

# SAFEGUARDING POLICY

## *Statement of Intent*

Bishy Barnabees wants to work with children, parents/carers and the community to ensure the safety of children and to give them the very best start in life. Bishy Barnabees is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

## *Aims*

Our aims are to carry out this policy by:

- promoting children's right to be strong, resilient and listened to by creating an environment at Bishy Barnabees that encourages children to develop a positive self image, which includes their heritage arising from their colour and ethnicity, their languages spoken at home, their religious beliefs, cultural traditions and home background;
- promoting children's right to be strong, resilient and listened to by encouraging children to develop a sense of autonomy and independence;
- promoting children's right to be strong, resilient and listened to by enabling children to have the self confidence and the vocabulary to resist inappropriate approaches;
- helping children to establish and sustain satisfying relationships within their families, with peers, and with other adults;
- working with parents to build their understanding of and commitment to the principles of safeguarding all our children;
- to ensure every child who attends Bishy Barnabees Day Nursery is safe and protected from harm, including providing first aid;
- to ensure all those working at Bishy Barnabees, either paid or unpaid, have a clear understanding of the legal responsibility to safeguard and promote the welfare of all children;
- to ensure all staff have an understanding of when to make referrals when there are issues concerning sexual exploitation, radicalisation and/or extremism or that they have sought additional advice and support from Safeguarding Lead Practitioners.
- to ensure parents/carers have a clear understanding of the legal responsibilities relating to safeguarding and promoting the welfare of all children;
- to prevent impairment of health or development, including mental health;
- to enable children to have optimum life chances and enter adulthood successfully.

To ensure Bishy Barnabees Day Nursery meets these aims we have the following ethos:

- We have a philosophy where the child's welfare is central and children and young people are supported by safe and effective care
- We maintain a culture where adults are encouraged to share concerns and can follow whistle-blowing and child protection referral procedures
- Adults are well trained and knowledgeable about safeguarding issues
- Staff, leaders and managers recognise that children and young people are capable of abusing their peers
- Positive relationships with parents/carers are an important part of practice
- Those working at Bishy Barnabees Day Nursery, whether paid or unpaid, undertake their roles in a professional manner, enabling children and young people to have optimum life chances.

### *Confidentiality*

- All concerns, suspicions and investigations are kept confidential and shared only with those who need to know in order to protect the children in line with the referral process. Any information is shared under the guidance of the Norfolk Safeguarding Children Board.
- Records are always kept secure and accessible only to those who need to know in order to protect children
- If a child, about whom there are child protection concerns, leaves Bishy Barnabees, we will contact Social Care and advise them of the concerns.

### *Procedures*

- All staff, students and volunteers are informed of the safeguarding policy and practices and are required to read and sign the policy stating it has been understood
- All staff, students and volunteers undertake a thorough induction process where safeguarding is discussed in full
- Every family is given two copies of the Safeguarding Policy, one is to keep at home for their records, one is signed and returned to nursery and kept in their child's file
- All parents/carers are required to complete a comprehensive admissions form along with many other detailed forms to enable us to support the child's needs during their time at Bishy Barnabees Day Nursery

### *Roles and Responsibilities*

- All staff, whether paid or unpaid, have a duty of care to report any concerns or suspicions relating to all children and young people at Bishy Barnabees Day Nursery

- The following leadership roles for safeguarding within Bishy Barnabees are as follows:

Role at Bishy's	Name	Responsibilities
Safeguarding Lead Practitioner (SLP)	Mrs Louise Kerry	To over see the implementation of our safeguarding policy and all other relevant legislation
Safeguarding Lead Practitioner (SLP)	Mrs Julie Beasley	To over see the implementation of our safeguarding policy and all other relevant legislation
Nursery Manager	Mrs Louise Kerry	To manage the day to day running of Bishy Barnabees Day Nursery
Deputy Manager	Mrs Julie Beasley	To assist with the day to day operations of Bishy Barnabees Day Nursery

### *Training*

- All our staff, whether paid or unpaid, are required to undertake appropriate training in line with NSCB guidance and their role within Bishy Barnabees Day Nursery and must keep this updated.
- Safeguarding is discussed at regular full staff meetings, those who have recently updated their training share information to ensure all staff are aware of any changes that may have happened, regular updates are also shared by the SLP

### *Parents/carers*

- Bishy Barnabees Day Nursery is committed to working in partnership with parents/carers, we ensure parents/carers are made aware of the duty to promote the protection and welfare of children through the various information given, such as;
  - Our registration pack / Welcome Pack
  - The policy contained within this pack
  - Monthly newsletters
  - Parent's notice board
  - Ofsted parents' poster
- We require parents/carers to share information about accidents and injuries that take place at home and have a form to complete on arrival at nursery if necessary. Information regarding accidents and incidents that take place at Bishy Barnabees is shared with parents/carers via our accident/incident book on collection. This process is discussed during initial visits to Bishy Barnabees.
- Discussions take place informing parents/carers if a safeguarding concern arises, a form will be completed and used in the best interest of the safety of the child.

## *What is abuse and neglect?*

- Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger for example, via the internet. They may be abused by an adult or adults, or another child or children.

### Physical Abuse

Physical abuse 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.

### Emotional Abuse

Emotional abuse is 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 children 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 the child's developmental capability, as well as over protection 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.

### Sexual Abuse

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 (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

## Neglect

Neglect is 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 child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- Protect a child from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate care-giving)
- Ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

### *Safeguarding actions –*

Actions will also be taken to protect children from the following, in addition to neglect, emotional abuse, sexual abuse and physical abuse :

- Bullying – including online and prejudice-based
- Racist, disability and homophobic or transphobic abuse
- Gender-based violence/violence against women and girls
- Radicalization and /or extremist behaviour
- Child sexual exploitation and trafficking
- The impact of new technologies on sexual behaviour including “sexting” and accessing inappropriate internet sites
- Substance misuse
- Issues that may be specific to our local area or population – i.e. gang or youth violence
- Domestic violence
- Female genital mutilation
- Forced marriage
- Fabricated or induced illness
- Poor parenting including babies and young children
- And any other issues not listed which may pose a risk to children, young people and vulnerable adults.

### *Safer Working Practice*

- All staff, whether paid or unpaid, have a duty of care to report any concerns or suspicions relating to all children and young people at Bishy Barnabees Day Nursery.
- We have a Social Networking Policy which all staff must adhere to as well as policies relating to the use of cameras and mobile phones.

## *What to do if you are concerned about a child*

- If you are concerned that a child is at risk of significant harm contact the MASH team (Multi Agency Safeguarding Hub) on 0344 800 8020
- If you have concerns about a child but there is lack of information and you would like advice contact the MASH number and ask for an Anonymous Professional Consultation.

## *Allegations against staff*

- We ensure that all parents know how to complain about staff or volunteers actions within Bishy Barnabees, which may include an allegation of abuse.
- We follow the guidance of the Norfolk Safeguarding Children Board when responding to any complaint that a member of staff or volunteer has abused a child.
- We work alongside LADO (Local Authority Designated Officer 01603 223 473) with regards to allegations made against staff and follow their advice.
- We respond to any disclosure by children or staff that abuse by a member of staff may have taken, or is taking place, by first recording the details of any such alleged incident.
- We co-operate entirely with any investigation carried out by social services in conjunction with the police.
- We are required by law to notify Ofsted of any allegations made against a member of our staff
- The Ofsted 'parent' poster' is clearly displayed in our notice board situated by the front door of the main building and in each of the rooms.
- **To report concerns about an adult working with children please contact LADO (01603 223473)**

## *Safer Recruitment*

- We have a comprehensive Recruitment Processes which includes an induction procedure and a six month probation period. Please refer to our Safer Recruitment Policy for further details

## *Key Legislation and guidance*

- This policy was amended using the most recent legislation and guidance available including:
  - Working together to Safeguard Children (2010)
  - What to do if you're worried a child is being abused (2006)
  - Norfolk Safeguarding Children Board (NSCB) guidance

This policy was reviewed and agreed on: 24 May 2012, updated August 2016.  
Reviewed March 2017

This policy has been written in accordance with the Norfolk Safeguarding Children Board (NSCB) guidance and the Early years Foundation Stage (2008/2012) requirement.

Please read in conjunction with the Camera Policy, Social Networking Policy, Data Retention & Storage policy, Student Placement Policy, Staffing Policy, Keyperson Policy, Parent Partnership Policy, Equality, Inclusion & Diversity Policy, Confidentiality Policy and Helper Guidelines.