

# Child Protection & Safeguarding Policy 2016



The legal framework for this policy is based on:

Safeguarding Vulnerable Groups Act (2006)

Contact Names	Designation	Phone number	Date reviewed
LADO	LEA – Paula Williams	01204 337474	September 2015
DESIGNATED PERSONS	Nursery Owner – J Baxter	01204 494888	September 2015
DESIGNATED PERSONS	Lauren Hyde	01204 494888	September 2015
OFSTED	Inspection	0300 123 1231	September 2015
SOCIAL SERVICES	Parent/Police liaison	01204 337470	September 2015

Changes Made on Review:

- Female Genital Mutilation (FGM)
- Peer on Peer Bullying

Next Review: - September 2017

**Purpose** To safeguard & promote the welfare of all children in our setting

**Scope** All staff, students and parents

**Responsibility** Owner/Manager

Safeguarding and promoting the welfare of children, for the sake of this policy is defined as:

- Protecting children from maltreatment
- Preventing the impairment of children’s health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.

*(Definition taken from the HM Government document ‘Working together to safeguard children’)*

Our prime responsibility is the welfare and well-being of all children in our care. As such we believe we have a duty to the children, parents and staff to act quickly and responsibly in any instance that may come to our attention. All staff will work as part of a multi-agency team where needed in the best interests of the child.

## Safeguarding Children

At Heaton House we aim to:

- Ensure that children are never placed at risk while in the charge of nursery staff
- Ensure that confidentiality is maintained at all times
- Ensure that all staff are alert to the 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 i.e. bullying, discriminatory behaviour
- Ensure that all staff are familiar and updated regularly with child protection issues and procedures

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- Ensure parents are fully aware of child protection policies and procedures when they register with the nursery and are kept informed of all updates when they occur
- Keep the child at the centre of all we do
- Regularly review and update this policy with staff and parents where appropriate.

Children will be supported by offering reassurance, comfort and sensitive interactions. Activities will be devised according to individual circumstances to enable children to develop confidence within their peer group.

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 child protection policy, therefore this document should be used in conjunction with the other nursery policies and procedures.

Our nursery will 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 and to be safe from any abuse in whatever form.

To this end we will:

- Create an environment to encourage children to develop a positive self-image
- 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
- Always listen to children.

**Heaton House Nursery has a clear commitment to protecting children and promoting welfare. Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of nursery manager/owner at the earliest opportunity.**

Practitioners have a duty to protect and promote the welfare of children. Due to the many hours of care we are providing, staff will often be the first people to sense that there is a problem. They may well be the first people in whom children confide about abuse. The nursery has a duty to be aware that abuse does occur in our society.

This statement lays out the procedures that will be followed if we have any reason to believe that a child in our care is subject to welfare issues including physical, sexual, emotional abuse or neglect.

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## Types of abuse

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.

Notifying parent/carers/family should not occur in cases where the parents/carers would place the child, the referrer or any others at immediate risk. If in doubt contact Children's Services who will then make a decision about whether the parents should be approached.

### 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 nursery manager or room leader as a matter of urgency.

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 nursery manager.

### Procedure

- All signs of marks/injuries to a child, when they come into nursery or occur during time at the nursery, will be recorded as soon as noticed by a staff member
- The Local Safeguarding Children's Board (LSCB) in the local authority will be notified.

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## 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 nursery or occur during time at the nursery, will be recorded as soon as noticed by a staff member
- If there appear to be any queries regarding the injury, the Local Safeguarding Children's Board (LSCB) in the local authority will be notified.

## Sexual Abuse

Action needs to be taken under this heading 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 to a potential abuser so all symptoms and signs should be looked at together and assessed as a whole.

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

## Procedure

- The adult should reassure the child and listen without interrupting if the child wishes to talk
- The observed instances will be detailed in a confidential report
- The observed instances will be reported to the nursery manager
- The matter will be referred to LSCB in the local authority.

## Neglect

Action should be taken under this heading if the staff member has reason to believe that there has been persistent or severe neglect of a child (for example, by exposure to any kind of danger, including cold 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 nursery unwashed or unkempt, wearing clothes that are too small

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(especially shoes that may restrict the child's growth or hurt them), arriving at nursery 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 nursery. They may be clingy and emotional. In addition, neglect may occur through pregnancy as a result of maternal substance abuse.

### Procedure

- Such discussions will be recorded and the parent will have access to such records
- An Early Help may need to be completed
- If there appear to be any queries regarding the circumstances the LSCB in the local authority will be notified.

### Emotional Abuse

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

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

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

### Procedure

- The concern should be discussed with the manager
- Such discussions will be recorded
- An Early Help Form may need to be completed
- If there appear to be any queries regarding the circumstances, the matter will be referred to the LSCB in the local authority.

### Indicators of child abuse

- Failure to thrive and meet developmental milestones
- Fearful or withdrawn tendencies
- Aggressive behaviour
- Unexplained injuries to a child or conflicting reports from parents or staff

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- Repeated injuries
- Unaddressed illnesses or injuries.

## Recording suspicions of abuse and disclosures

Staff should make an objective record (supported by the nursery manager or Designated Safeguarding Co-ordinator (DSCO) of any observation or disclosure on the agreed proforma (appendix 1).

These records should be signed by the person reporting this and the manager/supervisor, 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 always 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 it is vital details are logged down accurately.

It may be thought necessary that through discussion with all concerned the matter needs to be raised with the LSCB and Ofsted. Staff involved may be asked to supply details of any information/concerns they have with regard to a child. The nursery expects all members of staff to co-operate with the LSCB and Ofsted in any way necessary to ensure the safety of the children.

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

## Female Genital Mutilation

Female Genital Mutilation (FGM) is illegal in England and Wales under the FGM Act 2003 ("the 2003 Act"). **It is a form of child abuse and violence against women.** FGM comprises all procedures involving partial or total removal of the external female genitalia for non-medical reasons.

Section 5B of a mandatory reporting duty which requires regulated health and social care professionals and teachers in England and Wales to report 'known' cases of FGM in under 18s which they identify in the course of their professional work to the police.

'Known' cases are those where either a girl informs the person that an act of FGM – however described – has been carried out on her, or where the person observes physical signs on a girl appearing to show that an act of FGM has

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been carried out and the person has no reason to believe that the act was, or was part of, a surgical operation within section 1(2)(a) or (b) of the FGM

## Peer on Peer Bullying

Children and young people may be harmful to one another in a number of ways which would be classified as peer on peer abuse.

At Heaton House Nursery we have the following policies in place that should be read in conjunction with this policy:

- Anti-Bullying Policy
- Child Protection Policy

## Expected Action to be taken by staff:

Although the type of abuse may have a varying effect on the victim and initiator of the harm, these simple steps can help clarify the situation and establish the facts before deciding the consequences for those involved in perpetrating harm.

It is important to deal with a situation of peer abuse immediately and sensitively. It is necessary to gather the information as soon as possible to get the true facts around what has occurred as soon after the child(ren) may have forgotten. It is equally important to deal with it sensitively and think about the language used and the impact of that language on both the children and the parents when they become involved. For example; do not use the word perpetrator, this can quickly create a 'blame' culture and leave a child labelled.

In all cases of peer on peer abuse it is necessary that all staff are trained in dealing with such incidents, talking to young people and instigating immediate support in a calm and consistent manner. Staff should not be prejudiced, judgemental, dismissive or irresponsible in dealing with such sensitive matters.

## Gather the Facts

Speak to all the young people involved separately, gain a statement of facts from them and use consistent language and open questions for each account. The easiest way to do this is not to have a line of questioning but to ask the young people to tell you what happened. Only interrupt the young person from this to gain clarity with open questions, 'where, when, why, who'. (What happened? Who observed the incident? What was seen? What was heard? Did anyone intervene?)

Consider the Intent (begin to Risk Assess)

Has this been a deliberate or contrived situation for a young person to be able to harm another?

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## Informing parents

If, once appropriate advice has been sought from police/social care you have agreement to inform parents or have been allocated that role from the other services involved then you need to inform the parents as soon as possible. If services are not going to be involved then equally, this information may need to be shared with parents.

In all circumstances where the risk of harm to the child is evident then the setting should encourage the young person to share the information with their parent or even with them (they may be scared to tell parents that they are being harmed in any way). Where the setting can evidence they are acting in the best interests of the young person they would not be criticised, however this would be the case if they actively breached the rights and choices of the young person.

The best way to inform parents is face to face.

## Points to consider:

*What is the age of the children involved?*

How old are the young people involved in the incident and is there any age difference between those involved? (In relation to sexual exploration, children under the age of 5, in particular 1-4 year olds who are learning toileting skills may show a particular interest in exploration at around this stage. This, however should not be overlooked if other issues arise (see following)

*Where did the incident or incidents take place?*

Was the incident in an open, visible place to others? If so was it observed? If not, is more supervision required within this particular area?

*What was the explanation by all children involved of what occurred?*

Can each of the young people give the same explanation of the incident and also what is the effect on the young people involved? Is the incident seen to be bullying for example, in which case regular and repetitive? Is the version of one young person different from another and why?

*What is each of the children's own understanding of what occurred?*

Do the young people know/understand what they are doing? E.g. do they have knowledge of body parts, of privacy and that it is inappropriate to touch? Is the young person's explanation in relation to something they may have heard or been learning about that has prompted the behaviour? Is the behaviour deliberate and contrived? Does the young person have understanding of the impact of their behaviour on the other person?

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In dealing with an incident of this nature the answers are not always clear cut. If you are concerned or unsure as to whether or not there is any risk involved, please seek advice from Children's Services Social Care.

## Repetition

Has the behaviour been repeated to an individual on more than one occasion? In the same way it must be considered has the behaviour persisted to an individual after the issue has already been discussed or dealt with and appropriately resolved?

## Next Steps

Once the outcome of the incident(s) has been established it is necessary to ensure future incidents of abuse do not occur again and consider the support and intervention required for those involved.

## For the young person who has been harmed

What support they require depends on the individual young person. It may be that they wish to seek counselling or one to one support via a mentor. It may also be that they feel able to deal with the incident(s) on their own or with support of family and friends. In which case it is necessary that this young person continues to be monitored and offered support should they require it in the future. If the incidents are of a bullying nature, the young person may need support in improving peer groups/relationships with other young people or some restorative justice work with all those involved may be required.

If the young person feels particularly vulnerable it may be that a risk assessment can be put in place for them whilst in setting so that they have someone named that they can talk to, support strategies for managing future issues and identified services to offer additional support.

## For the young person who has displayed harmful behaviour

In this circumstance it is important to find out why the young person has behaved in such a way. It may be that the young person is experiencing their own difficulties and may even have been harmed themselves in a similar way. In such cases support such as one to one mentoring or counselling may also be necessary. Particular support from identified services may be necessary through a early help referral and the young person may require additional support from family members.

Once the support required to meet the individual needs of the young person has been met, it is important that young person receives a consequence for their behaviour. This may be in the form of restorative justice e.g. making amends with the young person they have targeted if this has been some form of bullying.

Even following the conclusion of any investigation the behaviour that the young person has displayed may continue to pose a risk to others in which case an individual risk assessment may.

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The nursery may also choose a consequence such as exclusion or internal exclusion/inclusion/seclusion for a period of time to allow the young person to reflect on their behaviour.

It is important that following the incident the young people involved continue to feel supported and receive help even if they have stated that they are managing the incident. Sometimes the feelings of remorse, regret or unhappiness may occur at a much later stage than the incident. It is important to ensure that the young people do not engage in any further harmful behaviour either towards someone else or to themselves as a way of coping (e.g. self-harm). In which case, regular reviews with the young people following the incident(s) are imperative.

## Preventative Strategies

For the nursery, it is important to develop appropriate strategies in order to prevent the issue of peer on peer abuse rather than manage the issues in a reactive way.

Firstly, and most importantly for nurseries is recognition that peer on peer abuse can and will occur on any site even with the most stringent of policies and support mechanisms. In which case it is important to continue to recognise and manage such risks and learn how to improve and move forward with strategies in supporting young people to talk about any issues and through sharing information with all staff.

This can be supported by ensuring that each nursery has an open environment where young people feel safe to share information about anything that is upsetting or worrying them.

To enable such an open and honest environment it is necessary to ensure the whole workforce feels confident and enabled to talk about issues and challenge.

In order to create such an environment, it is necessary for whole staff training and CPD around abusive behaviours and talking to young people in a way that continues to create an open and honest environment without prejudice. It is incredibly important that staff do not dismiss issues as 'banter' or 'growing up' or compare them to their own experiences of childhood. It is necessary that staff consider each issue and each individual in their own right before taking action. If staff minimise the concerns raised it may result in a young person seeking no further help or advice.

It is important that signposting is available to young people in the event that they don't feel confident raising an issue to staff or a peer. It is useful to have a resource board with support services on a wide range of issues so young people can seek their own solutions should they wish to. In the same way external services or support programmes could be brought in to talk to young people about specific issues in support of the prevention of peer on peer abuse.

Finally, it is useful to ensure young people are part of changing their circumstances and that of the procedures within schools. Having a school council and pupil voice and encouraging young people to support changes and develop 'rules of acceptable behaviour' will go far in helping to create a positive ethos in school and one where all young people understand the boundaries of behaviour before it becomes abusive.

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## Staffing and volunteering

It is the policy of the nursery to provide a secure and safe environment for all children. The nursery will therefore not allow an adult to be left alone with a child who has not received their enhanced CRB disclosure clearance.

All staff will attend child protection training within their first six months of employment, and receive initial basic training during their induction period. This will include the procedures for spotting signs and behaviours of abuse and abusers, recording and reporting concerns and creating a safe and secure environment for the children in the nursery.

We have a named person within the nursery that co-ordinates child protection and welfare issues. The nursery DSCO undertakes specific training and accesses regular updates to developments within this field.

The Designated Safeguarding Co-ordinator (DSCO) at the nursery is:

- We provide adequate and appropriate staffing resources to meet the needs of children
- Applicants for posts within the nursery 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 to challenge incorrect information
- All enhanced CRB disclosures checks will be updated on a regular basis to ensure the suitability of the adults caring for the children
- We abide by Ofsted requirements in respect of references and suitability checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the nursery or has access to the children
- We ensure we receive at least two written references BEFORE a new member of staff commences employment with us
- All students will have enhanced DBS disclosures conducted on them before their placement starts
- Volunteers, including students, do not work unsupervised
- We abide by the Safeguarding Vulnerable Groups Act (2006) requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have lead to dismissal for reasons of child protection concern
- We have procedures for recording the details of visitors to the nursery and take security steps to ensure that we have control over who comes into the nursery, so that no unauthorised person has unsupervised access to the children

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- All contractors/external workers will be enhanced DBS checked and the manager will request this before allowing them access to the nursery. All visitors/contractors will still be accompanied whilst on the premises, especially when in the areas the children use
- All staff have access to a whistle blowing policy which will enable them to share any concerns that may arise about their colleagues in an appropriate manner
- All staff will receive regular supervision meetings where opportunities will be made available to discuss child protection training and any needs for further support
- The deployment of staff within the nursery 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 placed 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 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.

## Confidentiality

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

## Support to families

- The nursery takes every step in its power to build up trusting and supportive relations among families, staff and volunteers within the nursery
- The nursery 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 under the 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.

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## Employees or volunteers of the nursery

If an allegation is made against a member of staff or volunteer, we will follow the HM Government guidance in *'Working together to safeguard 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 owner/deputy manager instead.

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

- LADO will be informed immediately for advice and guidance
- A full investigation will be carried out by the appropriate professionals to determine how this will be handled
- The nursery will follow all instructions from the LADO, Ofsted, LSCB and asks 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 LADO support and advice
- The nursery 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
- Unfounded allegations will result in all rights being re-instated
- Founded allegations will be passed on to the relevant organisation (police) and will result in the termination of employment. Ofsted will be notified immediately of this decision. The nursery is also required to notify the Independent Safeguarding Authority (ISA) to ensure their records are updated.
- 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 CRB checks and avoid any unnecessary re-investigation
- The nursery 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 nursery who is affected by an allegation, their colleagues in the nursery and the parents

## Managing Allegations against a Manager/Owner

- Where issues are raised relating a line manager, these issues should be taken to the manager who will report the allegations to the local LADO officer.

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- Where concerns are related to a manager/owner and no hierarchy exists above this person, a staff member should raise this with the Senior Nominated Officer within the Local Authority or Partner Agency or the LADO.
- If the allegations prove not to be true then the manager will keep the records and the matter will remain confidential except to those involved i.e. staff and parents.

## Use of Mobile Phones in the setting

- Parents should not use their mobile phone whilst in the setting. The camera function of the phone should not be used to take photos of the parent's child, any artwork/displays or activities. Parents seen to be doing this should immediately be stopped and told to remove any images/recording from their device. Persistent failure to abide by this rule will lead to intervention by the manager/owner.
- Staff are not permitted to use their mobile phones during working hours unless on a break. Phones may be used in the staffroom and outside the setting. Staff must not use phones on arrival or exit from the building.
- Staff must ensure their phones are kept in the designated phone area. Responsibility for mobile phones is with the individual staff member and the setting takes no responsibility for damage to personal property.
- Where a staff member does not wish to store their phone in the designated area, they will be asked to leave their mobile telephone at home.
- Should mobile phones be found on the person of the staff member or in bags during working hours this will be open to disciplinary action (see Disciplinary Policy)

## Acceptable use of ICT & Social Media

The Owner has overall responsibility for e-Safety as part of the wider remit of safeguarding and child protection (see E-safety policy). To meet these responsibilities, the Owner will:

- promote e-safety across the setting and have an awareness of how this is being developed, linked with any setting development plans.
- ensure that any equipment which holds sensitive or confidential information is safely stored and password protected.
- ensure that e-safety is embedded within all child protection training, guidance and practices.
- ensure all social media platforms are appropriately monitored and material published is in line with safeguarding and setting guidelines.

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- ensure parents and carers are provided with the adequate information regarding use of children's images with an opportunity to opt out of any external use of images and data.

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## Prevent Duty Policy

### Background

Education has an important part to play in both educating children and young people about extremism and recognising when children and more so, families start to become radicalised. In March 2015, new statutory duties were placed on schools by the Counter Terrorism and Security Act (2015). This means they must work to prevent children being drawn into extremism.

Safeguarding children from all risks of harm is an important part of a nursery's work and protecting them from extremism is one aspect of that.

### Ethos

At Heaton House Nursery we ensure that our values, core beliefs, diverse curriculum and teaching promotes tolerance and respect for all cultures, faiths and lifestyles.

We have a duty to prepare our children for life in modern Britain and to keep them safe.

Children and families who attend our nursery have the right to learn in safety. We do not tolerate bullying of any kind and will challenge derogatory language and behaviour towards others whether racial or discriminatory.

### Statutory Duty

The duty to prevent children and young people being radicalised is set out in the following documents.

- Counter Terrorism and Security Act (2015)
- Keeping Children Safe in Education (2015)
- Prevent Duty Guidance (2015)
- Working Together to Safeguard Children (2015)

### Non-Statutory Duty

- Promoting fundamental British values: Departmental advice (DfE 2014)

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## Related Policies

- Child Protection and Safeguarding Policy
- Equality Policy
- Personal, Social And Health Education (PSHE) Policy
- Staff Code of Conduct
- Teaching and Learning Policy
- Education Policy
- Visitors Policy
- Whistle-blowing Policy
- Acceptable Use (ICT) Policy
- Behaviour for Learning Policy

## Definitions

**Extremism** is defined in the 2011 Prevent strategy as vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

**Radicalisation** refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups.

**British Values** are democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.

## Role of the Owner

It is the role of the setting owner to:

- ensure that the nursery and its staff respond to preventing radicalisation on a day-to-day basis,
- ensure that the nursery's curriculum addresses the issues involved in radicalisation
- ensure that staff conduct is consistent with preventing radicalisation

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## Role of the Designated Safeguard Lead:

It is the role of the designated safeguarding lead to:

- ensure that staff understand the issues of radicalisation, are able to recognise the signs of vulnerability or radicalisation and know how to refer their concerns
- receive safeguarding concerns about children and young people who may be vulnerable to the risk of radicalisation or are showing signs of radicalisation
- make referrals to appropriate agencies with regard to concerns about radicalisation
- liaise with partners, including the local authority and the police
- report to the governing body on these matters

## Role of the Staff

It is the role of staff to understand the issues of radicalisation, are able to recognise the signs of vulnerability or radicalisation and know how to refer their concerns.

## Curriculum

We are committed to ensuring that our children are offered a broad and balanced curriculum that aims to prepare them for life in modern Britain. We encourage our children to be inquisitive learners who are open to new experiences and are tolerant of others.

These values support the development of the whole child as a reflective learner within a calm, caring, happy and purposeful atmosphere. The Nursery's core values alongside the fundamental British Values supports quality teaching and learning, whilst making a positive contribution to the development of a fair, just and civil society.

## Internet Safety

The internet provides children and young people with access to a wide-range of content, some of which is harmful. The filtering systems used in our nursery blocks inappropriate content, including extremist content.

Searches and web addresses are monitored. Where there are concerns and prevent further access when new sites that are unblocked are found.

Where staff, students or visitors find unblocked extremist content they must report it to a senior member of staff.

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We are aware that staff have access to unfiltered internet when using their mobile phones and staff are alert to the need for vigilance to police their peers and report any instances of unacceptable behaviour.

## Staff Training

Staff will be given training to help them understand the issues of radicalisation, are able to recognise the signs of vulnerability or radicalisation and know how to refer their concerns. This information also forms part of induction safeguarding training. Staff are updated as necessary in safeguarding briefings during meetings and peer observations.

## Safer Recruitment

We ensure that the staff we appoint to the nursery are suitable. Our recruitment procedures are rigorous and we follow the statutory guidance published in *Keeping Children Safe(2015)*. Vetting and barring checks are undertaken on relevant people.

## Visitors

We undertake due diligence to ensure that visiting speakers are appropriate. Speakers will be supervised at all times and will not be allowed to speak to children without a member of staff being present.

Staff must not invite speakers into school without first obtaining permission from the owner.

## Signs of Vulnerability

There are no known definitive indicators that a young person is vulnerable to radicalisation, but there are number of signs that together increase the risk. Signs of vulnerability include:

- underachievement
- being in possession of extremist literature
- poverty
- social exclusion
- traumatic events
- global or national events
- religious conversion
- change in behaviour

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- extremist influences
- conflict with family over lifestyle
- confused identify
- victim or witness to race or hate crimes
- rejection by peers, family, social groups or faith

## Recognising Extremism

Early indicators of radicalisation or extremism may include:

- showing sympathy for extremist causes
- glorifying violence, especially to other faiths or cultures
- making remarks or comments about being at extremist events or rallies outside school
- evidence of possessing illegal or extremist literature
- advocating messages similar to illegal organisations or other extremist groups
- out of character changes in dress, behaviour and peer relationships (but there are also very powerful narratives, programmes and networks that young people can come across online so involvement with particular groups may not be apparent.)
- secretive behaviour
- online searches or sharing extremist messages or social profiles
- intolerance of difference, including faith, culture, gender, race or sexuality
- graffiti, art work or writing that displays extremist themes
- attempts to impose extremist views or practices on others
- verbalising anti-Western or anti-British views
- advocating violence towards others

## Referral Process

Staff and visitors to the nursery must refer all concerns about children and their families who show signs of vulnerability or radicalisation to the Designated Safeguarding Lead using the usual methods for reporting other safeguarding concerns. (See First Five Minutes Poster)

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When there are significant concerns about a child and/or family, the Designated Safeguarding Lead in liaison with the owner will make a referral to the appropriate body.

## Monitoring and Review

This policy will be monitored by the nursery at least annually by the Designated Safeguarding Lead.

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## Appendix 1

### CP initial concern proforma

Information	Action taken/date/who by	Future Action/date/who by
Child's name		
Address		
Date of birth/ age (at time of incident)		
Reported to/by		
Details of incident/concern  Please be exact, include photos if appropriate, exact words used if verbal disclosure		
Parents/carers contacted (if appropriate)		
Agencies contacted(see Appendix 2)		

Signed:-

Date:-

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## Appendix 2

### Agencies to contact if you are concerned about the safety of a child

#### Children's Social Services

<b>North East District</b> Endeavour House Waters Meeting Road Bolton BL1 8SW	Astley Bridge, Bradshaw, Breightmet, Bromley Cross, Tonge Moor, Derby	01204 337400
<b>South East District</b> Farnworth Town Hall Market Street Farnworth Bolton BL4 7PD	Burnden, Daubhill, Farnworth, Harper Green, Kearsley, Little Lever	01204 333555
<b>West District</b> Le Mans Crescent Queen Street Bolton BL1 1SA	Blackrod, Deane, Heaton, Halliwell, Hulton Park, Horwich Westhoughton	01204 337210
<b>Emergency Duty Team</b>		01204 337777
<b>Child Protection Unit</b> Endeavour House Waters Meeting Road Bolton BL1 8SW		01204 337468
<b>Inter-agency Training Co-ordinator</b> Staff Development Castle Hill Centre Castleton Street Bolton BL2 2JW		01204 337612
<b>Greater Manchester Police – Public Protection Investigation Unit (Bolton)</b>		0161 856 6583

### Allegations against those in a position of trust.

#### Agencies to Contact

<b>Children's Services</b>	<b>Primary Care Trust</b>
Head of Service Child Protection Unit 01204 337470 Principal Education Social Worker 01204 338171 Head of Service for Children and Young People 01204 334095 Head of Early Start 01204 331937	Community Consultant Paediatrician (Designated Doctor) 01204 362333 Designated Nurse Child Protection 01204 846762
<b>Royal Bolton Hospital Trust</b>	<b>National Probation Service</b>
Head of Nursing (Named Nurse) 01204 390725 Consultant Paediatrician (Named Doctor) 01204 390658	District Manager 01204 387699
<b>Greater Manchester Police</b>	<b>Local Authority Designated Officer (LADO)</b>
Detective Inspector Divisional Family Support Unit 0161 856 7947	Endeavour House 01204 337474
<b>OFSTED</b>	
Piccadilly Gate, Store Street, Manchester, M1 2WD. <b>0300 123 1231</b>	

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## References

This is abuse campaign

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/410010/2015-03-08\\_This\\_is\\_Abuse\\_campaign\\_summary\\_report\\_\\_2\\_.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/410010/2015-03-08_This_is_Abuse_campaign_summary_report__2_.pdf)

Stop bullying.gov

<http://www.stopbullying.gov/what-is-bullying/definition/index.html#types>

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