-form>

Ofsted, as the regulator, should be informed of any allegation or concern made against Practitioners in any day care establishment for children under eight within 14 days.

The Local Authority Designated Officer (LADO)

The LADO works within Children's Services and should be alerted to all cases in which it is alleged that a person who works with children has:

- behaved in a way that has harmed, or may have harmed, a child
- possibly committed a criminal offence against children, or related to a child
- behaved towards a child or children in a way that indicates s/he is unsuitable to work with children

The LADO role applies to paid, unpaid, students, volunteer, casual, agency and self-employed workers. **The LADO is involved from the initial phase of the allegation through to the conclusion of the case.**

They will provide advice, guidance and help to determine whether the allegation sits within the scope of the procedures. They must be contacted immediately prior to investigation stage.

The LADO helps co-ordinate information-sharing with the right people and will also monitor and track any investigation, with the aim to resolve it as quickly as possible.

The LADO for South Gloucestershire can be contacted on this telephone number Tel: 01454868508

Allegations against Staff, Volunteers and Students.

- We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers, student within the setting, working on the premises occupied by the setting, which may include an allegation of abuse.

- We follow the guidance of the South Gloucestershire Safeguarding when responding to any complaint that a member of staff, or volunteer within the setting, or anyone working on the premises occupied by the setting, has abused a child.
- We respond to any disclosure by children or staff that abuse by a member of staff or volunteer, Student within the nursery or pre-school or anyone working on the premises occupied by the Nursery and Pre-School, may have taken, or is taking place, by first recording the details of any such alleged incident.
- **We refer any such allegation immediately to the South Gloucestershire local authority's social care department to investigate. We also report any such alleged incident to Ofsted and what measures we have taken. We are aware that it is an offence not to do this.**
- We co-operate entirely with any investigation carried out by children's social care in conjunction with the police.
- Where Ambourne House Day Nursery & Pre-School Management and children's social care agree it is appropriate in the circumstances, the Registered Provider will suspend the member of staff on full pay, or the volunteer, Student for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff as well as children and families throughout the process.

Disciplinary action

- Where a member of staff or volunteer has been dismissed due to engaging in activities that caused concern for the safeguarding of children or vulnerable adults, will suspend the member of staff on full pay, or the volunteer, for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff as well as children and families throughout the process.
- We will notify the Disclosure and Barring services (DBS) and Ofsted with relevant information so that individuals who pose a threat to children (and vulnerable groups), can be identified and barred from working with these groups.

Staff/Volunteer Training and Induction

All staff and volunteers are subject to a thorough induction which includes ensuring understanding of the procedures for recording and reporting any concerns around child protection and safeguarding.

Training is provided for all staff and volunteers, student which will support them in being able to recognise children who may be suffering, or be at risk of suffering, significant harm and to understand their own, and others' role with such children. This will include their responsibilities to these children.

Training is desirable for all staff to focus:

- The recognition of signs and symptoms of possible physical, emotional, sexual abuse and neglect
- The Local Authority guidelines for making a referral
- The procedures for recording and reporting their concerns in the nursery

Professional Love – Ambourne's ethos is that we support the nurturing of children and understanding it is difficult for early years settings to understand how to express affectionate and caring behaviours which the role demands of them in their loco parentis, and which very young children need in their development of healthy attachments. As a nurturing setting our ethos is to provide contact such as appropriate hugs and cuddles and holding hands as it does reduce anxiety. It also conveys non-verbal communication that says you are safe, you are loved or "I recognise how you feel or are feeling".

Planning

- The layout of the rooms allows for constant supervision. Wherever possible no child is left alone with staff or volunteers in a one-to-one situation without being visible to others. If these exceptional circumstances occur, children will only be left with a fully qualified member of staff, employed by Ambourne House Day Nursery and they will be within legal ratios.

Curriculum

We introduce key elements of keeping children safe into our programme to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to and that they develop an understanding of why and how to keep safe.

- We create within the setting a culture of value and respect for the individual, having positive regard for children's heritage arising from their ethnicity, languages spoken at home, cultural and social background. We ensure that this is carried out in a way that is developmentally appropriate for the children.

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 Local Safeguarding Children Board.

Data Protection –Data Protection Act 2006- staff have access to confidential information about children and families only shared when permission to do so.

Whilst images are regularly used for very positive purpose, adults need to be aware of the potential for these to be taken or missed used or manipulated for porn or grooming purpose.

- **Internet Access/Use** - Children in the nursery do not have unsupervised internet access
- **Mobile/Camera Phones** - To ensure the children in the nursery benefit from technology and reassure parent's procedures are in place to safeguard their children. **Ambourne House is a NON Mobile Site, parents and visitors are informed not to use their phone, in case of emergencies they can use their phone outside the building or in the office which must be supervised. Staff and long term visitors (ie: agency, students) must leave their phone in the safe in the office.**
- **Use of video** - It may be necessary on occasions for other professionals to visit the setting to video children who may be under further assessment of their additional needs. Any video will only be used within the professional assessment team for the duration of that assessment and will be destroyed on completion of the same. Parents must sign they are in agreement with it.
- **Tablet technology** – refer to 'Tapestry' terms and conditions and data protection for safe use with children. This media will be photographs, videos and observations.
- **Social media** – staff to follow guidelines for safe use policy (E-Safety)
- **Outside agencies needing to use the internet** – We do not give the internet code to external

Support to families

We believe in building trusting and supportive relationships with families, staff and volunteers and students in the group.

- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, providing information, monitoring of the child, and liaising at all times with the local children's social care team.

- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- We follow the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the Local Safeguarding Children Board.

Signs of safety approach

To working with children and families, where there are some concerns about abuse or harm. We will use this approach to improve how we engage and work in partnership with whole families.

There are four simple questions to ask when thinking about families.

1. What are we worried about?
2. What's working well?
3. What needs to happen?
4. How worried are we on a scale of 0-10? (judgement)

All Staff at Ambourne House Day Nursery and Pre-school are expected to read all of the settings policies, including our Safeguarding children policy.

The Legal Context

The Policy is covered by:

- The Protection of Children Act 1999
- The Children Acts 1989 and 2004
- Adoption and Children Act 2002
- Sexual Offences Act 2003
- Information Sharing Guidance for Practitioners and Managers 2008

This Policy also takes account of:

- The Rehabilitation of Offenders Act 1974
- Human Rights Act 1998
- Data Protection Act 1998
- SEN Code of practice (2014 awaiting new revised copy)
- Equalities Act (2010)
- BSCB Multi-Agency Guidance for Injuries in Non-Mobile Babies 2015

This Policy should also be read in conjunction with:

- The Early Years Foundation Stage Framework (2017)
- Working together to safeguard Children (March 2019)
- Guidance for injuries in Non-Mobile Babies/ children.
- Signs of Safety
- Child Sexual Exploitation (CSE)
- Female Genital Mutilation (FGM)
- Prevent

Stage 3.14 states

In the event of the disqualification (in accordance with regulations made under section 75 of the Childcare Act 2006) of a registered provider, a person living in the same household as the registered provider, or a person employed in that household, the provider must not continue as an early years provider – nor be directly concerned in the management of such provision.

Where an employer becomes aware of relevant information which may lead to disqualification of an employee, the provider must take appropriate action to ensure the safety of children. In the event of disqualification of a person employed in early year's provision, the provider must not continue to employ that person.

Your suitability will be checked throughout the year using the performance management process. It is also your duty to inform the management if any of your circumstances change that could affect your suitability to work with Children.

Further Guidance

Working Together to Safeguard Children (revised HMG 2019)

- What to do if you are Worried a Child is Being Abused (HMG 2015)
- SGCC - Child Protection and safeguarding procedures and guidance for independent Day Care Providers. Revised 2013
- Framework for the Assessment of Children in Need and their Families (DoH 2000)
- The Single Assessment Framework for Children and Young People: A Guide for Practitioners April 2014
- Threshold Guidance has been Approved December 2015 by South Gloucestershire safeguarding board
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2007)
- Information Sharing: Guidance for Practitioners and Managers (HMG 2008)
www.everychildmatters.gov.uk/informationsharing
- Guidance for Safer Working Practice for Adults who work with Children and Young People in Education Settings – March 2009
- Statutory guidance- Safeguarding children and young people from sexual exploitation

FGM - Female genital mutilation is illegal in the UK and it is an offence to take UK Nationals abroad to aid, abet or carry out FGM.

- All agencies have a statutory responsibility to safeguard children from being abused through FGM.
- Parents request an extended leave from school on top of school holidays.
- If a girl comes from a country that has a high prevalence of FGM.
- Mother and other siblings have already undergone FGM.
- Child may indicate that they are going for a special event

Procedure:

As soon as a practitioner is notified or suspects a child is in harm or harmed in relation to FGM the Designated safeguarding lead must be notified.

The Prevent Duty

There is no single way of identifying an individual who is likely to be susceptible to a terrorist ideology, as with managing others safeguarding risk, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. It is important to take action if staff observes behaviour of concern.

Radicalisation - The current threat from Terrorism and Extremism in the United Kingdom is real and severe and can involve the exploitation of vulnerable people, including children to involve them in extremist activity. (DFE)

Should you have concerns that a child is being radicalised then this must be reported to the safeguarding lead who will then contact the local police and Safeguarding officer LADO, in the local authority.

Breast Ironing - Breast ironing, also known as breast flattening, is the pounding and massaging of a pubescent girl's breasts using hard or heated objects to try to stop them developing, or to make them disappear entirely.

Breast ironing is typically carried out by the girl's mother with the belief that she is:

- protecting her daughter from sexual harassment and / or rape;
- preventing the risk of early pregnancy, which would tarnish the family name;
- preventing her daughter from being forced into marriage, so she will have the opportunity to continue with her education.

This practice has been documented primarily in Cameroon, but is also practiced in Guinea-Bissau, Chad, Togo, Benin and Guinea.

Breast ironing is extremely painful and can cause damage to the tissue. Other possible health implications include breast infections, the formation of abscesses, malformed breasts or the eradication of one or both breasts. The practice ranges widely in its severity, from using heated leaves to press and massage the breasts, through to using a scalding grinding stone to crush the budding gland. Due to the range of this activity, the short and long term health consequences for these young women vary from limited to significant.

While there is no specific law within the UK around Breast Ironing, it is a form of physical abuse. If professionals are concerned that a child may be at risk of, or is suffering, significant harm, they must follow the procedures within the nursery to report concerns of abuse.

Grooming

There are occasions when adults embark on a course of behaviour known as grooming where the purpose is to gain the trust of a child, and manipulate the relationship so sexual abuse can take place. Staff should fully be aware of those behaviours that may constitute grooming and of their responsibility to always report to a Senior Manager any concerns about behaviour of a colleague which could indicate a child is being groomed.

Injuries in NON-MOBILE Babies/ Children

Non mobile is defined as a baby/ child that can't roll over, cruise or toddler.

Websites

Southwest safeguarding child protection group – www.online-procedures.co.uk/swcpp

Safe network- www.safenetwork.org.uk/pages/default.aspx.

Ofsted- www.ofsted.gov.uk/whistleblowinghotline-

www.ofsted.gov.uk/contact-uswhistleblowing-hotline

Policies and Procedures

The following policies and procedures should be read in conjunction with this policy

- Induction Training Staff Training
- Staff Selection and Recruitment
- Volunteers
- Students
- Confidentiality
- Acceptable use of Camera, Mobile Phone & Video images, Tablet technology
- Partnership with Parents
- Working in partnership with other agencies
- Management of Complaints
Promote Positive Behaviour (Staff handbook for behaviour)
- Security
- First Aid
- Supporting children with Special Educational Needs (SEN)
- Guidelines for safe use of social media
- Intimate care and Toileting & Nappy changing
- First Aid Policy.
- Prevent Duty & Risk Assessment
- Staff handbook – sections such as Standards of behaviour at work, Risk Assessment, Appropriate touch and kissing - Professional Love, Safer Recruitment, Emergency Procedures.

Monitoring and Reviewing

- The management team at Ambourne House Day Nursery & Pre-school will update and amend this policy and its procedures in line with any emerging and relevant government legislation or County Council guidance.

This Policy was last reviewed on 25/6/2020

Signed: Lorraine Doyle (Nursery Manager)