

## Safeguarding

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

- 1) Protecting children from maltreatment
- 2) Preventing the impairment of children's health or development
- 3) Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- 4) Taking action to enable all children to have the best outcomes

Safeguarding refers to the totality of all the activities we do at the Nursery to fulfil our child protection responsibilities. Child protection is a part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

The Safeguarding policy has obvious links with the wider Safeguarding agenda and staff, volunteers and student should always be aware of the impact this policy has on other related issues. For example, when agreeing or reviewing the safeguarding policy, links should be made with a range of other policies, guidelines and procedures:

- Health & Safety
- Behaviour Management
- Anti-Bullying
- Confidentiality
- Safer Recruitment
- Child Sexual Exploitation
- Inclusion & SEN
- Female Genital Mutilation

New Beginnings will fulfil their responsibilities with regards to the following documents:

- Working Together to Safeguard Children, March 2015 (Statutory guidance)
- Statutory guidance on children who run away or go missing from home or care – January 2014
- What to do if you're worried a child is being abused – March 2015
- Information sharing - Advice for practitioners providing safeguarding services to children, young people, parents and carers – March 2015
- Guidance for safer working practice for those working with children and young people in education settings (Safer Recruitment Consortium October 2015)
- Leeds Safeguarding Children Board Procedures
- Children Act 1989 (as amended 2004 Section 52)
- The Counter-Terrorism and Security Act 2015 (Section 26 The Prevent Duty)
- Female Genital Mutilation Act 2003

### Policy Intention and Aims

- Ensure that children are never placed at risk while in the charge of the nursery staff.
- Establish what actions the Nursery can take to ensure that children remain safe, at home as well as within the nursery
- Raise the awareness of all staff to these issues, and to define their roles and responsibilities in reporting possible cases of abuse
- Identify children who are suffering, or likely to suffer, significant harm
- Ensure effective communication between all staff on child protection issues
- Set down the correct procedures for those who encounter any issue of safeguarding
- Encourage children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development.
- Ensure that confidentiality is maintained at all times.
- Ensure that all staff are familiar with child protection issues and procedures.

### Staff, Volunteer, and Visitor Suitability and Restrictions

To prevent abuse by means of good practice, New Beginnings Nursery has adopted the following restrictions:

- All employees, will be subject to a six-month probationary period and will not be offered a permanent position unless the nursery management are confident that the particular applicant can be safely entrusted with children.

- Adults that have no enhanced DBS certificate or relevant childcare qualifications will **never** be left alone with a child. This includes students and visitors.
- Staff members will not be left alone for long periods with individual children or small groups. Any staff member who need to spend time on their own with a child, maybe for 'time out' to talk about behaviour will always leave a door open or be in constant view.
- Visitors are required to show proof of identification on arrival at the nursery. Once identification has been established, visitors are required to log their visit in the visitors file on their arrival and departure.
- An unknown visitor who cannot provide suitable identification will not be granted access to the nursery.

### **Recognising And Reporting Suspected Abuse**

Abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children.

All individuals working with children have a duty and responsibility to report any allegations and concerns of a child protection nature. Sudden changes in child's behaviour or physical appearance may be investigated. Child protection is provided by Children's Social Work Services, which supplies support for families whose children need safeguarding to promote their welfare and upbringing. All staff members should be aware of the possible indications of abuse or neglect and of the procedure for dealing with suspected cases.

### **Physical Abuse**

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

### **Sexual Abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit act of sexual abuse as can other children.

### **Emotional Abuse**

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child in participating in normal social interaction. It may also involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment.

### **Neglect**

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- Protect a child from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate care-givers)
- Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

For all cases of abuse action will be taken if the staff team have reason to believe that there is severe, adverse effect on the behaviour and emotional development of a child caused by persistent or severe ill treatment or rejection. Sometimes a child will tell us about the things that they are worried about and if this relates to significant harm it is referred to as a disclosure. If a child tells you about abuse or neglect:

*Procedure:*

- Stay calm. Do not transmit shock, anger, embarrassment.
- Never promise to keep a secret
- Reassure and praise the child - children rarely lie about abuse but they may have tried to tell others and not been heard or believed
- Encourage the child to talk without asking leading questions. Check that you have understood correctly what the child is trying to tell you
- Do not tell the child that what has happened to them is naughty or bad. Do not comment on the offender - it may be someone they love
- As soon as possible afterwards, make a detailed record of the conversation, including questions you asked. Do not add your opinion
- Pass it on immediately to your designated safeguarding lead **Ruth Oseme**
- The concern will be discussed with the parent/ career
- Such discussion will be recorded, and the parent/ career will have access to such records
- If there appear to be any queries regarding the circumstances, the matter will be referred to local authority.

Should any member of staff have concerns for the welfare of any child, they must immediately inform their senior officer. A practitioner's responsibilities do not include investigating the suspected abuse. However, the staff must keep accurate records of their observations and of anything said to them by the child or others in connection with the suspected abuse. The records must be clear, precise, and a factual account of the observations.

**Observations must be dated.** These will be stored in the 'children's cause for concern' file, which is kept securely within the office.

It is always important to listen to children. Strict confidentiality will be observed at all times. All our staff will receive training on Safeguarding and the protection of children from abuse. It is the policy of the nursery to provide a secure and safe environment for all children.

### **Child Sexual Exploitation**

New Beginnings are aware of child sexual exploitation and the effects it can have on children and families. The signs and symptoms of child exploitation in all forms including child sexual exploitation is covered during safeguarding training which is available for all staff, volunteers and students. Child sexual exploitation is a form of sexual abuse where children are sexually exploited for money, power, sexual gratification or status. It can involve violent, humiliating and degrading sexual assaults. In some cases, young people are persuaded or forced into exchanging sexual activity for money, drugs, gifts, affection or status. Consent cannot be given, even where a child may believe they are voluntarily engaging in sexual activity with the person who is exploiting them. Child sexual exploitation does not always involve physical contact and can happen online. A significant number of children who are victims of sexual exploitation go missing from home, care and education at some point.

### **Disabled and SEN Children**

When working with children with disabilities, practitioners need to be aware that additional possible indicators of abuse and/or neglect may also include:

### **Peer on Peer Abuse**

We recognise that children are capable of abusing their peers and that peer on peer abuse can manifest in many different ways, including on-line bullying, sexting, initiation/hazing and inappropriate/harmful sexualised behaviours.

### **Female Genital Mutilation**

Section 5B of the Female Genital Mutilation Act 2003 (as inserted by Section 74 of the Serious Crime Act 2015) places a statutory duty upon practitioners, along with social workers and healthcare professionals, to report to the police where they discover FGM appears to have been carried out on a girl under 18.

Under the mandatory reporting requirements practitioners must personally report to the DSL who will then report to the CSWS duty advice cases where they discover that an act of FGM appears to have been carried out (either through disclosure by the victim or visual evidence) on a girl under 18. Those failing to report such cases will face disciplinary sanctions. Unless the staff has a good reason not to, they should still consider and discuss any such case with the nursery's designated safeguarding lead and involve children's social care as appropriate (KCSiE, September 2016).

### **Extremism / Radicalisation & Prevent Duty**

From 1<sup>st</sup> July 2015, all early years and later years registered providers must have regard to their duty under Section 26 of the Counter Terrorism and Security Act 2015. The duty states that we must have "due regard to the need to prevent people from being drawn into terrorism".

Radicalisation is defined as the process by which people come to support terrorism and violent extremism and, in some cases, to then participate in terrorist groups. The process of radicalisation is different for every individual and is a process, not a one-off event; it can take place over an extended period or within a very short time frame. It is important that staff are able to recognise possible signs and indicators of radicalisation. Children and young people may be vulnerable to exposure or involvement with groups or individuals who advocate violence as a means to a political or ideological end.

Children and young people can be drawn into violence or they can be exposed to the messages of extremist groups by many means. These can include family members or friends, direct contact with members, groups and organisations or, increasingly, through the internet, including through social media sites. This can put children and young people at risk of being drawn into criminal activity and has the potential to cause significant harm.

Potential indicators identified include:

- Use of inappropriate language
- Possession of violent extremist literature
- Changes in behaviour, language, clothing or appearance
- The expression of extremist views
- Advocating violent actions and means
- Association with known extremists
- Seeking to recruit others to an extremist ideology

New Beginnings at Park Spring aims to minimise the possibility of radicalisation through keeping up to date with local and national issues, addressing potential concerns as they arise and following the guidance set out in this policy.

Prevent is part of the UK's counter terrorism strategy. It focusses on supporting and protecting vulnerable individuals who may be at risk of being exploited by radicalisers and subsequently drawn into terrorist related activity. PREVENT is not about race, religion or ethnicity, the programme is to prevent the exploitation of susceptible people.

### **Risk Assessment**

If staff are concerned about a change in the behaviour of an individual or see something that concerns them **(this could be a colleague too)** they should seek advice appropriately with the DSL who should contact the CSWS duty advice team.

Effective early help relies on all staff to be vigilant and aware of the nature of the risk for children and young people, and what support may be available. Our Nursery will ensure as a minimum that the Designated Safeguarding Lead undertakes Prevent awareness training and is able to provide advice and support to other members of staff on protecting children from the risk of radicalisation.

### **Working in Partnership**

New Beginnings at Park Spring aims to have good relationships with parents / carers/families and the wider community. We will follow the guidance of the Early Years Foundation Stage Framework in relationship to Personal, Social and Emotional development and Understanding of the World and guidance from the Department of Education on "British Values". We will ensure that the DSL is able to sign post families who are concerned about radicalisation to the CSWS duty advice team.

## **Staff Training**

New Beginnings at Park Spring will

- Ensure that the DSL is trained as soon as possible in the Workshop to raise awareness of Prevent (WRAP).
- Ensure that all staff are trained in identifying vulnerable children at risk of radicalisation, possible signs of radicalisation, understand their duty to report concerns both to DSL, LSCB and to DfE where relevant.
- Ensure that staff are aware that radicalisation can be influenced from inside the family and from the wider community.
- Ensure that staff understand how to keep children safe through following all of our robust policies and procedures, including our safeguarding procedure, risk assessments, visitors, and recruitment and selection.

## **Information Technology Policies**

New Beginnings at Park Spring has a number of IT policies in place to ensure that children and staff remain safe. These include

- Social networking policy
- Mobile phone policy / Camera policy
- Use of digital equipment
- Internet and computer use policy

At New Beginnings, no child has unsupervised access to the internet at any time. Staff have limited and restricted access to internet while on the floor with the children.

Further information on the "Prevent Duty" can be found on <https://www.gov.uk/government/publications/prevent-duty-guidance>

## **Staff Recruitment**

A clear safer recruitment checklist is strictly followed in our employment process. All existing and new staff will hold valid enhanced DBS which must be sighted by the manager or anyone designated to do so. All staff must be registered on the update service, and this will be checked and printed off bi-annually and printed off to be filed in the staff folder.

All adults in the Nursery receive regular training to raise their awareness of abuse, and to improve their knowledge of Safeguarding procedures that have been agreed locally. The maximum period of time before refresher training must take place is three years. All staff have half termly supervisions and yearly performance management appraisals which are informed by peer on peer and management observations.

## **Communication with Parents**

New Beginnings nursery will ensure that parents are fully aware of our Safeguarding policies and procedures when they register with the nursery and are informed of all updates when they occur. The nursery's policies and procedures are kept within the nursery office are available for parents to read at any point.

## **Conflict of Interest**

All adults who work within an educational context have a duty to report promptly any concerns or information about possible child abuse, whether those responsible are thought to be other children, adults, or colleagues. Our commitment to the paramount importance of the welfare of the child means that in both principle and practice it takes precedence over any other concern, relationship or reputation. Children cannot be expected to raise concerns if they are aware of staff failing to do so. Those who do not report information quickly could put children at risk and bring the nursery into disrepute, and may face disciplinary action.

## **Allegations Against Staff**

If you are concerned that a member of staff or adult in a position of trust poses a danger to a child or young person or that they might be abusing a child or young person you should report your concerns to the Designated Safeguarding Lead. Where those concerns relate to the Designated Safeguarding Lead however, this should be reported to the Proprietor using the settings Ofsted Whistle blowing policy. If you feel unable to do any of those things, you should report your concerns directly to the LADO (Local Authority Designated Officer) who manages allegations against staff.

Please note that all allegations against a member of staff must be recorded and passed on to LADO within 24hrs and OFSTED as well should be informed.

**LADO Contacts: Tel: 0113 247 8457**

### **Following Through on a Concern**

Although it is usually not possible to discuss child protection cases in full, a member of staff who has passed on information to the DSL should expect an acknowledgement and a brief and confidential update on progress or outcome. Members of staff who are dissatisfied with the manner in which concerns have been handled or believe that a child is still at risk and continuing to suffer, are at liberty, and indeed are obliged to contact the Local Authority themselves, challenging other agencies and professionals regarding their actions (or inaction) as appropriate.

### **Confidentiality**

It is extremely important that when an allegation is made, the school or college makes every effort to maintain confidentiality and guard against unwanted publicity while an allegation is being investigated or considered.

### **Disqualification**

It is the responsibility of staff to ensure that they are not engaged in activities that might cause them to be disqualified from looking after children. This will be raised during supervision meetings and staff are expected to disclose such information to their manager, if they believe they may be subject to disqualification. The manager will then liaise with LADO and OFSTED if appropriate, to determine the next steps.

The Designated Safeguarding Lead (DSL) for New Beginnings is Ruth Oseme. If you have concerns, enquiries or questions. Please call her on 07809365057 or email her in confidence at [ruth@newbeginnings-nursery.co.uk](mailto:ruth@newbeginnings-nursery.co.uk)

<b>This policy was adopted on</b>	<b>Signed on behalf of the nursery</b>	<b>Date for review</b>
<i>June 2019</i>	<i>Ruth Oseme</i>	<i>June 2020</i>