

# Safeguarding Policy



## Purpose and Aims

The purpose of Freshlings safeguarding policy is to provide a secure framework for the workforce in safeguarding and promoting the welfare of those children who attend our setting.

The policy aims to ensure that:

- All children are safe and protected from harm
- Take action to enable all children to have the best outcomes
- Staff, children, volunteers, visitors and parents are aware of the expected behaviours and the settings legal responsibilities in relation to promoting the safeguarding and welfare of our children
- Other procedures and policies are in place to enable children to feel safe and adopt safe practices

## Ethos

‘Every child deserves the best possible start in life and the support that enables them to fulfil their potential. A secure, safe and happy childhood is important in its own right’ Statutory Framework for the Early Years Foundation Stage (EYFS).

Safeguarding in Freshlings is considered everyone’s responsibility and our setting aims to create a safe and stimulating environment which enables every child the opportunity to reach their full potential and children are encouraged to develop a positive self-image. We are committed to a ‘culture of safety’ in which the children in our care are protected from abuse, harm and radicalisation.

Children need to feel listened to and valued as individuals. The UN Convention of the Rights of the Child Article 19 states that every child should be protected from abuse. We need to ensure that all of our work aims to create and influence best practice. We do this in accordance with ‘**Working Together to Safeguard Children (2018)**’, which sets out how to establish effective working relationships with parents, carers, and colleagues to develop and provide activities and opportunities that will help to equip our children with the skills they need. Positive role models are provided to develop a safe culture where staff are confident to raise concerns about professional conduct.

Our Safeguarding Policy is also in line with Plymouth Safeguarding Children Partnership (PSCP) and Multi-Agency Child Protection Procedures (www.swcpp.org.uk).

***The Designated Safeguarding Lead is the Manager; Vicky Smith and the Deputy Safeguarding Lead is the Business Support Officer and Deputy Manager; Hayley Roberts***

It is the responsibility of the Designated Safeguarding Lead (DSL) to ensure that all safeguarding issues within Freshlings are effectively responded to, recorded and referred to the appropriate agency. The DSL coordinates child protection or safeguarding issues and liaises with external agencies. They are also responsible for ensuring that all staff and volunteers have the appropriate safeguarding training.

Weekly Senior Leadership meetings will occur to discuss safeguarding to ensure that any minor concerns are acted upon quickly and also ensure staff understand the importance. This does not remove the requirement to raise concerns immediately to DSL.

### **What to do if you have a concern:**

- 1) Make a note of what your concerns are immediately
- 2) Note all relevant details, such as the date, time and names of parties involved and what was said in telephone or other conversations
- 3) Raise the matter promptly, even if you are in doubt. Any delay may cause risk of harm to children
- 4) Inform the designated person in the organisation of your concern

Where concerns about a child's or vulnerable adult's safety arise outside of normal working hours advice should be sought from those managers detailed on the emergency contacts list. Vicky Smith (Designated Safeguarding Lead or DSL) is contactable using her mobile during all opening hours, this number can be found in the Points of Contact list. The DSL ensures that practitioners safeguarding training takes place at least every three years; which they can deliver within the setting provided they are linked in to the support and quality assurance process offered by the Local Authority. The DSL will renew their safeguarding training every two years as a minimum.

The DSL is responsible for ensuring the 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. This includes the Online-safety Policy, which includes Camera & Image Policy and Mobile Phone Policy.

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 Designated Safeguarding Lead. Should practitioners feel that a decision made could leave a child at risk of significant harm and reference has been made to the PAF where the concern reaches threshold; the escalation process is:

1. Speak to the DSL raising your concerns and to clarify actions taken.
2. If still concerned speak to another Senior Manager within the company.
3. Should you concerns still be present and appropriate actions have not been followed, please see SWCCP Escalation Policy for further information.

**All adults, including the DSL, have a duty to refer all known or suspected cases of abuse to the relevant agency including Children's, Young Peoples and Families Department – (previously Social Care), or the Police.**

Should a suspected mark or event occur which potentially could reach threshold, it is our legal duty to speak to Children's, Young People and Families Department before discussing with the parent.

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. We would encourage them to contact the appropriate agency directly, however if they do not then and the concern has the potential to reach threshold we will be obliged to report this accordingly. Any records made should be kept securely on the Child's Protection file.

Should a concern not reach referral level, then an Early Help Assessment with a family can be introduced. This would be managed by a Lead Professional from the setting to support the family in order to bring the level of concern down. However, if a family are engaged in the Early Help process but concerns continue or escalate, the safeguarding procedure must be followed.

## Points of Contact:

Freshlings has a duty to keep children and young people safe from harm. If we have any concerns that a child or young person is at risk of harm then we have a legal responsibility to share our concerns with children's services. We will usually inform the child's parents/carers before we share this information, unless to do so will place the child at a greater risk of harm. Should a suspected mark or event occur which potentially could reach threshold, it is our legal duty to speak to Children's Young Peoples and Families Department before discussing with the parent. **The Children Act 1989** principle remains that the protection of children from abuse overrides all other considerations (including confidentiality).

## Gateway Team

The Gateway team will offer practical advice, information and support. Where appropriate directing early help to prevent issues escalating, decisions will be made through risk assessment. The Gateway can be used for general information and advice relating a child from pre-birth to 18 years of age (or 25 for SEND concerns). General advice can be given without consent; however consent will be required for targeted services or for early help. The Gateway aims to provide a central point of advice giving for early help and supporting access to services to help families as part of the early help agenda.

Any child protection and safeguarding issues meeting threshold for referral in accordance with the Plymouth Assessment Framework should continue to be sent directly to the Gateway. The Gateway will accept referrals without consent if there are concerns of significant concerns from professionals and conduct research where it is thought that a child is at significant risk of harm or there is a child protection concern. The Gateway will then be able to make decisions based on effective information sharing to determine whether or not a referral should be taken to carry out a child protection enquiry or child in need assessment. Any child protection and safeguarding issues meeting the threshold for referral in accordance with the Plymouth Assessment Framework should continue to be sent directly to the Gateway.

Freshlings maintain regular contact with individual social workers to ensure that the best interests of a child and their family are at the forefront. We will also liaise with other professionals involved with a family. This may be through the Early Help Assessment Process, this is voluntary with your consent and can enable multi-professional agencies to gather together to discuss the needs of the child and their family and put an action plan in place to support. However, if the child appears to be at risk during this process, safeguarding procedures will be followed.

## The Prevent Duty and Promoting British Values

From 1<sup>st</sup> July 2015, all registered early year's childcare providers are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015 and as part of the counter-terrorism strategy CONTEST. Whereby, settings 'must have due regard to the need to prevent people being drawn into terrorism and being radicalised. This duty is known as Prevent Duty.

Prevent Duty has defined extremism as 'vocal or active opposition to fundamental British Values'. This forms part of our safeguarding procedures in which we protect children and their families in our care. The aim of the Prevent strategy is to 'reduce the threat to the UK from terrorism to stopping people becoming terrorists or supporting terrorism'.

British Values are a set of five values introduced to keep children safe and promote their welfare. We will help children understand how they can influence and participate in decision making and promote British Values through play, discussion and role modelling.

\*Democracy – The focus is on self-confidence and self-awareness as cited in Personal, Social and Emotional Development. This can include: making decisions together, listening to the views of children and parent voices. Children are given opportunities to make decisions about choices of activities and resources they play with and are given opportunities to develop enquiring minds in an atmosphere where questions are valued.

\*Rule of Law – The focus is on managing feelings and behaviour as cited in Personal, Social and Emotional Development. Understanding that rules matter, and how their own and others behaviour can have consequences; we support children to distinguish right from wrong. We reinforce our high expectations of children and children are taught the value and reason behind our expectations that they are there to protect us, that everyone has a responsibility and consequences when rules are broken. Staff will collaborate with children to create rules and will ensure that children understand these apply to everyone.

\*Individual Liberty – Freedom for all, the focus is on self-confidence and self-awareness as well as people and communities within Understanding of the World. We encourage children to reflect on their differences and understand that we are free to have different opinions. Children are supported to make choices, knowing they are in a safe and supported environment. We provide boundaries for young children to make choices safely, through our provision of a safe enabling environment and effective teaching. We provide opportunities for children to develop their self-knowledge, self-esteem and increase their

confidence in their own abilities by encouraging them to take risks, be independent and talk about their own experiences and learning.

\*Mutual Respect – Treat others as you want to be treated, this focuses on people and communities and managing feelings and behaviours. Our staff will be positive role models and create an ethos of inclusivity and tolerance. Children gain respect through interaction with caring adults who value their individuality. Positive, caring and polite behaviour will be encouraged and praised at all times in an environment where children learn to respect themselves, other people and their surroundings.

\*Tolerance of those of different faiths and beliefs – We aim to enhance children’s understanding of different faiths and beliefs by participating in a range of celebrations throughout the year. Children have the opportunity to dress-up in clothes and try foods from other cultures and we encourage parents to support their children’s experiences.

Freshlings will:

\*Provide appropriate training for staff as soon as possible to help staff identify children who may be at risk of radicalisation.

\*We will build the children’s resilience to radicalisation by promoting fundamental British Values and enabling them to challenge extremist views. We will promote British Values through children’s PSED following the EYFS guidance.

\*We will assess the risk by means of a formal risk assessment of children being drawn into terrorism when necessary.

\*We will ensure that our staff understand the risks so that they can respond in an appropriate and proportionate way.

\*We will be aware of the online risk of radicalisation through the use of social media and the internet.

\*As with managing other safeguarding risks, our staff will be alert to change in children’s behaviour which could indicate that they may be in need of help or protection.

\*We will not carry out unnecessary intrusion into family life but we will take action when we observe behaviour of concern

We will monitor children’s attendance to ensure they are consistent and no cause for concern.

\*We will work in partnership with Plymouth Safeguarding Children Partnership (PSCP)

\*We will ensure our Designated Safeguarding Lead will undertake Prevent Awareness training to offer support to other staff members.

\* Our staff will complete the online course to increase their knowledge and understanding of their duties and responsibilities in relation to Prevent through the Channel General Awareness course.

If any members of staff have concerns regarding a child's welfare then the safeguarding policy will be followed and children's services will be informed if necessary. The Department for Education also has a dedicated helpline (020 7340 7264) to enable staff to raise concerns relating to extremism directly. In the case of a referral it will be made to the local children's services who may in turn decide to send the referral to a 'Channel Police Practitioner' for review at the Prevent Multi-Agency Panel (PMAP).

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

Safeguarding is not just about protecting children from significant harm. For Freshlings, it includes such things as child safety, bullying, racist abuse and harassment, intimate care and internet safety etc. However, it must be acknowledged that technology itself will not present the greater risk, but the behaviours of individuals using such equipment will. The witnessing of abuse can have a damaging affect in those who are party to it, as well as the child subjected to the actual abuse, and in itself will have a significant impact on the health and emotional well-being of the child. Abuse can often be difficult to recognise as children may behave differently or seem unhappy for many 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 to the need to consult further. Practitioners should be able to respond appropriately to any significant changes in children's behaviour, deterioration in their general well-being, unexplained bruising, marks or signs of possible abuse or neglect and comments the children make which give cause for concern.

The four main areas of abuse and symptoms are as follow:

### **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 Syndrome by Proxy but is now called Fabricated or Induced Illness (FII).

Symptoms that indicate physical abuse include:

- Injuries (bruises, welts, cuts, burns, bite marks, fractures, etc.) that are not consistent with the explanation offered (e.g. extensive bruising to one area)
- Presence of several injuries (3+) that are in various stages of healing
- Repeated injuries over a period of time
- Injuries that form a shape or pattern that may look like the object used to make the injury (e.g. buckle, hand, iron, teeth, cigarette burns)
- Facial injuries in infants and preschool children (e.g. cuts, bruises, sores, etc.)
- Injuries not consistent with the child's age and development
- Bald patches on child's head where hair may have been torn out
- Repeated poisonings and/or accidents

Any bruises or unexplained/suspicious marks that are found on a non-mobile child should be challenged with the parent, recorded and reported to the Designated Safeguarding Officer. Non-mobile children would not be able to obtain these bruises/marks themselves as they cannot move around/fall over whilst walking. Staff must ensure they speak to the parent about said marks/bruises and request that they complete a pre-existing injury form to be completed.

#### Mongolian Blue Spot

Also known as Slat Gray Nevi are a type of pigmented birthmark. These marks are a blue/grey colour and are flat and commonly appear on the lower back/buttocks, occasionally appearing on the arms and legs or back of the shoulder. The colour of the birthmark is usually consistent across the whole mark, with no lighter or darker areas.

Mongolian Blue Spot is common in children of African, Middle Eastern, Mediterranean or Asian background. They usually disappear once the child enters puberty and can be more common in boys than girls.

Mongolian Blue Spot can be mistaken for a bruise, with the difference being that a bruise will change colour and shape over a period of days, whereas Mongolian Blue Spots take years to fade.

#### Female Genital Mutilation

This type of abuse is practised as a cultural ritual by certain ethnic groups. Symptoms may include bleeding, painful areas, acute urinary retention/infection, incontinence, vaginal and pelvic infections and physiological concerns. Concerns relating to this area should be reported to Gateway immediately. It is mandatory to report to the police any case of FGM on a child under 18.

#### **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 if inappropriate expectations are 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:

- Fatigue due to sleep disturbances
- Sudden weight change
- Cuts or sores made by the child on the arm (self-mutilation)
- Recurring physical ailments
- Difficulty in walking or sitting
- Unusual or excessive itching in the genital or anal area due to infection(s)
- Torn, stained or bloody underwear
- Sexually transmitted disease(s)
- Pregnancy
- Injuries to the mouth, genital or anal areas (e.g. bruising, swelling, sores, infection)

### **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. Many physical indicators listed in the possible indicators of physical abuse can also indicate neglect.

Symptoms include:

- Abandonment
- Lack of shelter
- Unattended medical and dental needs
- Consistent lack of supervision
- Ingestion of cleaning fluids, medicines, etc.
- Consistent hunger
- Nutritional deficiencies
- Inappropriate dress for weather conditions
- Poor hygiene
- Persistent (untreated) conditions (e.g. scabies, head lice, diaper rash, or other skin disorders)
- Developmental delays (e.g. language, weight)
- Irregular or nonattendance at school or child care
- Not registered in school
- Not attending school

Behavioural Indicators:

- Depression
- Poor impulse control
- Demands constant attention and affection
- Lack of parental participation and interest
- Delinquency
- Misuse of alcohol/drugs
- Regularly displays fatigue or listlessness, falls asleep in class
- Steals food, or begs for food from classmate(s)
- Reports that no caregiver is at home
- Frequently absent or tardy
- Self-destructive
- Drops out of school (adolescent)
- Takes over adult caring role (of parent)
- Lacks trust in others, unpredictable
- Plans only for the moment

### Peer on Peer Abuse

We are aware that peer on peer abuse may also take place; we include children in our policy when we talk about the abuser. This may include bullying, physically hurting another child, emotional or sexual abuse. We will report and seek advice in the same way as other forms of abuse.

## Disclosures

A disclosure is when a child lets you know in some way that they are being abused. This may be direct, indirect or third party. Disclosures do not need to be proved or validated in order to be acted on and should be reported no matter where or when they happen.

If a child makes a disclosure, staff will:

- \*reassure the child that they were not to blame and were right to speak out
- \*listen to the child but not question them and not promise the child complete confidentiality
- \*give reassurance that that staff will take action
- \*record the incident immediately

## Managing Allegations

We have a staff behaviour policy and code of conduct that supports us to monitor staff and changes to their character, staff are aware of the need to disclose changes to their circumstances and use the whistleblowing policy if required. 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. This could include inappropriate behaviour displayed by staff members or other persons working with the children such as inappropriate sexual comments, excessive one to one attention beyond the requirements of their role and responsibilities or inappropriate sharing of images. 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 a 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 this may be members of staff or volunteers this should be brought to the immediate attention of the DSL who will advise the Local Authority Designated Officer (LADO). In the case of the allegation being made against the DSL this will be brought to the immediate attention of the Deputy Designated Safeguarding Lead. The DSL will need to discuss with the LADO the nature of the allegations made against the adult, 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 and the necessary steps to be taken:

- Refer to the 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 of the allegation
- Ensure that the appropriate disciplinary procedures are followed including which could mean suspending a member of staff from work until the outcome of any investigation if this is deemed necessary. We reserve the right to dismiss any member of staff in connection with founded allegations following an investigation.
- 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” (2015)** booklet is kept with this policy. This sets out the guidelines on dealing with incidents, disclosures and the procedures that must be followed.

## Training

All members of staff and volunteers will have access to safeguarding training at least every three years in line with Plymouth Safeguarding Children Partnership (PSCP)). 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 DSL will undertake further safeguarding training, Level 3 Multi-Agency Safeguarding course or Level 3 Refresher Courses. These will be undertaken at least every two years which updates their awareness and understanding of the impact of the wide agenda of safeguarding issues. This will support both the DSL 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 includes taking part in multi-agency training in addition to safeguarding training.

### **Information Sharing (see also Information Sharing policy for further information)**

Our prime responsibility is the welfare and well-being of the children in our care. Therefore we have a duty to the children, parents and staff to act quickly and responsibly; this includes sharing information with the relevant agencies. Our work with children and their families will bring us into contact with confidential information which will only be used to enhance the welfare of their children. Parents have a right to know and be informed about the circumstances, and reasons, when we are obliged to share information and we will be open and honest and explain to families how, when and why the information will be shared about them and with whom, unless advice is given not to or to do so could put the child at further risk of harm. It is a legal requirement for the nursery to hold information about the children and families using the nursery and the staff working at the nursery. There are record keeping systems in place that meet legal requirements; means of storing and sharing that information take place within the framework of the GDPR and Data Protection Act and the Human Rights Act.

It is our intention to respect the privacy of children and their families and we do this by following the procedure below:

- Confidential records are stored in a locked filing cabinet
- Written permission is obtained to hold personal details on children and staff.
- Parents are informed when we need to record confidential information beyond the general personal information we keep i.e. injuries, concerns, safeguarding, contact with external agencies.

- Written consent is sought from parents before information is shared with external agencies unless a child is considered at risk when our safeguarding children policy will be followed.
- Parents have access to files and records of their own children but not to those of any other child through written consent
- All staff are aware that personal information given by parents is confidential and only for use within the setting, where it affects planning for the child's needs
- If parents share information about themselves with other parents as well as staff we cannot be held responsible if information is shared by those parents whom the person has 'confided' in.
- Our staff will discuss children's progress and wellbeing at meetings, however more sensitive information is restricted and shared with staff on a need to know basis.
- Staff do not discuss children with other parents or staff who are not involved with the child.
- Staff, student and volunteer inductions include an awareness of the importance of confidentiality.
- Decisions about staff employment remain confidential to those directly involved in the process.
- If staff breach this policy this may result in disciplinary action including dismissal.

### **Transfer of child protection records**

When a child leaves the setting, a copy of their child protection file will be transferred to the new setting separately to the child's main details. Consent is not required for sharing child protection information. Documents will be delivered by hand where possible and marked confidential for the addressee only. Where this is not possible, documents will be sent by recorded delivery or via secure email which is password protected. If the concerns are historic, professional judgement is to be used as to whether the information should be shared on a case by case basis. A chronology should be shared as a minimum in most cases unless initial concerns were unsubstantiated and no further issues have been raised. Where a new setting is not known, the Early Years Safeguarding and Welfare Officer should be contacted, who will endeavour to establish the child's new setting to enable the sharing of information.

## **Mobile Phones, Cameras and Smart Watches**

Mobile phones are only permitted to be used in the staff room or office, if necessary and during their breaks. Staff are to ensure their mobile phones are kept in their lockers during the day and do not enter the nursery at any time. If a member of staff is expecting an urgent phone call then they can leave their mobiles with the office or ask to be contacted on the office line.

Smart watches must be treated in the same way as a mobile phone; we ask staff not to wear any smart watches when in the setting, with the definition of smart watch being any watch that can connect to a mobile phone remotely via Bluetooth, that have cameras or the capability to make calls or texts and connect to Social Media of any kind.

For further information please see Freshlings Policy on Mobile Phones and Camera's and Acceptable use of ICT.

## **CARA (Child at risk alert, previously Encompass)**

We are involved in CARA. This is designed to report any domestic abuse which could affect a child's well-being and behaviour following an incident outside of the setting. Vicky Smith is the key adult for the setting. We will be notified after an incident of domestic abuse involving a family of a child within our care.

Vicky Smith (EYCEDM) is the registered key adult for CARA and will ensure that the information is shared in confidence to the relevant practitioners. There may be times that the key adult must contact other organisations to share the information, this is referred to in our safeguarding policy, which incorporates information sharing.

## **Safer Recruitment and Selection (please refer to Safer Recruitment policy)**

It is a requirement for all agencies to ensure that all staff recruited to work with children and young people are properly selected and checked. At Freshlings we will ensure that we have a member on every recruitment panel who has received the appropriate training. That all of our staff are appropriately qualified and have the relevant employment history and checks to ensure they are safe to work with children in compliant with the UCSP Safer Recruitment Policy, University of Plymouth Policy and OFSTED Guidance.

All staff and volunteers are informed that they are expected to disclose any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children and sign an Annual Declaration to confirm this.

## Legal Framework and Documentation

Working Together to Safeguard Children (2018)

What to do if you are worried a child is being abused (2015)

Information Sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers (HM Government, 2018).

The Statutory Framework for the Early Years Foundation Stage (2021)

Plymouth Assessment Framework

Children Act (1989 Section 47)

Protection of Children Act (1999)

GDPR and Data Protection Act (2018)

Childcare Act (2006)

The Children Act, Every Child Matters (2004)

Safeguarding Vulnerable Groups Act (2006)

Equalities Act (2010)

Counter-Terrorism and Security Act (2015)

Prevent Duty Guidance – (2015)

Prevent Duty Strategy (2011)

Prevent Duty (2015) Departmental Advice for schools and childcare providers

Safeguarding children and protecting professionals in Early Years settings: online safety considerations 2019

Brooks sexual health behaviours toolkit

PSCP Neglect framework and practice guidance



## Useful Contacts:

Gateway 01752 668000

Out of Hours – 01752 346984

Devon Advice and Assessment – 0345 155 1071

Cornwall Advice and Assessment – 0300 123 1116

Local Authority Designated Officer (Jane Parmenter) – 01752 307144  
lado@plymouth.gov.uk

Police Child Abuse Investigation Unit – 01752 284522

Devon Safeguarding Children Partners [www.devonsafeguarding.org](http://www.devonsafeguarding.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/eycs](http://www.devon.gov.uk/eycs)

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)

Prevent Duty Guidance – [www.gov.uk/government/publications/prevent-duty-guidance](http://www.gov.uk/government/publications/prevent-duty-guidance)

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The policy aims to ensure that:

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- Staff, children, volunteers, visitors and parents are aware of the expected behaviours and the settings legal responsibilities in relation to promoting the safeguarding and welfare of our children
- Other procedures and policies are in place to enable children to feel safe and adopt safe practices

## Ethos

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Safeguarding in Freshlings is considered everyone’s responsibility and our setting aims to create a safe and stimulating environment which enables every child the opportunity to reach their full potential. Children need to feel listened to and valued as individuals. The UN Convention of the Rights of the Child Article 19 states that every child should be protected from abuse.

We need to ensure that all of our work aims to create and influence best practice. We do this in accordance with ‘Working Together to Safeguard Children (2018)’, which sets out how to establish effective working relationships with parents, carers, and colleagues to develop and provide activities and opportunities that will help to equip our children with the skills they need.

**The Designated Safeguarding Lead is Vicky Smith and the Deputy is Hayley Roberts.**

## Principles

Every child’s health, safety and welfare is paramount and confidentiality will be maintained where possible.

Any concerns will be reported to the Designated Safeguarding Lead immediately and these will be recorded on a Safeguarding and Welfare form and the appropriate procedures followed. Any concerns will be discussed with a parent,

unless to do so would potentially put the child at risk of significant harm. Should a suspected mark or event occur which potentially could reach threshold, it is our legal duty to speak to Children's, Young Peoples and Families Department before discussing with the parent.

All discussions will be recorded and stored in a locked cupboard.

The nursery may be asked to provide information to Social Services or other agencies involved with a child, this information will be shared when appropriate to do so.

## **Prevent Duty**

From 1<sup>st</sup> July 2015, all registered early year's childcare providers are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015. Whereby settings 'must have due regard to the need to prevent people being drawn into terrorism. This duty is known as Prevent Duty. Please see full safeguarding policy for details.

## **Staffing**

Freshlings Staff will undergo thorough vetting procedures prior to and during their employment.

All staff will complete safeguarding training at least every three years with PSCP. As part of our staff induction, we issue information regarding our Safeguarding Policy and any policy related to safeguarding to all newly appointed staff and volunteers.

## **ICT**

The nursery is a mobile free zone, and staff store their mobiles in the locked staff room. Parents are not permitted to use their mobile whilst in the nursery unless in the nursery office and are supervised by a member of staff.

Photographs are only taken by staff members unless additional consent has been sought. Photographs are stored for a maximum of three months.

Our Safeguarding Policy is also in line with Plymouth Safeguarding Children Partnership (PSCP) and Multi-Agency Child Protection Procedures ([www.swcpp.org.uk](http://www.swcpp.org.uk)).

For Further details, please see our comprehensive Safeguarding Policy or speak to Vicky Smith – Early Years, Childcare and Education Development Manager.