

Safeguarding Children Policy

Dell Cottage Day Nursery and its entire staff have a duty to be aware that abuse does occur in our society. This statement lays out the procedures that will be taken if we have reason to believe that a child in our care is subject to either emotional, physical or sexual abuse or neglect.

Our primary responsibility is the welfare and well being of all children in our care. We believe we have a duty to the children, parents/guardian and staff to act quickly and responsibly in any instance that may come to our attention. It is the duty of any staff member to report to the designated Safeguarding officer.

The designated safeguarding lead is- Rachael Wilkins

Ruth Wilkins

Natalie Selwood

will deputise in her absence

(MASH:- Multi-agency Safeguarding hub)

Contact details

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Dell Cottage Day Nursery has a duty to report any suspicions around abuse and to contact The MASH team linked to the area where the child lives. The Children's Act 1989 (Section 47(1)) places a duty on CSC to investigate such matters. The DSO or deputy will speak with the CSC on duty to share their concerns or emerging pattern of concerns. The duty officer will discuss with their manager and then decide upon further action if applicable. If the initial contact is taken by the CSC as a referral, then the setting should receive a written report within 48 hours of this. All records will be kept confidential and on a need to know basis.

Dell Cottage Day Nursery will notify Ofsted if CSC is investigating a child protection matter related to the group, whether that allegation relates to harm or abuse committed on the premises or elsewhere. Allegations of child abuse or neglect could lead to criminal investigation therefore staff should do nothing to jeopardise this, for example asking leading questions or attempting to investigate an allegation themselves. If requested by CSC staff may use open ended questions but should be mindful that CSC and the police are responsible for child protection matters

1. Physical Abuse

Action will be taken under this heading if the staff team have reason to believe there has been a physical injury to a child, including deliberate poisoning, where there is a definite knowledge, or reasonable suspicion that the injury was inflicted or knowingly not prevented.

2. Sexual Abuse

Action will be taken under this heading if the staff team have witnessed occasions where a child indicated sexual activity through words, play, and drawing or had an excessive pre-occupation with sexual matters or had an inappropriate knowledge of adult sexual behaviour

3. Emotional Abuse

Action will be taken under this heading if the staff team have 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.

4. Neglect

Action will be taken under this heading if the staff team have 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) which results in serious impairment of the child's health or development, including non-organic failure to thrive.

Procedure

- a. Any sign of mark/injury/changes in behaviour in or to a child when they come into Dell Cottage Day Nursery will be recorded by the staff member who witnesses it and will consult the Manager, discuss with the parent, and the parent may be asked to countersign a record if necessary. Parents will be made aware of this procedure when starting at the setting.
- b. Observed incidences maybe recorded on a body map, with clear description alongside and discussion with parents will be recorded and the parent/guardian will have access to such records.
(Discussion will take place unless it is believed that this would place the child at risk of significant harm)
- c. If there appear to be any queries regarding the injury or the child discloses the name of the person who caused the injury, this will be shared with the CSC who may notify the police if there is any concern that the child is in danger of significant harm.

Allegations against a member of staff, student or volunteers

Action will be taken under this heading if allegations of any form of abuse/neglect are made against a member of staff, students or volunteer working at Dell Cottage Day Nursery.

Procedure

- a. The concern will be discussed with the DSO who will contact the CSC for advice and direction to follow
- b. Ofsted and the directors of the business should be notified of the allegation.
- c. In all cases a record of the report will be taken, which is timed, dated and includes a clear name and signature
- d. Suspension may be considered necessary if:-
 - There is cause to suspect a child is at risk or significant harm, or
 - The allegation warrants investigation by the police
 - The allegation is so serious that it may be the grounds for dismissal (please see contract of employment for further details).

The suspended person will be suspended on full pay during the period of investigation. If there is no proof of any misconduct and the suspended person is to return to work, then appropriate support must be in place. E.g. a mentor/management of contact with the child/children/parent that made the allegation. If the complaint is upheld then the staff member will be dismissed on the grounds of gross misconduct following the usual disciplinary measures.

Update 21. This guidance has been reviewed and updated as required to reflect the most recent version of the statutory guidance Keeping Children Safe in Education. In Section1, Introduction and Criteria, a fourth bullet point has been added to the behaviours covered by this guidance to include situations where an individual has behaved or may have behaved in a way that indicates they may not be suitable to work with children. This is to capture concerns around transferable risk; for example where a person who works with children is involved in a domestic abuse incident at home and this may have implications for their suitability to work with children.

Ensuring suitability of staff to work with children

In accordance with The Children's Act 2006 and the EYFS safeguarding and welfare requirements, all staff working at Dell cottage Day Nursery will be subject to rigorous checks and references (Enhanced DBS, health checks, reference checks under our safer

recruitment and selection policy and procedure). All staff are contracted to attend training in safeguarding children and young people and will be asked to familiarise themselves with this document. Staff job roles include responsibility of safeguarding children and to report to the DSL any concerns. Please see the role of the DSL in the policy and procedure file for further information.

Staff must:-

- Give comfort and support to the children as appropriate
- Not force a child to talk about the abuse or ask leading questions
- Maintain confidentiality for the protection of the child and their family
- Speak to the DSL or deputy as soon as possible to ensure that appropriate action can be taken
- Record, using clear language, what has been said or heard
- Staff must ensure that their conduct is at all times exemplary and does not put children in danger or bring the setting into disrepute.

Any volunteers and students who have not undergone these checks will be fully supervised and never left alone with the children. Visitors to the setting will be asked to sign in and read a statement about our commitment to safeguard children and young people.

Working with parents and carers

Parents and carers will be provided with a copy of this document when their child begins at Dell Cottage Day Nursery, which will be explained in a clear way so not to frighten, upset or accuse but to impress them on the settings level of commitment to their child's well being. Parents/carers will be reassured that allegations against staff, students or volunteers of abuse or neglect will be taken seriously and will be reported to the MASH team to investigate. The concern should be made to the settings DSL or if this person is the subject of the allegation and there is nobody higher in the organisation, directly to the MASH team.

At all times the child or young person's well being should come first, Dell Cottage Day Nursery has the right to seek advice, regarding a concern they may have about a child, before discussing it with the child's parent. If the child is thought to be at risk or significant harm, a referral may be made to the MASH team without having first discussed it with the parent.

If a concern or allegation is reported to the DSL a decision will be made regarding the next step which could be to discuss the concern with the parent/carer; take further advice or to raise the concern with the MASH team who will then advise on the necessary procedure. The MASH team may arrange a visit to the family or setting to see the child or parents

themselves. If this leads to them suspecting a child has been abused or neglected, advice and support will be offered to improve the care of the child.

Dell Cottage Day Nursery will continue to provide the best care for the child and work to support the parents/carers in a confidential, non-judgemental manner. All staff and volunteers must be aware of their duty to raise any concerns about the management of safeguarding in the setting or actions of colleagues with the DSL, or if it is about this person then directly with your Early Years Advisor or the MASH team.