

Safeguarding Children Policy and Procedure

Statement of Safeguarding Children

Violet Way Nursery believes that all children are entitled to have a safe and happy environment. We will work with children, parents and the community to ensure the safety of children and to give them the very best start in life.

All paid staff and volunteers associated with Violet Way Nursery are committed to this statement.

Define of abuse is: -

- **Physical:** Children with marks or injuries not usual in play or activities or where explanations are not sufficient.
- **Emotional:** Changes in personality or behaviour with no known cause.
- **Sexual:** Inappropriate sexual knowledge, activities or language beyond the child's age stage development.
- **Neglect:** The persistent failure to provide for the child's basic needs that impairs the health or development of the child.

As defined in Working Together to Safeguard Children Book. (www.tso.co.uk).

Aims

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;
- Promoting children's right to be strong, resilient and listened to by enabling children to have the 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 adults; and
- Working with parents to build their understanding of and commitment to the principles of safeguarding all our children.

Liaison with other bodies

- We work within the Staffordshire safeguarding children's board guidelines.
- We have a copy of 'what to do if you are 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 making a referral to First Response on safeguarding child/children issues, to ensure that it is easy to make a referral in case of any emergency.
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements, which may affect the wellbeing of children.
- If a referral is to be made to the local authority social services department, we act within the Area Safeguarding Children guidance in deciding whether we must inform the child's parents at the same time.

Method

Responding to suspicions of abuse

- Children arriving with any visible marks or injuries will have these noted and parent/carer will be given opportunity to discuss the cause and this may be discussed and action decided.
- Injuries or marks noticed later will be noted, maybe discussed and action decided
- Any information received from parents/carers will be taken seriously this will be noted, may be discussed and action decided.
- Any information received from children will be taken seriously this will be noted, maybe discussed and action decided.
- If concerns arise that are beyond skills and knowledge of the staff, then the advice of appropriate agency will be sought.
- Nursery staff takes care not to influence the outcome either through the way they speak to children or by asking questions of children.
- When children are suffering from physical abuse, sexual abuse, emotional abuse or neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, their play or their development stage.
- Where such evidence is apparent, the member of staff makes a dated record of the details of the concern and discusses what to do with the Safeguarding children officer.
- Our designated officer (a committee member) who oversees this work is **Mr Richard Burns**.

Allegations against staff

- All paid staff and volunteers having access to children will be vetted as per recruitment and selection policy and procedure.
- All accusations about any staff member or volunteer with access to children in our care will be default with in accordance with the safeguarding children section of the disciplinary procedure.
- We ensure that all parents know how to complain about staff or volunteer within the Nursery, which may include an allegation of abuse.

- We follow the guidance of the Staffordshire Safeguarding Children's Board when responding to any complaint that a member of staff or volunteer has abused a child.

Training

- We seek out training opportunities for all paid staff involved in the nursery to ensure that they are able to recognise the signs and symptoms of possible physical abuse, emotional abuse, sexual abuse and neglect and so that they are aware of the First Response guidelines for making referrals.
- We ensure that all staff knows the procedures for reporting and recording their concerns in the nursery.

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.
- Gives reassurance that she or he will take action.
- The member of staff does not question the child

Recording marks on arrival, injuries noticed later and disclosures

Staff make a record of:

- The child's name.
- The child's address.
- The child's D.O.B.
- The date and time of the observation or the disclosure.
- Marks or injuries including size, colour and location.
- The explanation from the child and parent if possible.
- The name of the person to whom the concern was reported, with date and time.
- The names of any other person present at the time.

These records are signed, counter signed by the setting room leader and dated and this is kept in the child's personal file.

All members of staff know the procedures for recording and reporting this can be found in the induction pack.

Informing parents

- Parents are normally the first point of contact.
- If a suspicion of abuse is recorded, parents are informed where possible at the same time as the report is made, except where the guidance of the First Response officer advises us against 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 Working Together to Safeguard Children.

Support to families

- The nursery believes in building trusting and supportive relationships with families, staff and volunteers in the group.
- The Nursery makes clear to parents its role and responsibilities in relation to safeguarding children, such as for the reporting of concerns, providing information, monitoring of the child, and liaising at all times with LADO.
- The nursery continues to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- 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 Working Together to Safeguarding Children.

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