

## SAFEGUARDING AND CHILD PROTECTION POLICY

The designated person is Mrs Penny Butcher, Mrs Fiona Parkinson and Mrs Nikky Miles.

Safeguarding means the protection from physical, emotional, sexual abuse and neglect.

PHYSICAL ABUSE-causing injury or suffering to a child

EMOTIONAL ABUSE-Persistent emotional ill treatment of a child

SEXUAL ABUSE-Involvement of a child in sexual activity, including access pornography.

NEGLECT-Failure to meet a child's basic, physical and emotional needs.

Ketton Playschool fully recognises the contribution it can make to safeguarding children. The aim of the policy is to safeguard and promote our children's welfare, safety and health.

The children's welfare is the paramount importance.

This policy is consistent with the legal duty to safeguard and promote the welfare of children described in section 175 of the education act 2002 and the DCSF guidance Safeguarding children and Safer Recruitment (January 2007). Also the local safeguarding Board (LCSB) procedures.

All staff within the playschool shall respond to suspicions, allegations or evidence of abuse, including those made against a member of staff.

It is the responsibility of a named person in charge to report concerns according to local safeguarding procedures without delay.

An injuries at home file will be kept, it is confidential and secure. All bruises, cuts and marks will be entered into the file.

The playschool will ensure the DCSF document safeguarding Children and Safer recruitment in education is adhered to.

The setting operates safe recruitment practices. New staff are asked for references and are checked through DBS. Volunteers are not allowed to be alone nor are they able to enter the toilets.

There are procedures for dealing with allegations of abuse against staff and volunteers.

A senior member of staff is on duty at all times to deal with any child protection issues that other staff may have.

All staff update their safeguarding training every two years and regular updates on safeguarding issues are discussed at staff meetings.

All staff know that there is a mandatory duty to report cases of female genital mutilation.

Abuse may come from peers in the form of bullying and aggression.

When a child transfers to another school, any child protection materials will be given to the appropriate person at the school.

The playschool recognises that listening to the children is an important part of safeguarding them against neglect and abuse.

### **PROCEDURE TO BE FOLLOWED**

**Any person is able to seek advice and guidance from the local authority, particularly if in doubt of how to proceed.**

Written records, dated, signed and confirmed by others, must be made. They are kept securely and confidentially.

When a child makes a disclosure, or when concerns are received, led questions are not asked, nor are promises. Everything is written down, dated and timed.

Report to the designated person. Pass on the written record.

The designated person will begin a case file, which is stored securely.

Where initial enquiries do not justify a referral, monitor the situation.

Share the information with those who need to know.

If initial information reveals a cause for concern, contact the social care and then the inter-agency referral proforma completed within 24 hours.

If this occurs, the playschool has a duty to assist and provide information and advice in support of child protection enquiries.

### **PREVENT DUTY**

From July 2015 the Prevent Duty became law. Staff are alert to any reason for concern in the child's life at home or elsewhere. This includes awareness of the expression of extremist views. Staff promote British Values. Prevent training has been undertaken by the manager and is discussed in staff meetings.

If staff have a concern it shall be reported to the safeguarding lead, who reports it to the Local Authority (who will give advice) or the local police (dial 101, non emergency number) to talk in confidence.

RUTLAND SOCIAL SERVICES  
CHILDREN AND FAMILY TEAM SOCIAL CARE-DUTY WORKER (01572 758407)  
EMERGENCIES OUTSIDE HOURS (0116 255 1606)  
POLICE (0116 222 2222)

