



Safe Guarding Children

Policy statement

The Nursery aims to take action in a timely manner to safeguard and promote children’s welfare.

To ensure all staff are aware of their statutory responsibilities with respect to safeguarding

Staff are trained in recognizing and reporting safeguarding issues.

This policy meets requirements relating to the safeguarding and welfare in the Statutory framework for the Early Years foundation Stage.

The nursery is committed to building a “culture of safety” in which children are protected from abuse in all areas

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.1 Respecting each other 2.2 Parents as partners	3.4 The wider context	4.4 Personal, social and emotional development

1.Equality Statement

Some children have an increased risk of abuse, and additional barriers can exist for some children with respect to recognising or disclosing it. We are committed to anti discriminatory practice and recognise children’s diverse circumstances they may face. We provide a secure and accessible environment in which all our children can flourish and in which all contributions are considered and valued. We aim to make inclusion a thread that runs through all of the activities of the setting.

We give special consideration to children who:

- Have special educational needs or disabilities
- May experience discrimination due to their race, ethnicity, religion, gender identification or sexuality.
- Have English as an additional language
- Are known to be living in difficult situations- for example temporary accommodation
- Are asylum seekers
- Are at risk of radicalisation

2. Roles and responsibilities

Safeguarding and child protection is everyone's responsibility. This policy applies to all staff and volunteers

- All staff will have annual safeguarding training in house
- To support safeguarding practices, we have a staff behavior/ conduct policy (See appendix one) and the role of the safeguarding lead.
- The early help process and their role in it, including early identification of emerging problems, and sharing information with other professionals to support early identification and assessment.
- The process for making referrals to local authority children's social care and for statutory assessments that may follow a referral.
- What to do if they identify a safeguarding issue or a child tells them they are being abused or neglected, including specific issues such as FGM
- How to maintain confidentiality with relevant professionals
- The signs of different types of abuse and neglect, as well as specific safeguarding issues, such as child sexual exploitation, FGM and radicalization.

Valuing diversity in families

We welcome the diversity of family lifestyles and work with all families. We encourage parents to take part in the life of the setting and contribute fully. For families who have English as an additional language we will develop means to ensure their full inclusion.

3. The designated safeguarding lead

Our Designated Safeguarding Lead is **Maryam Chauhan**. When the designated staff is absent Sabiha Wadee will act as cover. Sabiha Wadee will also oversee the work carried out by Maryam Chauhan. They will undertake level 2 and 3 safeguarding training every 3 years.

4. Manager

The manager is responsible for the implementation of this policy, including

- Ensuring all staff and volunteers are informed of this policy
- Ensuring all staff undertake appropriate safeguarding and child protection training and update this regularly.
- Ensuring the relevant staffing ratios are met, where applicable.
- Making sure each child in the nursery is assigned a key person

5. Confidentiality

- Timely information sharing is essential to effective safeguarding
- Information must be shared on a “need to know “ basis, but you do not need consent to share information if a child is suffering, or at risk of serious harm.
- Staff should never promise a child that they will not tell anyone about an allegation, as this may not be in the child’s best interest.

6. Recognising abuse and taking action

Staff must follow the procedures set out below in the event of a safeguarding issue.

6.1 If a child is in immediate danger

Make a referral to MASSS /and police if a child is in immediate danger or a risk of harm. **Anyone can make a referral.**

6.2 If a child makes a disclosure to you.

- Listen to and believe them. Allow them time to talk freely and do not ask leading questions
- Stay calm and do not show any emotions
- Do not promise to keep it a secret
- Write up your conversation as soon as possible in the child’s own words. Stick to the facts, and do not put your own judgement on it.
- Sign and date the write up and pass it on to the designated officer

6.3 If you discover FGM has taken place.

FGM is a collective term for all procedures involving partial or total removal of female genitalia. Typically it is performed on girls aged between 4- 15 years. It is illegal in the UK to take a child abroad to undergo FGM

Any staff who discover that an act of FGM appears to have been carried out on a child under 18, must speak to the designated safeguarding lead who will follow our Local Authority safeguarding procedures.

Early Help

If early help is appropriate Sreen Mohamed will support you in liaising with other agencies and setting up an inter- agency as appropriate.

Referral

It is appropriate to refer the case to the local authority children's social care or the police, Sreen Mohamed or any member of management will do this.

The MASSS team will make a decision within working day of a referral about what course of action to take and will let the person who made the referral know the outcome.

If the child's situation does not improve after the referral, the designated safeguarding person will contact MASSS and make sure the case is reconsidered.

6.4- If you have concerns about extremism

Childcare providers have a vital role to play in protecting children and young people from the risks of extremism and radicalisation. This role is underpinned by the Counter Terrorism and Security Act (2015) to have due regard to the need to prevent people from being drawn into terrorism. The Prevent Strategy, published by the Government in 2011 is part of an overall counter terrorism strategy CONTEST. The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism activity. Such views include justifying political, religious, sexist or racist violence, or to steer individuals into a rigid and narrow ideology that is either vocal or active opposition to fundamental British values including embracing diversity and mutual respect and tolerance of different faiths and beliefs. The Olive Garden Nursery is fully committed to safeguarding and promoting the welfare of all children and young people who we work with. As a childcare provider we recognise that safeguarding against radicalisation is no different from safeguarding against any other vulnerability. All staff are expected to uphold and promote the fundamental principles of British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs

If a child is not at immediate risk of harm, where possible, speak to Maryam Chauhan, first agree a course of action. Alternatively make a referral to the MASSS team

Where this a concern, the designated Safeguarding officer will consider the level of risk and decide which agency to make a referral to. This could include **Channel**. The governments programme for identifying and supporting individuals at risk of being drawn into terrorism.

Details of Bolton **DC Keith Galley 12507 mobile 0781356940**
Email: keith.galley@gmp.police.uk

In an emergency, call 999 or the confidential anti-terrorist hotline on 0800 789 321 if you:

- Think someone is in immediate danger
- Think someone may be planning to travel to join an extremist group
- See or hear something that may be terrorist – related.

6.5 Concerns about a member of staff

If you have a concern about a member of staff or volunteer, speak to the designated safeguarding lead. If you have a concern about the manager you can speak to the nominated individual.

The designated lead will then follow the local authority procedures (first five minutes)

Where appropriate, the nursery will inform Ofsted of the allegation and actions taken within the necessary timescale.

7 Notifying parents

Where appropriate, we will discuss any concerns about a child with the child's parents. The designated lead will do this in the event of a suspicion or disclosure.

Other staff will only talk to parents about any such concerns following consultation with the Designated Safeguarding Lead.

If we believe that notifying the parents would increase the risk to the child, we will discuss this with the local authority – MASSS

8. Mobile phones and cameras/ Ipads

Staff are allowed to bring their personal phones to nursery for their own use. The phones will be locked in the office in a cabinet.

Staff will be able to use phones on breaks. Staff will not be able to take phones into the nursery room.

Staff will not be able to take any pictures of children on their personal phone or cameras.

Only the manager will have her mobile phone to hand during working hours.

If any staff member has a family emergency, they need to give the nursery mobile or landline number.

When on outings the nursery mobile will be used, along the manager and deputies if need be.

Staff must not take personal pictures on the iPads i.e family. They are solely for the use of the nursery.

Staff must not use their personal devices to access tapestry

All staff must sign the IPAD agreement before being issued with IPADS.

The nursery will follow the Data Protection Act 1998 when taking and storing photos

9. Internet policy for children

Children will only have access to the internet under adult supervision on the iPads. We have 4 iPads in the nursery and they will not be able to use them unsupervised.

The children will only use apps on the IPAD which have been downloaded by the admin.

9.1 Unacceptable material

In the event that the filtered internet service provider does not pick up an appropriate site, or on the IPADS, they must be turned off immediately

10. Risk assessment

We make our setting a safe and healthy place for children, parents, staff and volunteers by assessing and minimizing the hazards and risks to enable children to thrive in a safe environment.

Our risk assessments are carried out daily indoors and outdoors. Off site risk assessments are carried out before going on trips. If risk taking activities are planned then a separate risk assessment will be carried out. A weekly fire drill is tested and logged, and emergency lighting once a month.

10. Complaints and concerns about nursery safeguarding practices

10.1 Complaints against staff

Complaints against staff that are likely to require a child protection investigation will be handled in accordance with procedures for dealing with allegation against those working with children.

10.2- Other complaints

There would be an investigation of complaint/ concern following this the LADO would be informed and further guidance adhered to.

11- Recording keeping

All safeguarding concerns, discussions, decisions made and the reasons for those decisions, must be recorded in writing in the safeguarding file. Confidential information and records will be stored securely and only available to those who have a right or professional need to see them

12. Training

All staff members will undertake safeguarding training at induction, including in house and safeguarding level 1. This will include FGM, prevent and whistleblowing. We will ensure their training is regularly updated and will be in line with our Local Safeguarding children's board.

Signed on behalf of The Olive Garden Nursery

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