



Safeguarding Children and Child Protection Policy

At Ribbons Preschool we work with children, parents, external agencies and the community to ensure the welfare and safety of children and to give them the very best start in life. Children have the right to be treated with respect, be helped to thrive and to be safe from any abuse in whatever form.

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 preschool's other policies and procedures.

This policy works alongside these other specific policies to cover all aspects of child protection:

- Online safety
- Human Trafficking and Modern Slavery
- Prevent Duty and Radicalisation
- Domestic Violence, Honour Based Violence (HBV) and Forced Marriages
- Looked After Children

Reporting Procedures

All staff have a responsibility to report safeguarding concerns and suspicions of abuse. These concerns will be discussed with the designated safeguarding coordinator (DCSO) as soon as possible. Staff will report their concerns to the DCSO (in the absence of the DCSO they will be reported to the Deputy DCSO/ Preschool Manager)

Any signs of marks/injuries to a child or information a child has given will be recorded and stored securely. If appropriate, the incident will be discussed with the parent/carer, such discussions will be

recorded and the parent will have access to these records on request

If there are queries/concerns regarding the injury/information given then the following procedures will take place:

The designated safeguarding lead will:

- **Contact Vale of Glamorgan's Children and Young People Services to report concerns and seek advice (if it is believed a child is in immediate danger we will contact the police)**
- **Inform CIW**
- **Record the information and action taken relating to the concern raised**
- **Speak to the parents (unless advised not to do so by Vale of Glamorgan's Children and Young People Services team)**
- **The designated safeguarding lead will follow up action taken by the Vale of Glamorgan's Children and Young People Services team if they have not contacted the setting within the statutory timeframe.**

Keeping children safe is our highest priority and if, for whatever reason, staff do not feel able to

report concerns to the DCSO or deputy DCSO they should call the Vale of Glamorgan's Children and Young People Services team, the NSPCC, the CIW or the police and report their concerns anonymously.

For best practice and to ensure cover at all times we have a deputy designated lead in place. This enables safeguarding to stay high on our priorities at all times.

The Designated Safeguarding/child protection Co-ordinator (DSCO) at the preschool is:

Kate Freeman (Director/ Responsible Individual)

The deputy Designated Safeguarding/child protection Co-ordinator (DSCO) at the preschool is:

Joanne Watkins (Director)

Legal framework and definition of safeguarding

Children Act 1989 and 2004

Childcare Act 2006

Children and Social Work Act 2017

Counter-Terrorism and Security Act 2015

Safeguarding Vulnerable Groups Act (2006)

All Wales Child Protection Procedures (2008)

Social Services and Well-being (Wales) Act 2014.

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

protecting children from abuse and neglect

preventing impairment of their health or development ensuring that they receive safe and effective care.

Policy intention

To safeguard children and promote their welfare we will:

- Create an environment which supports children to develop a positive self-image
- Provide positive role models and develop a safe culture where staff are confident to raise concerns about professional conduct
- Support staff to notice the softer signs of abuse and know what action to take
- Encourage children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development
- Provide a safe and secure environment for all children
- Promote tolerance and acceptance of different beliefs, cultures and communities
- Always listen to children
- Provide 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 or as may be required.

The preschool is aware that abuse does occur in our society and we are vigilant in identifying signs of abuse and reporting concerns. Our practitioners have a duty to protect and promote the welfare of children. Due to the many hours of care we are providing, staff may often be the first people to identify that there may be a problem. They may well be the first people in whom children confide information that may suggest abuse or to spot changes in a child's behaviour which may indicate abuse.

Our prime responsibility is the welfare and well-being of each child in our care. As such we have a duty to the children, parents and staff to act quickly and responsibly in any instance that may come

to our attention. This includes sharing information with any relevant agencies such as local authority services for children's social care, health professionals or the police. All staff will work with other agencies including as part of a multi-agency team, where needed, in the best interests of the child.

The preschool aims to:

- Keep the child at the centre of all we do
- Ensure staff are trained right from induction to understand the safeguarding policy and procedures, are alert to identify possible signs of abuse, (including the signs known as softer signs of abuse), understand what is meant by child protection and are aware of the different ways in which children can be harmed, including by other children through bullying or discriminatory behaviour
- Be aware of the increased vulnerability of children with Special Educational Needs (SEN) / Additional Learning Needs (ALN) and other vulnerable or isolated families and children
- Ensure staff understand how to recognise early indicators of potential radicalisation and terrorism threats and act on them appropriately in line with national and local procedures, including through annual safeguarding newsletters and updates
- Ensure that all staff feel confident and supported to act in the best interest of the child share information and seek the help that the child may need
- Ensure that all staff are familiar and updated regularly with child protection training and procedures and kept informed of changes to local/national procedures
- Make any referrals in a timely way, sharing relevant information as necessary in line with procedures set out by the Vale of Glamorgan's Safeguarding Children Board
- Make any referrals relating to extremism to the police (or the Government helpline) in a timely way, sharing relevant information as appropriate
- Ensure that information is shared only with those people who need to know in order to protect the child and act in their best interest Keep the setting safe online using appropriate filters, checks and safeguards, monitoring access at all times
- Ensure that children are never placed at risk while in the charge of preschool staff
- Identify changes in staff behaviour and act on these as per the Staff Behaviour Policy
- Take any appropriate action relating to allegations of serious harm or abuse against any person working with children, or living or working on the preschool premises including reporting such allegations to CIW, Local Authority Officer and other relevant authorities
- Ensure parents are fully aware of child protection policies and procedures when they register with the preschool and are kept informed of all updates when they occur
- Regularly review and update this policy with staff and parents where appropriate and make sure it complies with any legal requirements and any guidance or procedures issued by the Vale of Glamorgan's Safeguarding Children Board.
- We will support children by offering reassurance, comfort and sensitive interactions. We will devise activities according to individual circumstances to enable children to develop confidence and self-esteem within their peer group and support them to learn how to keep themselves safe.

Contact telephone numbers

CIW 0300 790 0126

Vale of Glamorgan's Children and Young People Services team 01446 725202

Vale of Glamorgan's Children and Young People Services Out of Hours Office team 02920 788570

Non-emergency police 101

Emergency Police 999

Government helpline for extremism concerns 020 7340 7264

NSPCC Whistleblowing hotline 0800 028 0285

NSPCC Childline 0800 1111

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.

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
- Unexplained injuries to a child or conflicting reports from parents or staff
- Repeated injuries
- Unaddressed illnesses or injuries
- Significant changes to behaviour patterns.

Softer signs of abuse as defined by National Institute for Health and Care Excellence (NICE) include:

- Low self-esteem
- Wetting and soiling
- Recurrent nightmares
- Aggressive behaviour
- Withdrawing communication
- Habitual body rocking
- Indiscriminate contact or affection seeking
- Over-friendliness towards stranger
- Excessive clinginess
- Persistently seeking attention.

Peer on peer abuse

We are aware that peer on peer abuse does take place, so we include children in our policies when we talk about potential abusers. This may take the form of bullying, physically hurting another child, emotional abuse, or sexual abuse. We will report this in the same way as we do for adults abusing children, and will take advice from the appropriate bodies on this area.

Recording suspicions of abuse and disclosures

Staff should make an objective record of any observation or disclosure, supported by the preschool manager or 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 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 LSCB and CIW. Staff involved may be asked to supply details of any information/concerns they have with regard to a child. The preschool expects all members of staff to co-operate with the LSCB and CIW in any way necessary to ensure the safety of the children.

Staff must not make any comments either publicly or in private about a parent's or staff's supposed or actual behaviour.

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 preschool manager and any existing injuries should be recorded. 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 preschool manager.

Female genital mutilation

This type of physical abuse is practised as a cultural ritual by certain ethnic groups and there is now more awareness of its prevalence in some communities in the UK including its effect on the child and any other siblings involved. Symptoms may include bleeding, painful areas, acute urinary retention, urinary infection, wound infection, septicaemia, incontinence, vaginal and pelvic infections, with depression and post-traumatic stress disorder as physiological concerns. If you have concerns about a child in this area, you should contact the children's social care team in the same way as other types of physical abuse. There is a mandatory duty to report to police any case where an act of female genital mutilation appears to have been carried out on a girl under the age of 18, we will ensure this is followed in our setting.

Breast Ironing

Breast ironing also known as "breast flattening" is the process where young girls' breasts are

ironed, massaged and/or pounded down through the use of hard or heated objects in order for the breasts to disappear or delay the development of the breasts entirely. It is believed that by carrying out this act, young girls will be protected from harassment, rape, abduction and early forced marriage. Although this is unlikely to happen to children in the preschool due to their age, we will ensure any signs of this in young adults or older children are followed up using the usual safeguarding referral process.

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 preschool or occur during time at the preschool, will be recorded as soon as noticed by a staff member.
- Existing injuries reports will be recorded, monitored and reviewed by the DCSO or the Deputy DCSO. If there are a large number of records arrangements will be made to discuss the reasons with the child's family.
- 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 appear to be any 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 be taken if the staff member has witnessed occasion(s) where a child indicated sexual activity through words, play, drawing, had an excessive pre-occupation 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 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 below 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 DCSO or the Deputy DCSO.
- The matter will be referred to the local authority children's social care team

- A sensitive and confidential discussion will be held with the parents/carers of any other children party to inappropriate play.

Child sexual exploitation (CSE)

CSE is defined as a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology. We will be aware of the possibility of CSE and the signs and symptoms this may manifest as. If we have concerns we will follow the same procedures as for other concerns and we will record and refer as appropriate.

Emotional abuse

Action should be taken under this heading if the staff member has reason to believe that there is an 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 DCSO or the Deputy DCSO.
- The concern will be discussed with the parent
- Such discussions will be recorded and the parent will have access to such records
- If there appear to be any queries regarding the circumstances and/or the concerns relate to the parents, the matter will be referred to the local authority children's social care team.

Neglect

Action should be taken under this heading if the staff member has reason to believe that there has been any type of neglect of a child (for example, by exposure to any kind of danger, including cold and starvation and 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 preschool unwashed or unkempt, wearing clothes that are too small (especially shoes that may restrict the child's growth or hurt them), arriving at preschool in the same nappy they went home in or a child having an illness 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 preschool. They may be clingy and emotional. In addition, neglect may occur through pregnancy as a result of maternal substance abuse.

Domestic Abuse / Honour Based Violence / Forced Marriages

We look at these areas as a child protection concern. Please refer to the separate policy for further details on this.

Procedure:

- The concern will be reported to the DCSO or the Deputy DCSO.
- The concern will be discussed with the parent
- Such discussions will be recorded and the parent will have access to such records.
- If there appear to be any queries regarding the circumstances the local authority children's social care team will be notified.

Parents should please inform the preschool prior to their children taking holidays or days off, and all sickness should be called into the preschool on the day so the preschool management are able to account for a child's absence. This should not stop parents taking precious time with their children, but enables children's attendance to be logged so we know the child is safe.

Looked after children

As part of our safeguarding practice we will ensure our staff are aware of how to keep looked after children safe. In order to do this we ask that we are informed of:

- the legal status of the child (e.g. whether the child is being looked after under voluntary arrangements with consent of parents or on an interim or full care order)
- contact arrangements for the biological parents (or those with parental responsibility)
- the child's care arrangements and the levels of authority delegated to the carer by the authority looking after him/her
- the details of the child's social worker and any other support agencies involved
- any child protection plan or care plan in place for the child in question.

Please refer to the Looked After Children policy for further details.

Monitoring children's attendance

We are required to monitor children's attendance patterns to ensure they are consistent and no cause for concern.

Parents should please inform the preschool prior to their children taking holidays or days off, and all sickness should be called into the preschool on the day so the preschool management are able to account for a child's absence.

If a child has not arrived at preschool within one hour of their normal start time the parents will be called to ensure the child is safe and healthy. If the parents are not contactable then the further emergency contacts will be used to ensure all parties are safe.

Where a child is part of a child protection plan, or during a referral process, any absences will immediately be reported to the local authority children's social care team to ensure the child remains safeguarded.

This should not stop parents taking precious time with their children, but enables children's attendance to be logged so we know the child is safe.

Staffing and volunteering

Our policy is to provide a secure and safe environment for all children. We only allow an adult who is employed by the preschool to care for children and who has an enhanced check with barring list check (children) from the Disclosure and Barring Service (DBS) to be left alone with children. We do not allow volunteers to be alone with children or any other adult who may be present in the preschool regardless of whether or not they have a DBS certificate.

All staff will attend child protection training and receive initial basic child protection training during their induction period. This will include the procedures for spotting signs and behaviours of abuse

and abusers/potential abusers, recording and reporting concerns and creating a safe and secure environment for the children in the preschool. During induction staff will be given contact details for the LAO (local authority officer), the local authority children's services team, the Local Safeguarding Children Board (LSCB) and CIW to enable them to report any safeguarding concerns, independently, if they feel it necessary to do so.

We have named persons within the preschool who take lead responsibility for safeguarding and coordinate

child protection and welfare issues, known as the Designated Safeguarding Co-ordinators (DSCO), there is always at least one designated person on duty during all opening hours of the setting.

These designated persons will receive comprehensive training at least every two years and update their knowledge on an ongoing basis, but at least once a year.

If the staff feel that a safeguarding concern is not being taken seriously within the setting, we encourage them to call the LSCB or the NSPCC Whistleblowing helpline in order to protect the children in their care.

The preschool DSCO's liaise with the Local Safeguarding Children Board (LSCB) and the Vale of Glamorgan's Children and Young People Services team, undertakes specific training, including a child protection training course, and receives regular updates to developments within this field. They in turn support the ongoing development and knowledge update of all staff on the team.

We have a named person within the preschool that takes lead responsibility for safeguarding and coordinates child protection and welfare issues, known as the Designated Safeguarding Co-ordinator (DSCO).

The preschool DSCO liaises with the Local Safeguarding Children Board (LSCB) and the local authority children's social care team undertakes specific training, including a child protection training course and receives regular updates to developments within this field.

For best practice and to ensure cover at all times we have a deputy designated lead in place. This enables safeguarding to stay high on our priorities at all times.

The Designated Safeguarding/child protection Co-ordinator (DSCO) at the preschool is:

Kate Watkins-Freeman (Director/ Responsible Individual)

The deputy Designated Safeguarding/child protection Co-ordinator (DSCO) at the preschool is:

Joanne Watkins-Freeman (Director/ Teacher).

We provide adequate and appropriate staffing resources to meet the needs of all children.

Applicants for posts within the preschool are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out checks before posts can be confirmed. Where applications are rejected because of information that has been disclosed, applicants have the right to know and are given guidance to challenge any incorrect information.

We give staff members/volunteers and students regular opportunities to declare changes that may affect their suitability to care for the children. This includes information about their health, medication or about changes in their home life such as whether anyone they live with in a household has committed an offence or been involved in an incident that means they are disqualified from working with children. This information is also stated within every contract for members of staff, of which they must sign 2 copies, one for the employer, one to retain their own records.

We request DBS checks on a three year basis/or we use the DBS update service to recheck staff's criminal history and suitability to work with children on the same basis and with the individuals consent. We abide by the requirements of the National Minimum Standards and any CIW guidance in respect of obtaining references and suitability checks for staff, students and volunteers, to ensure that all staff, students and volunteers working in the setting are suitable to do so.

We ensure we receive at least two verbal references BEFORE a new member of staff commences employment with us. This is immediately followed up with a written reference request.

All students will have enhanced DBS checks with barring list check (children) conducted on them by their college/ university/ school before their placement starts. Volunteers, including students, do not work unsupervised.

We abide by the requirements of the Safeguarding Vulnerable Groups Act (2006) and the Childcare Act 2006 in respect of any person who is disqualified from providing childcare, is dismissed from our employment, or resigns in circumstances that would otherwise have lead to dismissal for reasons of child protection concern by complying with the duty to refer that individual to the DBS.

We have procedures for recording the details of visitors to the preschool and take security steps to ensure that we have control over who comes into the preschool, 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.

As a staff team we will be fully aware of how to safeguard the whole preschool environment and be aware of potential dangers on the preschool boundaries such as drones, Pokémon hotspots, strangers lingering. We will ensure the children remain safe at all times.

The Staff Behaviour Policy sits alongside this policy to enable us to monitor changes in behaviours that may cause concern. All staff sign up to this policy too to ensure any changes are reported to management so we are able to support the individual staff member and ensure the safety and care of the children is not compromised.

All staff have access to and comply with the whistleblowing policy which will enable them to share any concerns that may arise about their colleagues in an appropriate manner to named person (Kate Watkins) or to CIW representative.

Signs of inappropriate staff behaviour may include inappropriate sexual comments; excessive one to-one attention beyond the requirements of their usual role and responsibilities; or inappropriate sharing of images. This is not an exhaustive list, any changes in behaviour must be reported and acted upon immediately.

All staff attend regular supervision meetings where opportunities are made available to discuss any issues relating to individual children, child protection training and any need for further support.

The deployment of staff within the preschool allows for constant supervision and support. Where children need to spend time away from the rest of the group, the door will be left ajar or other safeguards will be put into action to ensure the safety of the child and the adult.

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/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.

Support to families

The preschool takes every step in its power to build up trusting and supportive relationships among families, staff, students and volunteers within the preschool.

The preschool continues to welcome the child and the family whilst enquiries are being made in relation to abuse in the home situation. Parents and families will be treated with respect in a non-judgmental manner whilst any external investigations are carried out in the best interests of the child.

Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child, only if appropriate in line with guidance of the LSCB with the proviso that the care and safety of the child is paramount. We will do all in our power to support and work with the child's family.

We have a Staff Behaviour Policy in place that supports us to monitor staff and changes in their character. Staff are aware of the need to disclose changes to circumstance and use the whistle blowing policy where required.

We also operate a Phones and Other Electronic Devices and Social Media policy which states how we will keep children safe from these devices whilst at preschool. This also links to our Online Safety policy.

Allegations against adults working or volunteering with children

If an allegation is made against a member of staff, student or volunteer or any other person who lives or works on the preschool premises, regardless of whether the allegation relates to the preschool

premises or elsewhere, we will follow the procedure below.

This will include when a member of staff is alleged to have:

- behaved in a way that has harmed a child, or may have harmed a child
- possibly committed a criminal offence against or related to a child or
- behaved towards a child or children in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children.

The allegation should be reported to the senior manager on duty. If this person is the subject of the allegation then this should be reported to the registered person instead.

The Local Authority Officer (LAO), CIW and the LSCB will then be informed immediately in order for this to be investigated by the appropriate bodies promptly:

- The LAO will be informed immediately for advice and guidance
- If as an individual you feel this will not be taken seriously or are worried about the allegation getting back to the person in question then it is your duty to inform the LAO yourself directly
- A full investigation will be carried out by the appropriate professionals (LAO, CIW, RSCB) to determine how this will be handled
- The preschool will follow all instructions from the CIW and RSCB and ask all staff members to do the same and co-operate where required
- Support will be provided to all those involved in an allegation throughout the external investigation in line with LAO support and advice
- The preschool reserves the right to suspend any member of staff during an investigation
- All enquiries/external investigations/interviews will be documented and kept in a locked file for

access by the relevant authorities

- Unfounded allegations will result in all rights being re-instated
- Founded allegations will be passed on to the relevant organisations including the local authority children's social care team and where an offence is believed to have been committed, the police, and will result in the termination of employment. CIW will be notified immediately of this decision. The preschool will also notify the Disclosure and Barring Service (DBS) for barring consideration
- All records will be kept until the person reaches normal retirement age or for 10 years if that is longer. This will ensure accurate information is available for references and future DBS checks and avoids any unnecessary re-investigation.
- The preschool retains the right to dismiss any member of staff in connection with founded allegations following an inquiry
- Counselling will be available for any member of the preschool who is affected by an allegation, their colleagues in the preschool and the parents.
- If a member of the team feels that the allegation had not been taken seriously or feels they wish to make an allegation outside the setting, they should contact the LAO directly and the setting supports this by providing this number and the NSPCC Whistleblowing number in this policy and in the staff area.

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 (In Prevent priority areas the local authority will have a Prevent lead who can also provide support).

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.

Alongside this we will be alert to any early signs in children and families who may be at risk of radicalisation, on which we will act and document all concerns when reporting further. We have a Prevent Duty and Radicalisation policy in place. Please refer to this for specific details.

Online Safety.

We take the safety of our children very seriously and this includes their online safety. Please refer to the Online Safety policy for details on this.

Human Trafficking and Slavery

Please refer to our Human Trafficking and Slavery policy for detail on how we keep children safe in this area.

The following information comes from the NSPCC:

If at any time you have a concern about a child and are unsure of what to do contact Social services yourself. Reports can also be made to the NSPCC (NSPCC Whistleblowing Hotline 0808 800 5000) the CIW or the police.

COVID-19

We will continue to follow our comprehensive safeguarding policy and procedure.

All staff should be fully aware of the agreed safeguarding procedures in place in the setting and be aware that the statutory safeguarding guidance [Keeping Learners Safe](#) continues to apply.

Safeguarding children is a critical area of business for Social Services and Emergency and Duty teams

will remain in operation to receive calls about children at risk of harm, abuse or neglect. Further information can be found at [Information sharing to safeguard people](#) / [Reporting a child at risk](#)

This policy was adopted on: 23.08.19

This policy was amended on: 09.01.2020

Signed on behalf of the preschool: K.Watkins-Freeman

Date for review: 09.01.2021

Policy reviewed:09.01.2021

Date for review: 09.01.2022

