



Safeguarding Children Policy

This policy is to be used in conjunction with the Safeguarding /child protection booklet.

Commitment:

Funshine Day Nursery is committed to building a 'culture of safety' in which children are protected from abuse and harm in all areas of its service.

Safeguarding and promoting the welfare of children, in relation to this policy is defined as:

- Protecting children from maltreatment.
- Preventing the impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcome.

(Definition taken from the HM Government document 'Working together to safeguard children, 2015).

Aims

We support the children within our care, protect them from maltreatment and have robust procedures in place to prevent the impairment of children's health and development. Safeguarding is a much wider subject than the elements covered within this single policy, therefore this document should be used in conjunction with the other nursery policies and procedures.

Our aims are to carry out this policy by:

- Promoting children's right to be strong, resilient and listened to by creating an environment in our setting that encourages children to develop a positive self-image, which includes their heritage arising from their colour and ethnicity, their languages spoken at home, their religious beliefs, cultural traditions and home background.

- Promoting children's right to be strong, resilient and listened to by encouraging children to develop a sense of autonomy and independence.
- Allowing children to develop their self-confidence and the vocabulary to resist inappropriate approaches.
- Helping children to establish and sustain satisfying relationships within their families, with peers, and with other.
- Promoting Fundamental British Values, we strongly focus on children's personal, social and emotional development. The EYFS curriculum supports us to do this in an age-appropriate way, through ensuring children learn right from wrong, mix and share with other children and value others' views, know about similarities and differences between themselves and others, and challenge negative attitudes and stereotypes.
- Working with parents to build their understanding of and commitment to the principles of safeguarding all our children.
- Providing an environment where practitioners are confident to identify where children and families may need intervention and seek the help they need.
- Share information with other agencies as appropriate.
- **PREVENT-** We understand our duty under section 26 of the Counter Terrorism and Security Act 2015, to have due regard to the need to prevent people from being drawn into terrorism. This duty is known as the Prevent Duty.

Liaison with other bodies

- We work within the Local Safeguarding Children Board guidelines.
- 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.
- Details of the local National Society for the Prevention of Cruelty to Children (NSPCC) contacts are also kept.
- If a referral is to be made to the local authority social services department, we act within the Area Safeguarding Children and Child Protection guidance in deciding whether we must inform the child's parents at the same time.

Staffing and volunteering

- Our designated person (a member of staff) who co-ordinates child protection issues is

Nicola Price

- Designated officers supporting the above is:

Sam King and Jennie Riley

- 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 Data and Barring Service (DBS) 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 Criminal Record Bureau checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
- Volunteers do not work unsupervised (staffing and volunteering).
- 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 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 have due regard to the need to prevent people from being drawn into terrorism.**

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual as well as neglect and domestic abuse.
- 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.
- 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 Lead Safeguarding Officer or their Deputy. The information is stored on the child's personal file.
- Staff in the setting must take care not to influence the outcome either through the way they speak to children or by asking questions of children.

Allegations against staff

- We ensure that all parents know how to complain about staff or volunteer action within the setting, which may include an allegation of abuse.

- We follow the guidance of the Local Area Safeguarding Children Board when responding to any complaint that a member of staff or volunteer has abused a child.
- We respond to any disclosure by children or staff that abuse by a member of staff may have taken, or is taking place, by first recording the details of any such alleged incident.
- OFSTED will be informed of any allegation regardless of severity
- We refer any such complaint immediately to the local authority's safeguarding board to investigate.
- We co-operate entirely with any investigation carried out by the safeguarding board in conjunction with the police.
- Staff must not make any comments either publicly or in private about a parent's or staffs supposed or actual behaviour.
- Our policy is to suspend the member of staff on full pay 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.
- In order to manage and minimise the stress during this time we will follow advice from our LADO 0208 726 6000 regarding the progress of the allegation. A point of contact will be maintained between the Lead Safeguarding Officer, and the suspended member of staff will be kept informed of progress and the outcome asap.
- If required, access or referral to counselling or medical advice will be recommended.
- Staff are made aware that should an allegation be made whilst babysitting the setting will follow our policy to suspend that member of staff.

Disciplinary action

- Where a member of staff or a volunteer is dismissed from the setting or internally disciplined because of misconduct relating to a child, we notify the Data and Barring Service so that the name may be included on the List for the Protection of Children and Vulnerable Adults.

Commitment

Funshine Day Nursery is committed to promoting awareness of child abuse issues throughout its training and learning programmes for adults. It is also committed to empowering young children, through its early childhood curriculum, promoting their right to be strong, resilient and listened to.

Training

- We seek out training opportunities for all adults involved in the setting to ensure that they are able to recognise the signs and symptoms of possible physical abuse, emotional

abuse, sexual abuse and neglect, including FGM, Domestic Abuse and substance misuse 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 setting (guidance in the Staff Safeguarding/Child Protection booklet).
- The manager has attended Workshop to Raise Awareness of Prevent (WRAP) and has cascaded this down to all staff members. All staff have completed on line Prevent (WRAP) training.
- All new and trainee staff member complete an online Safeguarding training course.
- All staff have completed online training on domestic abuse and substance misuse.

Curriculum

- We introduce key elements of child protection 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 so that they develop 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 colour, 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.
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Mobile Phones

- We ensure all staff and students leave their mobile phone in their bag in the staff room; any member of staff found with a mobile phone in any room will face disciplinary.
- Nursery mobile phones do not have a camera facility.
- When staff are out with the children, mobile phones need to be kept by staff in case the group becomes separated.
- Any member of staff having their mobile phone with them on the trip should be reported to the manager.
- Parents are asked to not use their mobile phone whilst in the nursery dropping off and collecting their child/children.

Disclosures

Where a child makes a disclosure to a member of staff, that member of staff:

- offers reassurance to the child;
- listens to the child; and
- gives reassurance that she or he will take action.

The member of staff does not question the child

Recording suspicions of abuse and disclosures

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;
- any marks, bumps, bruises etc are recorded by staff on a body map when the child arrives in the morning.
- 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.

The Pre-school Learning Alliance's publication 'Child Protection Record' contains detailed procedures for this as well as a template form for recording concerns and making a referral.

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

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

Support to families

- The setting believes in building trusting and supportive relationships with families, staff and volunteers in the group.
- The setting makes clear to parents its 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 social services department.

- The setting continues 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 social services department in relation to the setting's designated role and tasks in supporting the child and the 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 procedure and only if appropriate under the guidance of the Local Safeguarding Children Board.
- The child's parents could well be trying to attract attention to themselves by an initial cry for help. In instances of abuse, both the child and the parents need help. Some parents are very relieved to know that their problem has been recognised. Others, unfortunately, may deny that a problem exists or become elusive if they feel they are under suspicion.

Designated person for Child Protection Job Description

The designated person must have attended child protection training.

Job summary:

- Working with staff co-ordinating the provisions response to Child Protection issues and situations.

Responsibilities:

Co-ordination

- Ensure Child Protection Procedures are followed, and all staff are aware of their responsibilities in this area.
- Take the lead role in gathering information following suspected child abuse.
- Facilitate ongoing work supporting the child and the parents/carers.
- Ensure appropriate records are kept

Liaison

- Work with colleagues advising and supporting them and ensuring they are kept well informed on Child Protection issues and situations
- Liaise with parents/carers as advised.
- Liaise with other professionals/agencies and ensure full co-operation is maintained during any investigation.

Professional Development

- Identify training needs in the staff team.
- Attend training courses and cascade back to colleagues.
- Advise colleagues on Child Protection issues.
- Review the provision's Child Protection Policy and Procedures regularly.

CONTACT TELEPHONE NUMBERS

*OFSTED 03001231231

Local Designated Officer: 020 8255 2889

For Child Protection Referrals – Concerns about a child?

Single point of contact for Early Help & Children's Social Care

- Referrals 020 8726 6400
- Consultation 020 8726 6464

Funshine Day Nursery: Policy Review October 2025

Review date October 2026