



Oakbridge Little Learners LTD
66-68 Bridge Cross Road
Burntwood, Staffordshire, WS7 2BY
contact@oakbridgelittlelearners.co.uk
01543 686099



SAFEGUARDING AND CHILD PROTECTION

In accordance with the EYFS statutory requirements we recognise that "children learn best when they are healthy, safe and secure", when their "individual needs are met", and when they "have positive relationships with the adults caring for them".

In order to take all necessary steps to keep children in our care safe and well, the following policy is in place. The fundamental aim is to: safeguard children: ensure the suitability of adults who have contact with children: promote good health: manage behaviour: maintain records, policies and procedures.

The legal framework for this policy:

- Working Together to Safeguard Children (2018)
- Keeping children safe in education (2020)
- Children Act (2006) Children & Social Work Act (2017)
- Safeguarding Vulnerable Groups Act (2006)

Our prime responsibility is the welfare and well-being of children in our care. As such we have a duty to the children to act quickly and responsibly in any safeguarding issue/concern that may come to the attention of the setting.

All the staff will contribute to a multi-agency team where requested. Staff will be familiar with their own responsibilities to act swiftly upon any safeguarding issue they may have, concerning any child or member of staff.

The nursery will follow all procedures set out in the Early Years Foundation Statutory framework and Staffordshire Safeguarding Children's Board Guidance.

Staff responsibilities do not include investigating any safeguarding issue. All related information will remain confidential and secure. Parents and families will be treated with respect in a non-judgemental manner whilst investigations are being carried by the appropriate authorities.

What is child Abuse?

Staff in the nursery recognise and understand that child abuse can take many formats, but all instances can be broadly categorised under one of four headings.

- Neglect - The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a



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child is born, neglect may involve a parent or carer failing to: a. provide adequate food, clothing and shelter (including exclusion from home or abandonment) b. protect a child from physical and emotional harm or danger c. ensure adequate supervision (including the use of inadequate caregivers) d. ensure access to appropriate medical care or treatment It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

- **Physical abuse** - A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.
- **Sexual abuse** - Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.
- **Emotional abuse** - The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.



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Responding to suspicions of abuse

We work within the guidelines for the Staffordshire Safeguarding Children Board.
Any suspicion of abuse will be responded to in a prompt and appropriate manner.

We will contact:

Telephone: 0300 111 8007

Emergency out of hours: 0345 604 2886

Email: eds.team.manager@staffordshire.gov.uk

First Response Team/ Front Door Team

Wedgwood Building

Stafford

ST16 2DH

When a staff member witnesses a disclosure or observes a child, they follow the recording procedure below:

- Child's name
- Child's address
- Child's age and date of birth
- Date and time of the observation or the disclosure
- EXACT words spoken by the child/injuries or marks seen.
- Name of person to whom the concern was reported, with date and time and the names of any other person present at the time.
- Any discussion held with the parent/carer.

All members of staff will follow advice from the First Response team and OFSTED in any way to ensure the safety of the children.



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The Role of the Designated Safeguarding Officer

Roles and responsibilities

1. To liaise with safeguarding children's agencies in any child protection situation
2. To ensure that all relevant people are kept informed on issues such as case reports, referrals, and where appropriate disciplinary action.
3. To provide information, advice and support to nursery practitioners
4. Ensure Safeguarding Children policies and procedures are kept up to date according to LSCB procedures.
5. Maintain case records.
6. Attend any Safeguarding Children training and feed back to nursery practitioners.

Designated person/s for Child Protection/Safeguarding is Lyn Lawrence. However, every member of staff has the responsibility to safeguard children.

Recording visible marks on arrival

If a child arrives at the Nursery with a visible mark, a parent/carer will be asked to complete a form on arrival form. If a member of staff observes a visible mark on a child during the session the parent would be contacted and informed of the visible mark and the form will be completed on collection of the child.

Explanations of the visible mark will be accepted and not questioned in any way. If at any time the visible mark raises concerns of physical abuse then the observer would pass their concerns to the designated lead person. If the concern is not shared by the designated person, a referral can be made directly to First response by the observer.

Parents/caregivers

Parents/caregivers will be made aware of the following:

If a concern of abuse is recorded, parents are informed when the referral is made, except where the guidance of First Response (0300 111 8007) does not recommend this.

Any confidential records kept on a child will be shared with parents or those who hold parental responsibility for the child but only if appropriate under the guidance of First Response or the Local Safeguarding Team.

Making an allegation against a member of staff

If a member of staff witnesses another staff member breaching the safeguarding procedure



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or policy then they must follow the whistle blowing policy and procedure. This is to report to LADO (local Authority designated officer). The contact number can be found below.

All investigations/interviews will be documented and kept in a confidential file. LADO will advise on the nature of the investigation to follow, whether suspension is appropriate and any action as a result of the investigation.

During this process all staff will co-operate with investigating authority. If the allegations are unfounded the employee would have all rights re-instated.

STAFFORDSHIRE LADO (Local Authority Designated Officer)

Telephone: 0300 111 8007 - Option 1 then option 5

OFSTED 0300 123 1231

FIRST RESPONSE TEAM 0300 111 8007 (Mon-Fri 8am- 6pm)

EMERGENCY FIRST RESPONSE 0345 604 2886 (out of hours)

In order to achieve a safe environment, the following factors are considered:

1. Children are always supervised, with the correct ratio of staff to children.
2. If any accidents occur, they are recorded on an accident form and first aid treatment is administered when needed.
3. First Aid kits are checked regularly, and items replaced when required.
4. Injury on arrival forms are completed if any child arrives at the setting with any visible marks. This is completed by parents/carers and then signed and dated. A visible mark noticed by staff after arrival will require a separate form completed on collection.
5. All equipment and toys are regularly checked for safety. Any toys or equipment which is broken or damaged will be removed.



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6. All toys and equipment are cleaned on a regular basis.
7. Risk Assessments are carried out both on a daily basis and reviewed when necessary.
8. Staff Risk Assessments are carried out and these will cover any health or physical problems which a staff member might have.
9. The Health and Safety at Work Act 1974 (HASWA) and Management of health & Safety at Work regulations 1999 (as amended) are followed at all times within the setting.
10. All dangerous liquids, COSHH materials are kept out of reach of children and stored at height.

The Prevent Duty

Prevent duty is part of the counterterrorism and security act 2015. The aim is to identify vulnerable children and young people and prevent them from being drawn into terrorism.

These organisations include:

- Schools
- Registered childcare providers.
- Local authorities
- Police
- Prisons and probation services
- NHS trusts and foundations

Children can be exposed to different views and receive information from various sources. Some of these views may be considered radical or extreme. More information available on the Staffordshire Safeguarding Children Board website www.staffsscb.org.uk.

Training & Awareness

Oakbridge Little Learners will ensure an appropriate level of safeguarding training is available to all its staff.

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:



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- Understand what safeguarding is and their role in safeguarding children.
- Understand the difference between safeguarding children and child protection.
- How to spot the signs of abuse and neglect
- How to respond to the indicators of abuse and neglect and keep children safe
- Understand dignity and respect when working with children.
- Have knowledge of the Safeguarding Children Policy

Staffordshire Safeguarding Children Board provide safeguarding children training for private and voluntary sectors Learning Zone – Staffordshire Safeguarding Children Board (staffsscb.org.uk)

Social Media

All employees and volunteers should be aware of our social media policy and procedures and the code of conduct for safeguarding children on digital platforms.

Use of Mobile Phones & Other Digital Technology:

All employees and volunteers should be aware of our policy and procedures regarding the use of mobile phones and any digital technology and understand that it is unlawful to share images and content on any digital platform without the explicit consent of the person with parental responsibilities.

We ask that any social media contact is after a minimum 6 month period upon your child leaving the nursery. For further information please refer to our Social Media policy.

Whistleblowing

It is important that people within Oakbridge Little Learners have the confidence and support to come forward to speak or act if they have concerns that have not been addressed by the escalation process. Additional knowledge, advice and guidance must be always sought from designated safeguarding leads.

Whistleblowing occurs when a person raises a concern about dangerous or illegal activity, or any wrong- doing within their organisation. This includes concerns about another employee or volunteer. There is also a requirement by Oakbridge to protect the whistle-blower.

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