



STARFISH NURSERY

SAFEGUARDING CHILDREN

Statement of Intent

Our Starfish Nursery wants to work with children, parents/carers and the community to ensure the safety of children and to give them the very best start in life.

Aim

We aim is to:

- Create an environment in our Starfish Nursery which encourages children to develop a positive self-image, regardless of race, language, religion, culture or home background;
- Help children to establish and sustain satisfying relationships within their families, with peers and with other adults;
- Encourage children to develop a sense of autonomy and independence;
- Enable children to have the self-confidence and the vocabulary to resist inappropriate approaches; and work with parents/carers to build their understanding of and commitment to the welfare of all our children.

The legal framework for this work is:

- The Rehabilitation of Offenders Act
- The Children Act 1989
- Human Rights Act 1998
- Data Protection Act 1984
- The Protection of Children act 1999
- The Children (NI) Order
- The Children (Scotland) Order

Liaison with other bodies

- We work within the Local Safeguarding Children Board (LSCB)
- A copy of the LSCB (Local Safeguarding Children Boards) guidelines available for staff and parents/carers can be seen as the 'Up to date version' viewed online. <https://pandorsetscb.proceduresonline.com/contents.html>
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements which affect the wellbeing of children.
- We have procedures for contacting the local authority on child protection issues, including maintaining a list of names, addresses and telephone numbers of social workers, to ensure that it is easy, in any emergency, for the Nursery and social service to work well together.

- Records of the local NSPCC contacts are also kept.
- If a report is to be made to the authorities, we act within the LSCB guidance in deciding whether we must inform the child's parents/carers at the same time.

Methods.

Staffing and Volunteering

- We have a named person (a member of staff within Starfish Nursery) who co-ordinates safeguarding children issues.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- Adults are discouraged from lifting children but encouraged to get down to the child's level when dealing with any issue that requires comforting the child.
- Adults are encouraged to allow children to walk to other areas of the nursery and not be carried.
- 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.
- We abide by Ofsted requirements in respect of references and policy checks for staff and volunteers, to ensure that no disqualified person or unfit person works at the Starfish Nursery or has access to the children.
- Volunteers do not work unsupervised.
- We abide by the Protection of Children Act requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the Starfish Nursery
- Practitioners and volunteers must not work under the influence of alcohol or any other substance which may affect their ability to care for children. All staff must report to the Manager or Deputy in Manager's absence, if they are taking medication which may affect their ability to care for children and must seek medical advice.
- Staff and Volunteers are to leave mobile phones in their bags. No member of staff/visitors may use mobile phones in the setting.
- No digital or video images to be taken without permission from parents/carers.
- Practitioners, volunteers, students etc should not put details of any aspect of their work, workplace, children or other staff on any form of social networking site during their employment and up to 10 years from the time their contract ends.

- Please refer to E-safety Guidance Booklet and follow guidelines.

Disciplinary Action

- Where a member of staff or a volunteer is dismissed from the Starfish Nursery or internally disciplined because of misconduct relating to a child, we notify the Department of Health administrators so that the name may be included on the List for the Protection of Children and Vulnerable Adults. Ofsted is also notified. This policy should be read in conjunction with Stanley Green Infant Academy 'Safeguarding Children Policy'.

Training

We seek out training opportunities for all adults involved in the Nursery to ensure that they are able to recognise the signs and symptoms of possible physical abuse, emotional abuse, and sexual abuse and neglect so that they are aware of the local authority guidelines for making referrals. We ensure that all staff know the procedures for reporting and recording their concerns in the Starfish Nursery.

Intimate Care

- The layout of the room allows for constant supervision. For the safety of all children, the door to the toilet is left open at all times. If a child needs the toilet a member of staff will accompany them to the toilet and encourage children to be independent. All staff are to be vigilant on the amount of time staff are in the toilet and check on if needed. All staff are aware that the safeguarding of children is their responsibility as practitioners and must report any unusual behaviour of staff to the Manager straightaway.
- If a child needs changing the member of staff must notify another member of staff before carrying this out. The member of staff will then record and sign that they have changed the child and include any details of contact, i.e. cleaned with a wipe.

Whistle blowing

In the event of any breaches of Safeguarding Policies or Procedures or any unusual behaviour such as inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their usual roles and responsibilities or inappropriate sharing of images, being observed by another staff member, or any other person working with children, it is their duty, by law, to report this to the Manager or Deputy in Manager's absence as soon as possible.

Planning

Ratio for free flow play, inside & outside, at least 1 Adult to 4 children under 3's, 1 – 8 over 3's. Doors to garden area are kept open where possible.

All staff must attend safeguarding courses.

Curriculum

- We introduce key elements of child safeguarding into our foundation stage curriculum, so that children can develop understanding of why and how to keep safe.
- We create within the Starfish Nursery a culture of value and respect for the individual.
- We ensure that this is carried out in a way that is appropriate for the ages and stages of our children.

Complaints

We ensure that all parents/carers know how to complain about staff or volunteer action within the Starfish Nursery, which may include an allegation of abuse.

We follow the guidance of the LSCB when investigating any complaint that a member of staff or volunteer has abused a child.

We follow all the disclosure and recording procedures when investigating an allegation that a member of staff or volunteer had abused a child as if it were an allegation of abuse by any other person.

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms – physical, emotional, sexual and neglect.
- When children are suffering from physical, sexual or emotional abuse, this may be demonstrated through changes in behaviour, or in their play. Where such changes in behaviour occur, or where children's play gives cause for concern, the Nursery investigates.
- We allow investigation to be carried out with sensitivity. Staff in the Nursery takes care not to influence the outcome, either through the way they speak to children or ask questions of children.
- Where a child shows signs and symptoms of 'failure to thrive' or neglect, we will make appropriate referrals.

Disclosures

Where a child makes a disclosure to a member of staff, that member of staff:

- Offers reassurance to the child;
- Listens to the child
- Gives reassurance that she or he will take action.
- The member of staff does not question the child.

Recording suspicions of abuse and disclosures

Staff to make a record of:

- The child's name;
- The child's address;
- The age of the child;
- The date and time of the observation or the disclosure;
- An objective record of the observation or disclosure;
- The exact words spoken by the child;
- The name of the person to whom the concern was reported, with date and time.
- The names of any person present at the time.
- These records are signed and dated and kept in a separate confidential file.
- All members of staff know the procedures for recording and reporting.

Informing Parents/carers

Parents/carers are normally the first point of contact. If a suspicion of abuse is recorded, parents/carers 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 is the likely abuser. In these cases the investigating officers will inform parents/carers.

Confidentiality

All suspicions and 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 in the group.
- The Nursery continues to welcome the child and the family whilst investigations are being made in relation to abuse in the home situation.
- Confidential records kept on a child are shared with the child's parents/carers only if appropriate under the guidance of the Local Safeguarding Children's Board.
- With the provision that the care and safety of the child is paramount, we do all in our power to support and work with the child's family.

This policy was adopted for Starfish Nursery.

Name: Mrs Angela Malanczuk

Position: Manager

Signature:

Date: