



Oakbridge Little Learners LTD  
66-68 Bridge Cross Road  
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## SAFEGUARDING AND CHILD PROTECTION

### Policy Statement

Oakbridge Little Learners Ltd is committed to safeguarding and promoting the welfare of all children in our care. Safeguarding is everyone's responsibility and all staff have a duty to protect children from harm, abuse and neglect.

We provide a safe, caring and nurturing environment where children feel secure, valued and listened to. Staff are supported to recognise and respond appropriately to all safeguarding concerns, including low-level concerns relating to staff behaviour.

This policy is implemented in line with the **Early Years Foundation Stage (EYFS)**, **Working Together to Safeguard Children (2023)** and **Keeping Children Safe in Education (KCSIE)**.

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### Aims

- To ensure all children are kept safe and protected from harm
- To ensure staff understand their safeguarding responsibilities
- To promote a culture of vigilance, transparency and accountability
- To ensure all concerns are identified, recorded and acted upon promptly
- To support early identification and intervention (early help)

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### Designated Safeguarding Lead (DSL)

The nursery has a named Designated Safeguarding Lead (DSL) and Deputy DSL.

The DSL is responsible for:

- Managing safeguarding concerns
- Liaising with external agencies
- Supporting staff



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- Maintaining secure records
  - Ensuring safeguarding training is up to date
- 

## **Roles and Responsibilities**

All Staff

All staff must:

- Safeguard children at all times
- Be alert to signs of abuse or neglect
- Listen to children and take concerns seriously
- Record and report concerns immediately
- Maintain professional boundaries
- Follow all safeguarding procedures

Staff must not investigate concerns themselves.

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## **Recognising Abuse and Neglect**

Safeguarding concerns may arise through:

- Observations
- Changes in behaviour
- Disclosures
- Information from parents or professionals

## **Forms of Abuse**

- Physical Abuse
- Emotional Abuse



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- Sexual Abuse
- Neglect

(Keep your existing definitions here — they are already strong)

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## Responding to a Disclosure

Staff will:

- Listen calmly
  - Reassure the child
  - Avoid leading questions
  - Not promise confidentiality
  - Record accurately
  - Report immediately to the DSL
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## Recording and Reporting

- All concerns recorded on the same day
- Records include factual detail, dates, times and actions
- Stored securely and confidentially
- DSL determines next steps

Where appropriate, early help support will be considered to provide intervention at the earliest opportunity.

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## Low-Level Concerns

Oakbridge Little Learners Ltd promotes a culture where all concerns about staff behaviour are shared appropriately.



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A low-level concern is any concern about a member of staff, volunteer or adult working with children that does not meet the threshold of harm but may indicate behaviour inconsistent with the staff code of conduct.

Examples include:

- Being overly familiar with children
- Inappropriate language or tone
- Favouritism
- Breaches of professional boundaries

All low-level concerns:

- Must be reported to the DSL or Nursery Manager
- Will be recorded and reviewed
- Will be handled proportionately and sensitively
- Will be monitored to identify patterns

Where appropriate, the provider/owner will be informed and oversight maintained to ensure effective safeguarding governance.

Concerns about staff may include those that occur outside of the nursery setting.

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## **Allegations Against Staff**

Any allegation that a member of staff has:

- harmed a child
- may have harmed a child
- poses a risk of harm

Must be reported immediately.

The DSL will:



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- Contact the LADO
  - Follow local safeguarding procedures
  - Ensure appropriate action is taken
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## Working with External Agencies

The DSL will liaise with:

- Staffordshire Children's First Response
- LADO
- Health professionals
- Police

Referrals are made promptly where required.

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## Peer-on-Peer Abuse

All incidents:

- Are taken seriously
  - Responded to promptly
  - Managed in line with safeguarding procedures
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## Online Safety

- Children are supervised when using technology
- The nursery has appropriate filtering and monitoring systems in place
- Online concerns are treated as safeguarding concerns
- Procedures are detailed in the Mobile Phone Policy



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## Prevent Duty

Staff are trained to:

- Recognise vulnerability
- Report concerns
- Follow Prevent guidance

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## Whistleblowing

Staff are encouraged to raise concerns:

- Internally
- Externally if required

Staff will not be treated unfairly for raising concerns in good faith.

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## Training and Support

- Safeguarding training during induction
- Regular updates
- DSL advanced training
- Ongoing staff support

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## Information Sharing

The nursery recognises that timely information sharing is essential to effective safeguarding and will not delay sharing concerns where a child may be at risk.

Information is shared:

- On a need-to-know basis



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- In line with legislation

Safeguarding concerns override confidentiality where necessary.

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### **Monitoring and Review**

- Procedures monitored regularly
  - Records reviewed by DSL
  - Policy reviewed annually or when guidance changes
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### **Policy Review**

**Reviewed: March 2026**