

Ravenside Pre-School

SAFEGUARDING CHILDREN

General Legal Requirement

- *The provider must take necessary steps to safeguard and promote the welfare of children.*

POLICY

In our setting we plan to provide an environment which ensures children are safe from potential abuse including bullying and will respond to any suspicion of potential abuse in a way which respects the child's rights and reinforces the adults responsibilities to the children.

- The designated person to whom all concerns are referred to is Karen Robson.....

PROCEDURES

In order to do this we

- Ensure that all adults working (voluntary or paid) in the setting are aware of the fact that such work is exempt from the provision laid down in the Rehabilitation of Offenders Act 1974.
- Require all potential workers to provide references, attend an interview, sign an agreement for an enhanced CRB check and to work for a probationary period.
- Provide an induction programme for new members of staff that includes Safeguarding Children responsibilities.
- Offer on going training to all adults, involved with the care and education of children, which will help them to recognise and respond to suspected abuse of children whether physical, emotional, sexual or as a result of neglect.
- Provide as part of a planned learning programme of activities which help children understand issues of personal safety, express their fears and anxieties, and name body parts.
- Never allow an unregistered adult to be alone with a child or children e.g. going to the toilet or supervising children in a separate room.
- Have clearly set out procedures which all adults will be aware of to respond to concerns of suspected abuse.
- Recognise that parents should always be involved in the monitoring of children's behaviour or development and should be the first point of contact (except in cases of suspected sexual abuse) Discussions with the parents will take place either by telephone or when they drop off/collect their child from the setting, depending on the severity of the concern.
- Keep an ongoing record of observations of significant changes in children's behaviour or appearance which will be written and kept confidential. (depending on the change, either an incident form or cause for concern form will be completed).
- Will ensure all adults know who to contact within the setting and what to do if that person does not carry out their responsibility for the child's well being.

- Notify the local Children's Services or Police without delay any substantiated allegations of abuse by any person living, working or looking after children, either at our premises or elsewhere.
- Will wherever possible continue to support and work with the child's family to maintain continuity of care for the child.
- All details of concerns, progress, case conferences etc are confidential and will not be discussed with anyone not authorised to have this information.
- Inform Ofsted without delay of any allegations made against an adult in the setting.
- Mobile phones. All visitors, students and volunteers must keep their mobile phones in bags or coat pockets in the kitchen at all times during the Pre-School session. Staff to keep their mobile phones on the kitchen hatch.
- Cameras. Only Pre-School cameras to be used during Pre-School session.

- **The contact number for Children's Services (Social Service) is 01912772500
Out of hours 01912328520**

- **Police Child Protection unit telephone number is ___101_____**

Agreed on

Reviewed on

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- Will ensure all adults know who to contact within the setting and what to do if that person does not carry out their responsibility for the child's well being.
- Work with the Children's Services, Police and LSCB to ensure the child's best interests are met.

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