



Welbourn Preschool Safeguarding Children Policy

In accordance with the reformed EYFS, Welbourn Preschool will refer to the Government's Statutory Guidance 'Working Together to Safeguard Children'. If our staff members have concerns about children's safety or welfare the setting will notify agencies with statutory responsibilities without delay. This means the local children's social care services and in emergencies, the police.

Legal Framework

- Children Act 1989 and 2004
- Childcare Act 2006
- Protection of Children Act (1999)
- Safeguarding Vulnerable Groups Act 2006
- The Statutory Framework for the Early Years Foundation Stage (EYFS) 2017
- Working together to safeguard children 2018
- What to do if you're worried a child is being abused 2015
- Counter-Terrorism and Security Act 2015
- Keeping Children safe in education 2019
- Data Protection Act 2018
- What to do if you're worried a child is being abused 2015

We will stay up to date with inter-agency procedures by accessing the following web link; <http://lincolnshirescb.proceduresonline.com/chapters/contents.html>

Welbourn Preschool fully recognises that it has shared responsibility for safeguarding children. This policy applies to all staff, management and volunteers working in the setting, and families accessing the setting.

- The welfare of the children attending this setting is paramount and concerns about child abuse are taken seriously. This policy therefore compliments and supports a range of other policies For example; ICT & Social networking, Intimate care, Medications, Whistle-blowing, Disciplinary.
- We work within the guidelines set out by the Lincolnshire Safeguarding Children's Board (LSCB) for Child Protection and Early Help which are underpinned by the statutory document entitled 'Working Together to Safeguard Children'.
- Recruitment procedures ensure the suitability of staff and volunteers working with children and will follow EYFS welfare requirements with regards to the Disclosure Barring System (DBS) checks, Independent Safeguarding Authority (ISA) requirements (when required to do so) and references.

- Where there is a delay in obtaining the DBS, staff will not have unsupervised contact with children being cared for.
- All staff are expected to disclose any convictions, cautions, court orders, reprimands, and warnings which may affect their suitability to work with children whether received before or during their employment at the setting. There is a process in place that provides staff with opportunities to share such information.
- All staff are trained in the setting's Safeguarding Policy and Procedures within the first week of employment and will be required to attend Safeguarding training regularly. Training will be refreshed every 3 years.
- All staff are made aware of possible indicators of child abuse and the procedures for recording and reporting, through staff training both internal and external.
- Procedures are implemented for identifying, recording and reporting concerns.
- The setting provides a safe environment in which children feel valued, can learn and develop, feel secure and are encouraged to talk and be listened to.
- The setting will not tolerate on the premises any parent/carer under the influence of alcohol or any other substance. Any parent/carer under the influence of alcohol and/or any other substance will be refused admission and Welbourn Pre-School will determine if it is appropriate and safe for the child to leave with them. If a child is kept on the premises in this situation, other adults authorised to collect the child will be contacted. If there is no other authorised adult available to collect the child, the setting will contact the police in accordance with the uncollected child policy.
- A practitioner has been designated to take lead responsibility for safeguarding and liaising with local statutory children's services and with the Lincolnshire Safeguarding Children's Board.
- The designated Safeguarding Co-ordinators are: **Yvonne Poole**.
- The lead practitioner will provide support, advice, and guidance to any other staff on an on-going basis, and on any specific safeguarding issues as required.
- The use of mobile phones and cameras in the setting is covered in our Safeguarding procedure and also Mobile Phone and Use of Cameras within the setting policies.
- The setting has a clear procedure that will be implemented when an allegation has been made against a member of staff (see procedure).
- The settings disciplinary procedure will inform any action in the event of an allegation (see disciplinary procedure).
- As a registered provider we will inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after the children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere).
- The setting will also notify Ofsted of the action taken in respect of the allegations.
- Where an allegation is upheld the setting will make a referral to the ISA Vetting and Barring Scheme, in accordance with our responsibilities under the Vulnerable Groups Act 2006.
- We have procedures for recording the details of visitors to the pre-school and 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.

- All visitors/contractors will be supervised whilst on the premises, especially when in the areas the children use.
- Where there is an indication or evidence to suggest that a member of staff failed to execute their duty to safeguard a child at the setting or elsewhere he/she will be subject to the settings Safeguarding and/or Disciplinary Procedure.
- This policy will be implemented with the Safeguarding Children Procedure.

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 LSCB/Local Authority Children's Social Care Team/police does not allow this. This will usually be the case where the parent or family member is the likely abuser or where a child may be endangered by this disclosure. In these cases the investigating officers will inform parents.

Confidentiality

All suspicions, enquiries and external investigations are kept confidential and shared only with those who need to know. Any information is shared in line with guidance from the LSCB.

Concerns regarding safeguarding children will be directed to the following in accordance with the LSCB's policy and the requirements of the EYFS;

Contact telephone numbers:

- Lincolnshire Safeguarding Children's Board Customer Service Centre (CSC) Office Hours: Telephone **01522 782111**
Out of Hours: Telephone **01522 782333**
- Ofsted **0300 123 1231**
- Lincolnshire Police: **0300 111 0300** Non-emergency police **101**
- Government helpline for extremism concerns **020 7340 7264**
- Where there is an allegation against a member of staff or person working on the premises we will also liaise directly with LADO (Local Authority Designated Officer) - Direct Line **01522 554674**

Types of abuse and particular procedures followed

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by harming them or by failing to act to prevent harm. Children may be abused within a family, institution or community setting by those known to them or a stranger. This could be an adult or adults, another child or children.

Child abuse can take many formats, but all instances can be broadly categorised under one of four headings; neglect, physical abuse, sexual abuse and emotional abuse. The signs and indicators listed below may not necessarily indicate that a child has been

abused, but will help us to recognise that something may be wrong, especially if a child shows a number of these symptoms or any of them to a marked degree.

Indicators of child abuse

- Failure to thrive and meet developmental milestones
- Fearful or withdrawn tendencies
- Aggressive behaviour
- Unexplained injuries to a child or conflicting reports from parents or staff
- Repeated injuries
- Unaddressed illnesses or injuries
- Significant changes to behaviour patterns

Recording suspicions of abuse and disclosures

Staff should make an objective record of any observation or disclosure, supported by the Pre-School Manager/Designated Safeguarding Co-ordinator (DSCO). This record should include:

- Child's name
- Child's address
- Age of the child and date of birth
- Date and time of the observation or the disclosure
- Exact words spoken by the child
- Exact position and type of any injuries or marks seen
- Exact observation of any incident including any other witnesses
- Name of the person to whom any concern was reported, with date and time; and the names of any other person present at the time
- Any discussion held with the parent(s) (where deemed appropriate)

These records should be signed by the person reporting this and the Manager/DSCO, dated and kept in a separate confidential file.

If a child starts to talk to an adult about potential abuse it is important not to promise the child complete confidentiality. This promise cannot be kept. It is vital that the child is allowed to talk openly and disclosure is not forced or words put into the child's mouth. As soon as possible after the disclosure details must be logged accurately.

It may be thought necessary that through discussion with all concerned the matter needs to be raised with the local authority children's social care team and Ofsted, and/or Early Health Assessment (EHA) needs to be initiated. Staff involved may be asked to supply details of any information/concerns they have with regard to a child. The pre-school expects all members of staff to co-operate with the local authority children's social care, police, and Ofsted in any way necessary to ensure the safety of the children. Staff must not make any comments either publicly or in private about the supposed or actual behaviour of a parent or member of staff.

Physical abuse

Action needs to be taken if staff have reason to believe that there has been a physical injury to a child, including deliberate poisoning, where there is definite knowledge or reasonable suspicion that the injury was inflicted or knowingly not prevented. These symptoms may include bruising or injuries in an area that is not usual for a child, e.g. fleshy parts of the arms and legs, back, wrists, ankles and face.

Many children will have cuts and grazes from normal childhood injuries. These should also be logged and discussed with the pre-school manager.

Children and babies may be abused physically through shaking or throwing. Other injuries may include burns or scalds. These are not usual childhood injuries and should always be logged and discussed with the pre-school manager.

Fabricated illness

This is also a type of physical abuse. This is where a child is presented with an illness that is fabricated by the adult carer. The carer may seek out unnecessary medical treatment or investigation. The signs may include a carer exaggerating a real illness or symptoms, complete fabrication of symptoms or inducing physical illness, e.g. through poisoning, starvation, inappropriate diet. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

Procedure:

- All signs of marks/injuries to a child, when they come into pre-school or occur during time at the setting, will be recorded as soon as noticed by a staff member
- The incident will be discussed with the parent at the earliest opportunity, where felt appropriate
- Such discussions will be recorded and the parent will have access to such records
- If there are queries regarding the injury, the local authority children's social care team will be notified in line with procedures set out by the Local Safeguarding Children Board (LSCB)

Sexual abuse

Action needs to be taken if the staff member has witnessed an occasion(s) where a child indicated sexual activity through words, play, drawing, had an excessive preoccupation with sexual matters or had an inappropriate knowledge of adult sexual behaviour or language. This may include acting out sexual activity on dolls/toys or in the role play area with their peers, drawing pictures that are inappropriate for a child, talking about sexual activities or using sexual language or words. The child may become worried when their clothes are removed, e.g. for nappy changes.

The physical symptoms may include genital trauma, discharge and bruises between the legs or signs of a sexually transmitted disease (STD). Emotional symptoms could include a distinct change in a child's behaviour. They may be withdrawn or overly extroverted and outgoing. They may withdraw away from a particular adult and become

distressed if they reach out for them, but they may also be particularly clingy to a potential abuser so all symptoms and signs should be looked at together and assessed as a whole.

If a child starts to talk openly to an adult about abuse they may be experiencing the procedure stated later in this document under 'recording abuse suspicions' will be followed.

Procedure:

- The adult should reassure the child and listen without interrupting if the child wishes to talk
- The observed instances will be detailed in a confidential report
- The observed instances will be reported to the pre-school manager/DSCO
- The matter will be referred to the local authority Children's Social Care Team

Emotional abuse

Action should be taken if the staff member has reason to believe that there is a severe, adverse effect on the behaviour and emotional development of a child, caused by persistent or severe ill treatment or rejection.

This may include extremes of discipline where a child is shouted at or put down on a consistent basis, lack of emotional attachment by a parent, or it may include parents or carers placing inappropriate age or developmental expectations upon them. Emotional abuse may also be imposed through the child witnessing domestic abuse and alcohol and drug misuse by adults caring for them.

The child is likely to show extremes of emotion with this type of abuse. This may include shying away from an adult who is abusing them, becoming withdrawn, aggressive or clingy in order to receive their love and attention. This type of abuse is harder to identify as the child is not likely to show any physical signs.

Procedure:

- The concern should be discussed with the pre-school manager/DSCO
- The concern will be discussed with the parent
- Such discussions will be recorded and the parent will have access to such records
- An Assessment Framework form may need to be completed
- If there are queries regarding the circumstances the matter will be referred to the local authority children's social care team

Neglect

Action should be taken if the staff member has reason to believe that there has been persistent or severe neglect of a child (for example, by exposure to any kind of danger, including cold, starvation or failure to seek medical treatment, when required, on behalf of the child), which results in serious impairment of the child's health or development, including failure to thrive.

Signs may include a child persistently arriving at nursery unwashed or unkempt, wearing clothes that are too small (especially shoes that may restrict the child's growth or hurt them), arriving at pre-school in the same nappy they went home in or a child having an illness or identified special educational need or disability that is not being addressed by the parent. A child may also be persistently hungry if a parent is withholding food or not providing enough for a child's needs.

Neglect may also be shown through emotional signs, e.g. a child may not be receiving the attention they need at home and may crave love and support at nursery. They may be clingy and emotional. In addition, neglect may occur through pregnancy as a result of maternal substance abuse.

Procedure:

- The concern will be discussed with the parent
- Such discussions will be recorded and the parent will have access to such records
- An assessment form may need to be completed
- If there are queries regarding the circumstances the local authority children's social care team will be notified

The setting will implement the Lincolnshire Safeguarding Children Board Escalation Policy if there are concerns that a referral to the Customer Services Centre (CSC) has not been dealt with appropriately.

Extremism – the Prevent Duty

Under the Counter-Terrorism and Security Act 2015 we have a duty to refer any concerns of extremism to the police. This may be a cause for concern relating to a change in behaviour of a child or family member, comments causing concern made to a member of the team (or other persons in the setting) or actions that lead staff to be worried about the safety of a child in their care. If any member of staff has concerns regarding a child's welfare, then the safeguarding process will be followed and children's services will be informed if necessary. The Department of Education has a dedicated helpline to enable staff to raise concerns relating to extremism directly. Concerns can also be raised by email to the following: counter.extremism@education.gsi.gov.uk In the case of a referral it will be made to the local children's services who may in turn decide to further that referral to a 'Channel Police Practitioner' who will then make an initial assessment. All staff at Welbourn Pre-School have completed the Channel on line training - Understanding Pathways to Extremism & the Prevent Programme V2, in line with the Lincolnshire Safeguarding Children Board guidelines.

This policy should be read in conjunction with our Safeguarding Procedure which sets out our processes for responding to concerns.

This policy has been adopted by Welbourn Preschool

Signed on behalf of the setting by:

Chairperson

Secretary

Date

Review Date

October 2020

October 2021