

Linskill Nursery Safeguarding Policy

This Policy complies with the Working Together to Safeguard Children document which provides guidelines on how to safeguard and promote the welfare of children and young people in accordance with the Children Act 1989 and the Children Act 2004.

Designated Safe Guarding officers: Louise Cervantes, Debra Dunn and Rachel Pygall

Ofsted summarises safe guarding as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care, and
- undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.

In order to provide the above, Linskill Nursery has produced the following policy to ensure the safeguarding of all children within the care of the nursery. When this policy refers to 'staff' it includes and applies to all paid staff, volunteers and individuals working for the organisation, who have direct contact with children within the Linskill Nursery. This policy supports the procedures set out by North Tyneside Local Safeguarding Children's Board (LSCB). Contact details for Front Door can be found at the end of policy. They can also be found in the nursery office and on the information board in the corridor leading to the nursery

Items within this policy will:

- ensure safe practice is executed regarding recruitment by checking the suitability of staff and volunteers to work with children in Linskill Nursery.
- ensure that all staff have appropriate qualifications, training, skills and knowledge and a clear understanding of their roles and responsibilities. They will receive induction training which will include information about emergency evacuation procedures, safeguarding, child protection, the centre's equality policy, and health and safety issues. Managers will support staff to access on-going training needs through performance and development appraisals.
- create an environment where children can learn and develop in safety in line with Ofsted's ratio regulations which are displayed in the Nursery Handbook and Deployment Policy.



- will raise awareness of safeguarding children issues and help children develop the skills needed to keep themselves safe
- ensure staff are aware of the procedures for identifying and reporting cases, or suspected cases, of abuse
- make sure staff know how to support children who have been abused in accordance with his/her agreed safeguarding children plan

By following the 'best practice' guidelines on recruitment selection, Linskill Nursery will:

- ensure that the most suitable person for the post is appointed. The Rehabilitation of Offenders Act (1974) requires that people applying for positions which give them 'substantial, unsupervised access on a sustained or regular basis' to children must declare all previous convictions. In all cases where this requirement applies, and where there is any doubt as to the application of the requirements to a specific post Linskill Nursery will ensure that an Enhanced Criminal Disclosure is obtained from the Criminal Records Bureau prior to the member of staff commencing duties involving access to children. This will include any temporary support staff and volunteers.
- Ensure that people looking after children are suitable to fulfil the requirements of their roles we have effective systems in place to ensure that our staff and any other person who is likely to have regular contact with children (including working on the premises), are suitable. Best practice is to obtain two references of suitability (along with a current DBS), whilst one reference and a current DBS are acceptable.
- Providers must also meet their responsibilities under the Safeguarding Vulnerable Groups Act 2006, which includes a duty to make a referral to the Disclosure and Barring Service (DBS) where a member of staff is dismissed (or would have been, had the person not left the setting first) because they have harmed a child or put a child at risk of harm
- Linskill Nursery does not allow people whose suitability has not been checked to have unsupervised contact with children being cared for. DBS checks issued within the last three years from previous/current employers are accepted whilst awaiting to obtain a DBS check through the Linskill organisation. A DBS issued by a previous/current employer must be accompanied by at least one reference prior to working with the children. A second reference will be sought.



All volunteers, students and sessional staff will be issued with a leaflet regarding the key points of Safeguarding and those individuals must familiarise themselves with the content prior to working/visiting the children.

Linskill Nursery uses a reputable childcare agency from which to use sessional staff. It is part of the service level agreement that those individuals have current safeguarding training.

Staff will therefore:

- be informed of the provisions of this policy and the procedures to follow during their induction period
- be encouraged to establish and maintain an environment where children feel safe and secure, able to talk freely, and are taken seriously.
- provide opportunities in the development and education of children to be aware of how to stay safe.
- receive appropriate support and training to underpin their work.
- develop and implement safeguarding procedures as suggested by North Tyneside Local Safeguarding Children's Board to ensure a quick and effective response to concerns about the physical, sexual or emotional abuse of children including neglect.

Although it is the responsibility of all staff to be alert to signs of actual or suspected abuse, the designated safe guarding person should be informed immediately of any concerns, the designated person will then implement a referral to the Front Door Service in North Tyneside if deemed necessary.

The Local Authority Designated Officer (LADO) contact number is: 0191 6437315

Linskill Nursery undertake to work with and to follow the procedures set out by the Local Safeguarding Children Board, North Tyneside Front Door Service and to take account of guidance issued by the Department for Education and Skills to:

- Maintain an environment where children feel secure, are encouraged to talk and be listened to, by highlighting to children that staff are approachable and will listen to them if they are worried.
- Include opportunities in the activities planned for children to develop the skills they need to recognise and stay safe in all activities.



- Ensure we have several designated people for safeguarding children who have received appropriate training and support for the role, including the Early Help Assessment process training.
- Ensure every member of staff is aware of the designated people responsible for safeguarding children and understands their role.
- Provide training to all staff to ensure that they understand their responsibilities in being alert to the signs of abuse and responsibilities for reporting any concerns to the designated people responsible for safeguarding children
- Ensure that parents/carers have an understanding of the responsibility placed on Linskill Nursery and staff for child protection, by highlighting our safeguarding children policy through the Nursery Handbook.
- Develop effective links with relevant agencies and co-operate with their enquiries regarding child protection matters including attending case conferences where necessary.
- Use Early Help Assessment to record concerns about children.
- Ensure all records are kept securely in a locked location.

Follow procedures where an allegation is made against a member of staff. Including informing Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere) within 14 days.

- Ensure safe recruitment policies and procedures are followed at all times.
- Staff will follow the Mobile Phone and Camera Policy at all times. (see Mobile Phone and Camera Policy).
- Promote an ethos where each child is valued as an individual and cared for and stimulated in a safe child centric environment.
- This policy will be reviewed at regular intervals to ensure it reflects emerging good practice and legislative requirements.



Signs and Indicators of Abuse

Whilst there are no absolute criteria to rely on when judging what constitutes significant harm, consideration should be given to:

- The severity of the ill-treatment including the degree of harm
- The extent and frequency of abuse and/or neglect
- The impact this is likely to have or is having to the child / children involved.

This may be a single traumatic event, e.g. a violent assault, suffocation or poisoning or it can be a combination of events, both acute and long-standing, that impairs the physical, intellectual, emotional, social or behavioural development of the child.

Definition of abuse and neglect, and possible signs and indicators

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by harming them, or by failing to prevent harm. Children may be abused within a family, institution, or community setting by those known to them, or a stranger(s), (an adult or adults or another child or children).

The signs and indicators listed below may not necessarily indicate that a child has been abused, but will help indicate that something may be wrong, especially if a child shows a number of these symptoms or any of them to a marked degree.

Physical abuse may involve hitting, shaking, throwing, poisoning, burning, 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, or where an adult knowingly does not prevent an injury to a child.

Signs and indicators may include:

- Unexplained recurrent injuries or burns other than those normally seen in a young child
- Improbable excuses or refusal to explain injuries
- Wearing clothes to cover injuries, even in hot weather
- Aggression towards others
- Fear of physical contact - shrinking back if touched including fear of suspected abuser (not always the case)
- Admitting that they are being physically hurt.

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects in the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person. It may include little or no contact or love given to the child from the abuser; this could also include a child being left with no stimulation or adult support for a sustained amount of time.



It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying, causing children to frequently feel frightened or in danger, or the exploitation or corruption of children.

Signs and indicators may include:

- Physical, mental and emotional development lags
- Sudden speech disorders
- Overreaction to mistakes
- Extreme fear of any new situation
- Neurotic behaviour (rocking, hair twisting, self-mutilation)
- Extremes of passivity or aggression.

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape, buggery or oral sex) or non-penetrative acts. They may include noncontact activities, such as involving children in looking at, or in the production of sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Signs and indicators may include:

- Being overly affectionate or knowledgeable in a sexual way inappropriate to the child's age
- Medical problems such as chronic itching, pain in the genitals, venereal diseases
- Other extreme reactions, such as depression, self-mutilation, suicide attempts, running away, overdoses, anorexia
- Personality changes such as becoming insecure or clingy
- Regressing to younger behaviour patterns such as thumb sucking or bringing out discarded cuddly toys
- Sudden loss of appetite or compulsive eating
- Being isolated or withdraw
- Inability to concentrate
- Lack of trust or fear of someone they know well, such as not wanting to be alone with a carer
- Becoming worried about clothing being removed
- Suddenly drawing sexually explicit pictures or acting out actions inappropriate for their age
- Using sexually explicit language.



Neglect is the persistent failure to meet a child's basic physical and / or psychological needs, likely to result in 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 (e.g. shoes may be too small on a persistent basis) or shelter (including exclusion from the home or abandonment)
- Protect a child from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate care-givers)
- Ensure access to appropriate medical care or treatment.

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

Signs and indicators may include:

- Constant hunger
- Poor personal hygiene / nappies remaining unchanged for a significant period of time
- Constant tiredness
- Poor state of clothing or clothing such as shoes being too small / big and hurting the child when wearing them
- Untreated medical problems
- Compulsive scavenging
- Destructive tendencies.

Fabricated illness is also a type of physical abuse. This is where a child is presented with an illness that is fabricated by the adult carer. The carer may seek out unnecessary medical treatment or investigation. The signs may include a carer exaggerating a real illness or symptoms, complete fabrication of symptoms or inducing physical illness e.g. through poisoning, starvation, inappropriate diet. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

Domestic Abuse it is often difficult to tell if domestic abuse is happening, because it usually takes place in the family home and abusers can act very differently when other people are around.

Children who witness domestic abuse may:

- become aggressive
- display anti-social behavior
- suffer from depression or anxiety
- not do as well at nursery/school - due to difficulties at home or disruption of moving to and from refuges.



Parents or carers may underestimate the effects of the abuse on their children because they do not see what is happening.

Children witnessing domestic abuse is recognised as 'significant harm' in law.

Domestic abuse can also be a sign that children are suffering another type of abuse or neglect.

FGM - Please refer to our separate policy for Female Genital Mutilation (FGM)

Prevent Duty – please see our separate policy regarding anti radicalisation

Peer on Peer Abuse – please see separate policy



Allegations against a staff member

If the complaint or allegation is made to a staff member they must immediately inform the Nursery Manager who will in turn inform the Children and Young People's Manager.

If the Nursery Manager and/or Children and Young People's Manager decide that the complaint falls within the Safeguarding category the member of staff complained about will be told that an allegation has been made. The staff member, however, must not be told the details of the complaint at this stage. The member of staff will then be assigned duties that do not involve contact with children

The Chief Executive and the Nursery Development Manager will decide whether a suspension without prejudice is warranted. If so, and as soon as practical after the complaint, the Chief Executive will carry out the suspension.

The Trust will then follow the agreed disciplinary procedure

- The Nursery Manager will contact the Front Door Service, as soon as possible. Front Door Service (details on final page of this policy) will contact Ofsted to inform them of the referral and any subsequent investigations and actions.
- Under no circumstances must the member of staff against whom the complaint/allegation has been made be allowed to care for children.
- Under no circumstances must staff interrogate the child or push for an explanation.
- If someone other than the parent/carer has made the complaint then the parent/carer must be informed as soon as possible and invited to return to the Nursery to discuss the matter.
- Parent/carers will need to be reassured and supported throughout the whole process of the subsequent investigation.
- A named person will be designated at the start of the investigation as the parent/carer single point of contact for ease of communication. It will be this persons responsibility to keep the parent/carer informed of the process and progress of the investigation and to ensure that the needs of the parent/carers are taken into account when meetings are arranged etc.



In cases where there are specific child protection concerns about a child who may be at risk of significant harm it must be referred to the relevant authority.

All permanent and contracted staff working in Linskill Nursery have a good understanding of safeguarding concerns and will undertake training and update relevant training.

Staff are also required to; recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to any child, respond appropriately to disclosure by a child of abuse and respond appropriately to allegations against staff, other adults, and against themselves.

Front Door Service Contact Details:

Front Door Service
North Tyneside Council
Quadrant West (First Floor)
Silverlink North
Cobalt Business Park
North Tyneside
NE27 0BY

Telephone: 0345 2000 109

Telephone Out of Hours: 03303337475

In the event of concerns about a child being in immediate danger, the police should be contacted on telephone number **999**.

Review Date August 18

Next review August 19

Next review August 20

Next review August 21

