

Safeguarding Children Policy

Aim;

Our prime responsibility at Happy Stars Preschool is the welfare and well being of all Children in our care, in order to safeguard the children in our care we comply with the local child protection procedures approved by the Surrey Safeguarding Children Board and we will ensure that all adults that work with the children in our care are able to put the procedures into practice. The DSL will check the SSCB procedure manual which is online monthly to check that everything is up to date.

Working Together to Safeguard Children (2013:7) defines safeguarding and promoting the welfare of children as:

- protecting children from maltreatment;
- preventing impairment of children’s health or development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- taking action to enable all children to have the best outcome

Links to the Every Child Matters Outcomes;

Unique Child	Positive Relationships
Keeping safe 1;3	Respecting each other 2;1
Health and wellbeing 1;4	Parents as partners 2;2
Enabling environments	
Supporting every child 3;2	

We will also explain to the parents that it is our duty as a registered sessional care provider, that we must tell Surrey County Council Children’s Services if we suspect any cases of abuse or non accidental injury. The contact details for reporting:

Surrey CC contact centre for all allegations about children, 0300 200 1006
 Surrey CC Local authority child protection designated officer (LADO) for allegations against a member of staff, 01372 833321 or 01372 833895
 The police in all cases 999

In safeguarding children from abuse/neglect, we will carry out the following procedures;

Look out for the following signs in the children

Cuts, bruises and burns on parts of the body where they are not usually found as a result of an accident.

Loss of weight, over eating, or loss of appetite.

Pains and soreness around the genital areas and bottom, with no adequate medical reason.

Changes in behaviour.

Changes in style of dress or deterioration in clothing.

Distrust of adults, including those to whom they are normally closest.

Absence from the setting, or irregular attendance without explanation.

When ever worrying changes are observed in a child's behaviour physical condition or appearance, a specific and confidential record will be set up, quite separate from the usual on going records of children's progress and development. The record will include, in addition to name, address and age of the child: timed and dated observations, describing objectively the child's behaviour / appearance, without comment or interpretation: where possible, the exact words spoken by the child; the dated name and signature of the recorder.

Such records will be kept in a separate file and will not be accessible to people other than the preschool manager, DL Deputy DL, key worker, or other member of staff as appropriate.

If we have any concerns regarding a child in our setting, we will share information with parent / carers. However, if sharing information may put the child at risk of significant harm we will seek advice from the appropriate organisations.

The DL who is responsible for responding to concerns, will consult with the Local authority designated officer (LADO) within 24 hours. When we refer an allegation the LADO will:

- advise of the next steps to take
- how to manage talking about the concerns with the adult who may have harmed the child
- how to inform the child's parents/carers
- how the employer safeguards children throughout any investigation
- what they expect of you and other agencies involved.

Children's Services Referral Hub (concerns about a child or young person)

North East 0300 123 1610

South East 0300 123 1620

North West 0300 123 1630

South West 0300 123 1640

Surrey LADO (Allegations against adults working with children and young people)

Tel: 0300 200 1006 / 0300 123 1650

Select option 4. Safeguarding Children Unit. Select option 3 LADO

EYCS named person (allegations against adults working with children and young people)

South East 01372 833895

North East/West/South West 01372 833826

Ofsted

Piccadilly Gate, Store Street, Manchester. M1 2WD

Helpline: 0300 123 1231

To report an allegation against a member of staff or volunteer

Tel: 0300 1234 666

Ofsted Whistle blowing Hotline

Tel: 0300 123 3155

www.ofsted.gov.uk

The preschool will take every step in its power to build up trusting and supportive relationships between families and staff and volunteers in the group.

Where abuse at home is suspected, the preschool will continue to welcome the child and family while investigations proceed.

With the provision that the care and safety of the child must always be paramount, the preschool will do all in its power to support and work with the child's family.

In the event of an allegation of abuse / neglect is made against a staff member / volunteer / student, the Children's Services and Police may investigate the allegations and these investigations will be carried out in line with Surrey Area Child protection Procedures, the manager will inform OFSTED, the member of staff will immediately be suspended on full pay while the investigation is carried out, confidential records will be kept of allegations and of all subsequent proceedings.

The named DL for the setting will be Lorraine Hearle, who has attended the "Safeguarding Children Foundation Training" and the two day inter agency training on safeguarding. and the deputy DL is Charmarie Galhenege, who has also completed all of the above training. The DL will be responsible for sharing information with the staff team, accessing information and liaising with outside agencies to ensure information is up to date, collecting information where there are concerns regarding a child and contacting the social Services contact centre who provide relevant and up to date advice and make decisions regarding referrals.

The manager will be responsible for reviewing the accident / incident book regularly and record any concerns to monitor / identify possible safeguarding children's issues. The DL and the deputy DL will monitor the accident and incident book regularly, and existing injuries will be recorded in a body map.

All applicants for work within the preschool voluntary or paid will be interviewed before an appointment is made and will be asked to provide two references, they will also be required to undergo DBS checks, and will not be left alone with the children unsupervised until all the checks are cleared. We will also ensure that all the staff and volunteers are aware of safeguarding children matters, Who the named DL for the setting is, and confidentiality by going through an induction process on starting employment at Happy Stars Preschool.

We will make sure that all staff attends the “Child Protection Training” and where this cannot be achieved immediately an action plan will be in place detailing how this will be achieved, the staff who has already had training will attend the “Child Protection Update Training” every three years.

All our procedures are consistent with guidance from the Surrey Safeguarding Children board; All children’s information entered in their admission form will be kept up to date on a regular basis by the manager of the setting.

Social Networking;

At Happy stars we aim to manage the use of all mobile phones effectively to make sure the potential for misuse is minimised.

All staff and volunteers are aware of the need to protect children from harm, and are aware of the safeguarding children procedures. And the named DL and the deputy DL

All staff personal mobiles are left out of the main room and staff do not have the phones on them when working with children, and the children are not allowed in the room where the phones are kept.

We recognise that it is our duty and a requirement to inform the safeguarding hub if we notice any bruising in all children who are not independently mobile. We will inform the parents that we will be informing the safeguarding hub prior to doing so.

The staff are aware of Prevention Duty and have completed the online training on Prevent duty.

Links to legislation;

- Children Act 1989 and 2004
- Data protection Act 1998
- Every Child Matters – Change for Children 2004
- Race relation act 1976 and amendment Act 2000
- Human Rights Act 2000
- Working together to safeguard children 2013.
- Freedom of information act 2000
- Sex Discrimination Acts 1975 and 1986.

This Policy was adapted by Charmarie Galhenege for Happy Stars Preschool

Name;

Signature;

Position;

Date;

Review Date;

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