

# CHILD PROTECTION POLICY

## Introduction

The content of this policy is applicable to paid staff and volunteers at the setting.

The Director / Manager and staff of Wingle-Tye Pre-School 1 fully recognise the contribution it makes to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our children from harm.

All staff at Wingle-Tye Pre-School 1 should provide a caring, positive safe and stimulating environment, which promotes the social, physical and moral development of the individual child.

The aims of this policy are:

- To support the child's development in ways that will foster security, confidence and independence.
- To raise the awareness of all staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse.
- To provide a systematic means of monitoring children known or thought to be at risk of harm.
- To support children who have suffered abuse in accordance with his/her agreed Child Protection Plan.
- To emphasise the need for good levels of communication between all members of staff.
- To set out a structured procedure within the setting in cases of suspected abuse.
- To develop and promote effective working relationships with other agencies, especially the Police and Social Care.

## Equality

Some children's circumstances mean they are more vulnerable to abuse and/or less able to easily access services. These children often require a high degree of awareness and cooperation between professionals in different agencies, both in recognising and identifying their needs and in acting to meet those needs – Chapter 5, Children in Specific Circumstances, [London Child Protection Procedures](#).

## Procedures

Our setting procedures for safeguarding children will be in line with Local Authority and Local Safeguarding Children's Board procedures. The London Child Protection Procedures provides comprehensive guidance. We will ensure that:

We have a Nominated Child Protection Co-ordinator who has responsibility for Child Protection and who undertakes regular training for this role. This person is **Karen Whitehouse** and can be contacted on 01708 478449.

We have a deputy who will act in the Nominated Child Protection Co-ordinator's absence. This person is **Pam Stevens** and can be contacted on 01708 478449.

Those named above have received appropriate training. The Nominated Child Protection Co-ordinator and their deputy will undertake training every two years and all setting staff will receive training every three years.

The role of the Nominated Child Protection Coordinator / Deputy Nominated Child Protection Coordinator is outlined in Appendix 1.

In the event that there are concerns about a child, or children, the Nominated Child Protection Co-ordinator will access the London Child Protection. In the event that there are concerns about a children, Chapters 4 and 5 will inform their decision making process with regard to the presenting safeguarding concerns;

The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of the children, and gives local authorities a duty to make enquiries to decide whether they should take action to safeguard or promote the welfare of a child who is suffering, or likely to suffer significant harm (LCPC chapter 4, 4.1)

All members of staff will develop their understanding of the signs and indicators of abuse and their responsibility for referring any concerns and who to refer to (see 2.1.1 & 2.1.2)

All new members of staff will be given a copy of our child protection procedures as part of their induction into the setting.

All members of staff will be expected to know how to access edition 4 of the London Child Protection Procedures at [www.londonlscg.gov.uk](http://www.londonlscg.gov.uk).

All members of staff will know how to respond to a child who discloses abuse. It is vital that our actions do not abuse the child further or prejudice further enquiries, for example,

Listen to the child, if you are shocked by what is being said try not to show it.

Do not promise confidentiality, you can however promise privacy, reassure the child they have done the right thing, explain who you will have to tell and why.

If a child is making a disclosure the pace should be dictated by the child, do not ask leading questions for example, 'what did they do next?' It is our role to listen not to investigate. Use open questions such as 'is there anything else you wish to tell me?'.

- Accept what they are telling you.
- Do acknowledge how hard it was for them to tell you.
- Don't criticise the perpetrator, this may be someone they love.
- Report all information immediately to the Nominated Child Protection Co-ordinator.

The conduct of staff when in a 1:1 situation with a child is managed in a way that would not lead any reasonable person to question their motives or intentions. All staff must ensure that their behaviour and actions do not place children or themselves at risk of harm or of allegations of harm to children. All staff must be aware of the settings 'Whistleblowing Policy' and how to access it. (Appendix 2)

All parents/carers are made aware of the possibilities of staff members actions with regard to child protection procedures.

A copy of the setting Child Protection Policy will be given to all parents as part of the child induction process, and is available on the notice board in the setting and also on the website.

Our procedures will be reviewed annually by the Director / Manager and Nominated Child Protection Co-ordinator and will be up-dated accordingly.

## **Responsibilities**

The Nominated Child Protection Co-ordinator or those deputising for them, is responsible for:

Adhering to the Havering LSCB, LA and setting procedures with regard to referring a child if there are concerns about possible abuse.

Keeping written records of concerns, at the setting, about a child even if there is no need to make an immediate referral.

Ensuring that all such records are kept confidentially and securely and are separate from child level records.

Ensuring that an indication of further record-keeping is marked on the child level records.

Checking the attendance of children subject to a Child Protection Plan on daily basis.

Ensuring that any child currently who is subject to a Child Protection Plan who is absent without explanation is referred to Social Care and Havering Early Education Inclusion Team.

Ensuring that where any child currently who is subject to a Child Protection Plan leaves, their information is transferred to the new setting or school if known immediately and that the child's social worker is informed.

## **Supporting Children**

We recognise that a child who is abused or witnesses violence and/or abuse may find it difficult to develop and maintain a sense of self worth. We recognise that a child in these circumstances may feel helpless and humiliated. We recognise that a child may feel self blame.

We recognise that the setting may provide the only stable, secure and predictable element in the lives of children who have been abused or who are at risk of harm.

We accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.

Our setting will support all children through:

- The Early Years Foundation Stage curriculum

The setting ethos

- Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying.
- Promoting a caring, safe and positive environment within the school, giving children a sense of being valued.

Ensuring children know there are adults in the PreSchool whom they can approach if they are worried.

Liaising and working together with all other support services and those agencies involved in the safeguarding of children.

Notifying Social Care and Early Education Inclusion as soon as there is a significant concern.

Providing continuing support to a child about whom there have been concerns who leaves the school by ensuring that appropriate information is forwarded under confidential cover to the child's new setting or School.

### **Confidentiality and Information Sharing**

We recognise that all matters relating to Child Protection are confidential

Department for Education (DfE), information sharing protocols will be adhered to at all times. (Information Sharing: Guidance for practitioners and managers 2008).

The Director / Manager, Nominated Child Protection Coordinator, or staff generally will disclose any information about a child to other members of staff on a need to know basis only.

All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.

All staff must be aware that they cannot promise a child to keep secrets.

### **Supporting Staff**

We recognise that staff working in the setting who have become involved with a child who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.

We will support such staff by providing an opportunity to discuss the situation with the Nominated Child Protection Co-ordinator and to seek further support as appropriate.

### **Safer Recruitment**

Our setting will ensure that we practice Safe Recruitment by undertaking enhanced DBS checks of staff and volunteers who

work with children. Recruitment adverts will highlight the priority that the setting places on this and the settings commitment to safeguarding.

The setting will follow the guidance set out in Safeguarding Children and Safer Recruitment in Education 1<sup>st</sup> January 2007, and in line with the Local Authority and Local Safeguarding Children's Board procedures.

### **Allegations against staff**

We understand that a child or 3<sup>rd</sup> party may make an allegation against a member of staff.

We understand that an allegation is wider than just those where it is considered that there is reasonable cause to believe that a child has suffered or is at risk of suffering significant harm.

Some allegations may indicate that a staff member is unsuitable to work with children.

We will be guided by Working Together 2013 which defines an allegation as:

- behaved in a way that has harmed a child, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates that s/he is unsuitable to work with children.

If such an allegation is made, the member of staff receiving the allegation will immediately inform the Director /Manager, this must be done within one working day.

The Director / Manager on all such occasions will discuss the content of the allegation with Local Authority Designated Officer (LADO). 01708 431653

If the allegation made to a member of staff concerns the Director / Manger, the Nominated Child Protection Coordinator will immediately inform Havering Early Education Inclusion Team who will consult with the Local Authority Designated Officer (LADO), this must be done within one working day.

The setting will not internally investigate unless instructed by the LADO.

The setting will follow the LA procedures for managing allegations against staff, a copy of which will be readily available in the setting. These are also contained in Chapter 15 of the London Child Protection Procedures 4<sup>th</sup> edition 2010.

### **Whistleblowing**

We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.

All staff must be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues.

Further information is available in our separate policy on whistleblowing. Appendix 2.

### **Physical Intervention**

Our policy on physical intervention by staff is set out in a separate policy and acknowledges that staff must only ever use physical intervention as a last resort, and that at all times, it must be the minimal force necessary to prevent injury to another person.

We understand that physical intervention of a nature ,which causes injury or distress to a child may be considered under child protection or disciplinary procedures. Staff need to be aware that if a child sustains an injury as a result of physical intervention Child Protection processes must be adhered to. Appendix 3.

### **Bullying**

Our policy on bullying is set out in a separate policy and acknowledges that to allow or condone bullying may lead to consideration under child protection procedures. Appendix 4.

### **Racial Incidents**

Our policy on racist incidents is set out in a separate policy and acknowledges that repeated racist incidents or a single serious incident may lead to consideration under child protection procedures. Appendix 5.

### **Prevention**

We recognise that the setting plays a significant part in the prevention of harm to our children by providing children with good lines of communication with trusted adults, supportive friends and an ethos of protection.

The setting community will therefore:

- Establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.
- Ensure that all children know there is an adult in the setting whom they can approach if they are worried or in difficulty.

### **Health & Safety**

Our Health & Safety policy, set out in a separate document, reflects the consideration we give to the protection of our children both within the setting environment and when away from setting when undertaking setting trips and visits. Appendix 6.

### **Other Relevant school policies**

This policy should be read in conjunction with other Pre-School policies involving welfare. These policies are:

- Whistleblowing Policy
- Physical Intervention Policy
- Behaviour Policy
- Anti-Bullying Policy
- Racial Incidents Policy

### **Where to go for further information:**

- Havering LSCB – [www.havering.gov.uk](http://www.havering.gov.uk)  
<http://www.haveringlscb.org.uk/>
- Havering Threshold Document and Descriptors
- Working Together Guidance
- London LSCB - [www.londonlscb.gov.uk](http://www.londonlscb.gov.uk)
- London Child Protection Procedures
- 'What to do if you are worried a child is being abused', DH et al 2003
- Safeguarding Children and Safer Recruitment in Education (DfES, 2006) [www.teachernet.gov.uk](http://www.teachernet.gov.uk) (Currently under consultation)