



POLICY No: 325

SAFEGUARDING THE WELFARE OF CHILDREN

Amended June 2011

This Policy defines the procedures to be followed to safeguard the welfare of the children in our care. This Policy focuses upon the principles of child protection, and the action to be taken where it is alleged or suspected, or has been discovered, that a child has been abused by a third party. There are additional specific procedures which address allegations being made against a staff member, use of the internet, and whistle-blowing.

1. PRINCIPLES OF SAFEGUARDING CHILDREN:

1.1 Nursery Management is committed to the following principles of safeguarding children:

1.1.1 It is recognised that abuse does occur in society, and that this may take the following forms:

- verbal abuse / threats
- racial / sectarian abuse
- emotional abuse
- sexual abuse
- physical abuse

1.1.2 The fundamental responsibility of the Nursery is to safeguard the welfare of each child, and THAT EVERY CHILD IN OUR CARE HAS THE RIGHT TO FREEDOM FROM ABUSE. It is therefore the policy at the Nursery that any staff member who does not possess a valid and current CRB Disclosure Certificate is never left alone with a child.

1.1.3 All staff will receive appropriate training at the Induction stage in safeguarding children. In addition, all staff are required to complete the online training 'Awareness of Child Abuse and Neglect' This training will focus upon the types of abuse, the signs and symptoms involved, and the appropriate action to be taken.

1.2 With respect to sources of abuse, the Nursery recognises the following:

1.2.1 The Nursery's management procedures and arrangements are designed so that all possible measures are taken to ensure that abuse of a child does not occur as a result, either directly or indirectly, of any of the activities provided by the Nursery.

1.2.2 Where it is suspected that a child has suffered abuse at the hands of a third party the Nursery has a duty to report these suspicions to the Local Authority, and will follow procedures set down in the *Local Safeguarding Children Board Policies*.

1.3 For the purposes of this Policy abuse will be classified into the following 4 categories:

- physical injury
- sexual abuse
- emotional abuse
- neglect

2. INVOLVEMENT:

2.1 It is the underlying policy of the Nursery that the safety, well-being and protection of the child is safeguarded at all times. Procedures require that any injuries or illnesses that a child has suffered, whether at home or in the Nursery, are recorded. Where there is serious concern, for example where abuse is suspected, this will be reported immediately to the Nursery Manager, who will review the evidence and take the appropriate action. Such action may include the involvement of the *Local Safeguarding Children Board*, and in all cases issues and concerns are dealt with in the strictest confidence.

- 2.2 It is the policy of the Nursery to involve the child's family / guardians / carers at all stages unless it is considered, at the discretion of the Nursery Manager, that this is not in the child's best interests and the child could be exposed to further risk.
- 2.3 The Nursery Manager undertakes to follow the guidance set out in the DfES publication "*What to do if you are worried that a child is being abused - Summary*" in all aspects of dealing with suspected abuse.

3. SPECIFIC PROCEDURES:

3.1 *Physical Injury:*

3.1.1 Signs and symptoms will include:

- scratches / cuts / bite marks / pinch marks inconsistent with normal play activities
- burns / scalds inconsistent with explanations offered
- bruises in body areas not usually harmed through normal play activities
- bruises indicative of slaps, punches, being squeezed or violently shaken
- bruises suggesting the use of straps or sticks
- nervous / fearful watchfulness; fear of physical contact by adults
- unexplained fractures

3.1.2 Action to be taken:

Any sign of a mark or injury noticed when the child comes into the Nursery will be recorded, and discussed with the main parent / guardian / carer. These discussions will also be recorded, ensuring that the parent / guardian / carer is provided access to these records. If explanations are judged to be unsatisfactory, the *Local Safeguarding Children Board* will be informed.

3.2 *Sexual Abuse:*

3.2.1 Signs and symptoms will include:

- scratching / soreness / unexplained rashes in the genital areas
- stained / bloodstained underclothes
- bruises on inner thighs and buttocks
- discomfort when sitting or walking
- constant wetting or soiling of clothing
- suggestion of undue sexual awareness through play, drawings or the use of inappropriate words

3.2.2 Action to be taken:

All observations will be reported immediately to the *Local Safeguarding Children Board*.

3.3 *Emotional Abuse:*

3.3.1 Signs and symptoms will include:

- undue aggression or withdrawal
- constant wetting or soiling of clothing
- poor language development / speech disorders such as stammering or stuttering
- inability to relate to adults and other children
- telling lies
- tantrums beyond the age where they would be expected as normal development

3.3.2 Action to be taken:

Any concerns will be discussed with the main parent / guardian / carer. These discussions will be recorded, ensuring that the parent / guardian / carer is provided access to these records. If explanations are judged to be unsatisfactory, the *Local Safeguarding Children Board* will be informed.

3.4 Neglect:

3.4.1 Signs and symptoms will include:

- inappropriate or inadequate clothing
- poor standards of personal hygiene / unwashed, dirty clothing
- constant hunger
- underweight for their age / emaciation
- constant tiredness / listlessness
- untreated medical conditions
- **BABIES:** constant soreness / rash from infrequent changing of nappies

3.4.2 Action to be taken:

Any concerns will be discussed with the main parent / guardian / carer. These discussions will be recorded, ensuring that the parent / guardian / carer is provided access to these records. If explanations are judged to be unsatisfactory, the *Local Safeguarding Children Board* will be informed.

4, The designated Safeguarding Officer is Anamaria Cacau (Manager)

5. IMPORTANT TELEPHONE NUMBERS:

Hillingdon Referral & Assessment Team:	01895 250200/ 01895 250111 (Out of office)
OFSTED Information Line:	0800 2346 346
OFSTED Complaints Line:	0300 123 1231