

# Safeguarding Policy

**At Little Angels we look at Safeguarding as a Top Priority. Please see E Safety, Camera and Mobile Phone and Whistle Blowing Policy.**

## Purpose and Aims

The purpose of this safeguarding policy is to provide a secure framework for the workforce in safeguarding and promoting the welfare of those children/young people who attend our setting. The policy aims to endure that:

- All our children are safe and protected from harm
- Other elements of provision and policies are in place to enable children to feel safe and adopt safe practices.
- We ensure that the protection of data and confidential information about our staff, families and children are recorded, shredded or filed appropriately to protect individuals.
- Staff, children, visitors, volunteers and parents are aware of the expected behaviours' and the settings legal responsibilities in relation to the safeguarding and promoting the welfare of all of our children.

## Ethos

All children deserve the opportunity to achieve their full potential. In 2003, the Government published Every Child Matters Green Paper alongside the formal response to the report into the death of Victoria Climbié. The Green Paper set out five outcomes that are key to children and young people's wellbeing:

- Be healthy;
- Stay safe;
- Enjoy and achieve;
- Make a positive contribution; and
- Achieve economic wellbeing.

The five outcomes are universal ambitions for every child and young person, whatever their background or circumstances. Improving outcomes for all children and young people underpins all of their development and work within this setting.

Safeguarding is considered everyone's responsibility and as such our setting aims to create the safest environment that, within, every child has the opportunity to achieve their Five Outcomes. We recognise the contribution it can make in ensuring that all children registered or who use our setting feel that they will be listened to and appropriate action taken. We will do this by working in partnership with parents, carers and other colleagues to develop and provide activities and opportunities throughout our curriculum that will help to equip our children with skills they need. This will include materials and learning experiences that will encourage our children to develop essential life skills and protective behaviours.

## Responsibilities and expectations

The owner (Mrs Nicola Welsh) whose legal responsibility it is to make sure that the setting has an effective safeguarding policy and procedures in place and monitors that the setting complies with them.

The owner should also ensure:

- that the policy is made available to parents and carers.
- all staff and volunteers are properly checked to make sure they are safe to work with the children who attend our setting
- that the setting has procedures for handling allegations of abuse made against members of staff (including the Manager) or volunteers.
- That the safe and appropriate use of cameras, mobile phones, technology and online equipment with the setting
- The counter terrorism and security act 2015 which places a duty on early years and childcare providers 'to have due regard to the need to prevent people being drawn into terrorism' is implemented, taking into account the Local Safeguarding children's board policies, protocols and procedures ensuring the Fundamental British values are implemented as stated in the EYFS.

The owner has appointed a Safeguarding Lead (SDL) who has lead responsibility for dealing with all safeguarding issues in our setting.

The Safeguarding Designated Lead is Mrs Nicola Welsh. If they are not available, then the contact person is Miss Fiona Kelland (These persons can also be contacted with any safeguarding concerns). To protect everyone, we work alongside each other in pairs.

It is the responsibility of the SDL to ensure to that all safeguarding issues raised in the setting are effectively responded to, recorded and referred to the appropriate agency. Child protection record will be kept until the child is aged 21years. They are also responsible for arranging the whole settings safeguarding training for all staff and volunteers who work with children and young people in our setting. The SDL must ensure that the whole settings safeguarding training takes place at least every three years, which they can deliver within setting provided they are linked into the support and quality assurance process offered by the Local Authority.

The SDL is required to attend or ensure that a senior member of staff who has the relevant training and access to appropriate supervision, attends where appropriate, all child protection case conferences, reviews, core groups or meetings where it concerns a child at our setting and to contribute to multi-agency discussions to safeguard and promote the child's welfare. They also have to ensure that we have acceptable, safe use and storage of all camera technology, images and mobile phones through the implementation, monitoring and reviewing of the appropriate policies and procedures. Also, the SDL responsibility is about interrupting and implementing the Fundamental British Values.

All child protection concerns need to be acted on **immediately**. If you are concerned that a child may be at risk or is actually suffering abuse, you must tell the Safeguarding Designated Officer.

**All adults, including the SDL, have a duty to refer all known or suspected cases of abuse to the relevant agency including Children and Young People Service (CYPS)- Social Care, MASH (multi Agency Safeguarding Hub) or the Police.** Where a disclosure is made to a visiting staff member from a different agency, e.g. Early Years Consultants, Health Visitors, it is the responsibility of that agency staff to formally report the referral to the Setting's Designated Person in the first instance. Any records made should be kept securely on the Child's protection file.

## **Recognising concerns, signs and indicators of abuse**

Safeguarding is not just about protecting children from deliberate harm. For our setting it includes such things as child safety, bullying, racist abuse and harassment, visits, intimate care and internet safety etc. However, it must be acknowledged that technology itself will not prevent the greatest risk, but the behaviours of individuals using such equipment will. The witnessing of abuse can have a damaging affect on those who are party to it, as well as the child subjected to the actual abuse, and will have a significant impact on the health and emotional well-being of the child. Abuse can take place in any family, institution or community setting, by telephone or on the internet. Abuse can often be difficult to recognise as children may behave differently or seem unhappy for any reasons, as they move through the stages of childhood or their family circumstances change. However, it is important to know the indicators of abuse and to be alert and aware that it needs to be consulted further.

## **Physical Abuse**

This can involve hitting, shaking, throwing, poisoning, punching, kicking, scalding, burning, drowning and suffocating. It can also result when a parent or carer deliberately causes the ill health of a child in order to seek attention through fabricated or induced illness. This was previously known as Munchausen's Syndrome by Proxy.

## **Emotional Abuse**

Emotional abuse is where a child's need for love, security, recognition and praise is not met. It may involve seeing or hearing the ill-treatment of someone else such as in Domestic Violence or Domestic Abuse. A parent, carer or authority figure is considered emotionally abusive when they are consistently hostile, rejecting, threatening or undermining toward a child or other family member. It can also occur when children are prevented from having social contact with others or have inappropriate expectations placed upon them. Symptoms that indicate emotional abuse include:

- Excessively clingy or attention seeking
- Very low self-esteem or excessive self-criticism
- Withdrawn behaviour or fearfulness
- Lack of appropriate boundaries with strangers; too eager to please
- Eating disorders or self-harm

## **Sexual Abuse**

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

physical contact both penetrative and non- penetrative, or viewing pornographic material including through the use of the internet. Indicators of sexual abuse include: allegations or disclosures, genital soreness, injuries or disclosure, sexually transmitted diseases, inappropriate sexualized behaviour including words, play or drawing.

Child exploitation is a form of abuse which involves children receiving something e.g. food, accommodation, drugs, alcohol, gifts, money etc. in exchange for sexual activity. It can occur through the use of technology without the child's immediate recognition.

## **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs which can significantly harm their health and development. Neglect can include inadequate supervision (being left alone for long periods of time), lack of stimulation, social contact or education, lack of appropriate food, shelter, appropriate clothing for conditions and medical attention and treatment when necessary.

## **What to do if you are concerned**

If a child makes an allegation or disclosure of abuse against an adult or other child or young person, it is important that you:

- Stay calm and listen carefully
- Reassure them that they have done the right thing in telling you
- Do not investigate or ask leading questions
- Let them know that you will need to tell someone else
- Do not promise to keep what they have told you a secret
- Inform your Safeguarding Designated Lead as soon as possible
- Make a written record of the allegation, disclosure or incident which you must sign, date and record your position using the settings safeguarding record log forms. Use T.E.D – Tell me, Explain and describe.

If you are concerned that a member of staff or adult in a position of trust poses a danger to a child or young person or that they might be abusing a child or young person you should report your concerns to the Safeguarding Designated Lead. Where those concerns relate to the Senior Safeguarding Designated Lead however, this should be reported to the owner using the settings 'Whistle Blowing' policy.

## **Prevent**

The Counter Terrorism and Security Act 2015.

The act places a Prevent Duty on settings to have "due regard to the need to prevent people from being drawn to terrorism."

We are subject to the Prevent Duty and will be expected to demonstrate activity in the following areas by:

- Assessing the risk of children being drawn into terrorism
- Demonstrating that we are protecting children and young people from being drawn into terrorism by having a robust safeguarding policy
- Ensuring our safeguarding arrangements consider the policies and procedures of the DCFP (Local Safeguarding Children Board)

- Making sure our staff have training that gives them the knowledge and confidence to identify children at the risk of being drawn into terrorism, and to challenge extremist ideas which can be used to legitimise terrorism
- Ensuring children are safe from terrorist and extremist material when accessing the internet in our setting.

## Managing allegations

We are aware of the possibility of allegations being made against members of staff or volunteers that are working or may come into contact with children and young people whilst in our setting. Allegations will usually be that some kind of abuse has taken place. They can be made by children and young people or other concerned adults allegations are made for a variety of reasons:

- Abuse has actually taken place
- Something has happened to the child that reminds them of the past event- the child is unable to recognise that the situation and people are different; children can misinterpret your language or your actions
- Some children recognise that allegations can be powerful and if they are angry with you about something, they can make an allegation as a way of hitting out
- An allegation can be a way of seeking attention

If an allegation is made against an adult in a position of trust whether they be members of staff or volunteers this should be brought to the immediate attention of the SDL who will advise the owner. In the case of the allegation being made against the SDL this will be brought to the immediate attention of the owner. The SDL/owner will need to discuss with the Local Authority Designated Lead (LADO) the nature of the allegations in order for the appropriate action to be taken. This may constitute an initial evaluation meeting or strategy discussion depending on the allegation being made. The owner will need to:

- Refer to the Local Authority Designated Lead (LADO) immediately and follow up in writing within 48 hours. Consider safeguarding arrangements of the child or young person to ensure they are away from the alleged abuser
- Contact the parents or carers of the child/young person if advised to do so by the LADO
- Consider the rights of the staff member for a fair and equal process of investigation
- Advise Ofsted of allegation within 14 days
- Ensure that the appropriate disciplinary procedures are followed including whether suspending a member of staff from work until the outcome of any investigation is deemed necessary
- Act on any decision made in any strategy meeting
- Advise the Independent Safeguarding Authority where a member of staff has been disciplined or dismissed as a result of the allegations being founded

A copy of '**What to do if you're worried a child is being abused, Advice for Practitioners**' booklet is kept within this policy. This sets the guidelines on dealing with incidents, disclosures and the procedures must be followed.

## **Training**

All members of staff and volunteers will have access to whole setting safeguarding training at least every three years. We will also, as part of our induction, issue information in relation to our safeguarding policy and any policy related to safeguarding and promoting our children/young people's welfare to all newly appointed staff and volunteers.

Our Safeguarding Designated Lead will undertake further safeguarding training in addition to the whole setting training. This will be undertaken at least every three years which updates their awareness and understanding of the impact of the wide agenda of safeguarding issues. This will support both the SDL to be able to better undertake their role and support the setting in ensuring our safeguarding arrangements are robust and achieving better outcomes for the children in our setting. This Safeguarding training will include how to support their employer's role in Handling Allegations against adults who work with children and young people, including our staff and volunteers. This includes taking part in multi-agency training in addition to safeguarding training.

Mrs Nicola Welsh (SDL) and Miss Fiona Kelland have both attended the Level 3 Safeguarding Children Awareness Training.

Our safeguarding policy is reviewed annually, in order to keep in undated in line with local and national guidance/ legislation.

We will have copies of our safeguarding policy in the policies folder, so they are available to parents on request. Updated Policies are sent out.

## **Mobile Phones and Cameras**

We have policies and procedures in place with regard to the use of mobile phones and cameras used in the setting and on visits etc. Please see Mobile phones and cameras policy for more information.

## **Related setting policies**

Safeguarding covers more than the contribution made to child protection in relation to individual children. It also encompasses issues such as child health and safety, bullying and a range of other issues, for example, arrangements for meeting the medical needs of children, providing first aid, setting security, drugs and substance misuse, etc.

There may also be other safeguarding issues that are specific to the local area or population *Safeguarding Children and Safer Recruitment in Education DfES 2007*

This policy will cross reference to related setting policies and other protocol:

Behaviour Management and anti-bullying

E- Safety Policy

Health and safety

Equality and diversity

Code of conduct

Whistle blowing

Managing allegations

Information sharing

Toileting and Intimate Care

Escalation Policy

**For further information regarding any child protection procedure, please consult [www.swcpp.org.uk](http://www.swcpp.org.uk)**

### **Useful Contacts:**

Devon Safeguarding Children's Board [www.devonsafeguardingchildren.org](http://www.devonsafeguardingchildren.org)

South West Child Protection Procedures [www.swcpp.org.uk](http://www.swcpp.org.uk)

Devon Early Years and Childcare Service [www.devon.gov.uk/eys](http://www.devon.gov.uk/eys)

Child Exploitation and Online Protection Agency [www.ceop.org.uk](http://www.ceop.org.uk)

NSPCC Safe (Safe Activities for Everyone) Network [www.safenetwork.org.uk](http://www.safenetwork.org.uk)

### **CYPS – Children and Young Peoples services: area contact numbers:**

(9am - 5pm Monday to Thursday, 9am – 4pm Friday)

**Multi-agency Safeguarding Hub (MASH) 0345 155 1071**

email: [mashsecure@devon.gcsx.gov.uk](mailto:mashsecure@devon.gcsx.gov.uk)

Address: PO Box 723, Exeter EX1 9QS

**Up to date information available on [www.devon.gov.uk/mash-enquiryform.doc](http://www.devon.gov.uk/mash-enquiryform.doc)**

North Devon CYPS – 01271 388 660

Exeter and East CYPS – 01392 384 444

**Mid Devon CYPS – 08448 805 838**

Teignbridge, South & West Devon CYPS – 01392 386 000

### **CYPS area contact numbers:**

(9am – 5pm Monday to Thursday, 9am – 4pm Friday)

**Early Help co-ordination centre** 0345 155 1071 (ask for Early Help)  
Early Help Karol Stannard 07891417159

**Out of hours for CYPS (Social Care):**

5pm - 9am and at weekends and public holidays, please contact:  
Emergency Duty Service 0845 6000 388 (low-rate call)

**Police Central Referral Unit:** 0845 605 116

**EYCS - Early Years Consultation Service:**

If you have concerns about a child but are unsure whether to make a Social Care referral. The numbers are:

Nikki Phillips – Locality Manager for Exeter and East Devon 01392 383000

[Melissa Filby – Locality Manager for Northern and Mid Devon](#) [01392 383000](#)

Susan Bolt - Locality Manager for South and West Devon 01392 383000

**DSCB – Devon Safeguarding Children Board**

DSCB Office: 01392 383000

**Child Protection Chairs and Local Authority Designated** Officers for  
managing allegations against staff:

Allegations against staff Referral Co-ordinator: 01392 384964

**Devon’s Domestic Abuse Helpline** 0345 155 1074