

Child Protection Policy

At St Vincent's we believe that children or young people should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practise in a way that protects them.

The 5th edition of the London Child Protection Procedures and Working together to safeguard children sets out statutory guidance that all London agencies, groups and individuals must follow in order to safeguard children and promote their welfare in the home and within the community.

(5th edition available online and Working together to safeguard children PDF copy available in office and staff room).

A Designated safeguarding lead must be on duty or available at all times and have additional training which will support the setting and the staff team to be aware of all aspects of Safeguarding.

At St Vincent's Nursery the Designated Safeguarding Lead is Maria Carroll. If Maria Carroll is not present at the nursery, other designated safeguarding leads are Shereen Chandley, Nicola O'Beirne, Hayley Brookes and Cheryl Haynes. All DSL have had extra training to ensure St Vincent's are always kept up to date with child protection issues within the borough.

All staff members MUST be aware of the possible indications of abuse or neglect and of the procedure for dealing with suspected cases. This policy applies to all staff, including senior managers, paid staff, agency staff, students, or anyone working on behalf of St Vincent's Nursery.

The purpose of this policy:

- To protect children or young people who attend St Vincent's Nursery. This includes the children of adults who use our services.
- To provide staff and volunteers with the knowledge and understanding of our approach to safeguarding and child protection to ensure they all know what to do should anything relating to safeguarding should arise.

We recognise that:

- The welfare of the child is paramount, as stated in the Children Act 1989
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- Valuing them, listening to and respecting them
- Always having a Designated Safeguarding Lead onsite for children and young people where staff can express any concerns. Designated leads will receive training every two years to keep refreshed on all aspects relating to safeguarding.
- Adopting child protection and safeguarding practices through procedures and code of conduct for staff to follow, including procedures to manage any allegations against staff appropriately.
- Developing and implementing an effective e-safety policy and related procedures
- Providing effective leadership for staff through appraisals, supervisions, support and staff training
- Following safer recruitment guidance to ensure all staff are suitable for working with children and young people including all necessary checks are made
- Recording and storing of information is secure and sharing of information about safeguarding with parents, carers, staff, etc will be done with the upmost confidentiality. This includes sharing any concerns and relevant information with other agencies or when making a referral
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, staff, etc., by applying health and safety measures in accordance with the law and regulatory guidance.
- All staff and leaders will receive regular updates on safeguarding at least annually

Referrals of child abuse

A) If a child arrives with injuries at the premises the staff should:

- Ensure immediate medical attention is given, if necessary
- If the incident aroused suspicion of sexual abuse or you felt the child could come to significant harm then you would, immediately make a referral to social care and the police
- Explanations, however puzzling, should be accepted and accusations should not be made, however if the nature of the injury could not have occurred in the way the parent has explained you may ask the parent if they actually witnessed the incident or if there was any other way it could possibly have occurred.
- Ask the parent/carer how the injuries occurred and get them to record it in the incident book and date and sign it. The manager/Deputy also needs to date and sign. Make a written record, including diagrams, of observations and explanations given, include witness statements wherever possible. This recording of information is to ensure that reasonably full and clear information is obtained in order to be able to make an appropriate referral to Social Care if necessary.
- If you suspect that the injuries have been caused by failing to protect the child, the designated safeguarding lead on duty must be informed. They will, without delay, report to MASH (Multi Agency Safeguarding Hub) who will determine the best professional to follow the referral.

B) Suspicion of Abuse through conversation or contact with child at the premises staff should:

- Listen to what the child says. Be comforting and sympathetic. Ensure that the child feels she/he has done the right thing by telling you and that you will get her/him help.
- It is of particular importance not to make any suggestions to the child regarding how the incident may have happened, therefore **DO NOT** question the child except to clarify what he/she is saying
- Write down exactly what the child says or what actions concern you, and what you have said in response
- Do not make assumptions about who the allegation might concern. If a member of staff may be involved, appropriate steps must be taken to ensure the safety of the child and other children
- The designated lead that is present must be informed straight away to follow through with next steps or to make a referral to MASH and if relevant to LADO if the allegations made relate to a staff member.
- Once a child has been referred to social care they will contact all relevant agencies known to the family and talk to parents and decide which services if any will be supporting the family further.
- If the referral is made against a member of staff OFSTED must be informed as soon as reasonably practicable

Following such a referral, enquiries will be undertaken by Social Care and possibly the Police. Staff may be required to provide statements and attend an Initial Child Protection Conference which the Designated Lead will keep you informed about.

C) Allegations against Staff

- There are always at least two members of staff present with the children at any one time to prevent allegations.
- Staff are made aware of the use of positive and appropriate language and behaviour, towards the children on their first day through induction. Staff receive full behaviour management training annually to reinforce appropriate behaviour towards children and staff are encouraged to keep up to date with policies and procedures regularly.
- Cameras are fitted in all nursery's main rooms as follows: Busy Bees Room, Butterflies Room , Sensory Room, corridors, Buttercups Room, Daisies Room, Sunflower Room and the main entrance
- The cameras record and are recordable over a period of 5 days. If an incident occurs the footage may be recorded and stored (please see CCTV policy for further details).
- If a parent was to make an allegation against a member of staff they are advised to report it to the Designated Safeguarding Lead on duty and further investigations will take place. The parent will be asked to place the concern/complaint in writing and the full complaints procedure will be followed and the Local Authority Designated Officer (LADO) will be contacted for further advice.
- An investigation will then take place where the staff member who has had the allegation made against them will be interviewed, depending on the seriousness of the allegations, staff may be suspended until the incident is fully investigated. Other staff present at the time will also be

interviewed to find out more information. Staff will be interviewed separately and the cameras will be viewed to gain any evidence needed.

- The entire investigation and evidence gathered will be recorded and filed away for future reference and the complaint recorded in the complaints book in the office.
- Depending on the outcome of the investigation, it may lead to instant dismissal and all information from the investigation will be passed to the police and/or relevant services such as OFSTED, area child protection team and Social Care.

ANY ALLEGATIONS MADE AGAINST STAFF WILL BE HELD ON FILE INDEFINITELY

Relevant Contact Telephone Numbers:

(Child protection officer)

(LADO – against professionals)

Robert Wratten

01895250975

Duty education welfare team (9am -5pm)

01895 250858 (x0858)

Police child protection team (8am – 6pm)

0208 246 1903

Safeguarding Children Team (for advice)

01895277930

Childcare and Early Years Services

01895277180

Social care

Duty line (24hrs)

01895 556633

Out of hours team

01895 250100

OFSTED (south England regional office)

0300 123 1231

Hillingdon LSCB website

www.hillingdon.gov.uk/lscb

Other Important Safeguarding Information

It is important that all staff read the separate policies and information that is included on the following subjects to ensure all staff are fully aware of all aspects of Child Protection.

Female genital mutilation (FGM)

Please read separate documents.

FGM is a partial or total removal of external female genitalia for non-medical reasons. It's also known as female circumcision, cutting or Sunna. There are four types which are all illegal and have serious health risks. It is nearly always carried out on minors (between infancy and age 15). Religious, social or cultural reasons are sometimes given for FGM. However, FGM is abuse, it's dangerous and a criminal offence. There are no medical reasons to carry out FGM, it does not enhance fertility and it does not make child birth safer, it can cause infertility and have long-lasting damage both the physical and emotional health. FGM has been a criminal offence in the UK since 1985 and in 2003 it also became a criminal offence for UK nationals or permanent residents to take their child abroad to have any kind of female genital mutilation procedure done. Staff will be aware of the signs and indicators of FGM and their legal duty to report any known cases or any suspicions to the Designated Safeguarding Lead immediately who will then contact both the police and MASH.

Signs which might suggest FGM

- A child may talk about a special procedure or ceremony that is going to take place
- Prolonged absences from the setting
- Change in behaviour on return
- Damage to the genital area and/or adjacent tissues
- Pain or difficulty in sitting
- Bleeding or infection
- Urine retention
- Fracture or dislocation as a result of restraint
- Psychological damage, including depression, anxiety, and sexual dysfunction
- More information regarding FGM can be found on the London Safeguarding Children Board website.

Fabricated Illness

Please read separate documents.

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. This is also a type of physical abuse.

The signs may include a carer exaggerating a real illness or symptoms a child may have, induce more symptoms to their child through poisoning, starvation, and inappropriate diets. This may also include a parent/carer to make false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

Terrorism and Radicalisation- Prevent Duty

Please read separate policy and documents.

The nursery has a duty under the statutory guidance issued under Section 29 of the Counter Terrorism and Security Act 2015 to be alert to any safeguarding and child protection issues at home or elsewhere. We must and will take action to protect children from harmful behaviour by any adults in the child's life with regard to being drawn into terrorism, radicalisation and extremist views. All our staff complete online training (Channel Training) and British Values Training. Prevent Duty is under pinned by British Values, which is recognised as being implicit in the inclusive practices of the EYFS.

Help and support for parents re radicalisation: 0808800 500 Callers can remain anonymous.

NSPCC (National Society for the Prevention of Cruelty to Children): 079415714438

Contact: Fiona Gibbs (LADO- Prevent Duty) community manager: 01895 277035/07946714637

fjibbs@hillingdon.gov.uk

Prevent Referrals to MASH (Multi Agency Safeguarding Hub) 01895 556644

Referral and Assessment Team Hillingdon MASH.

- out of hours 01895 277 226
- email ratduty@hillingdon.gov.uk

E-Safety

Please read separate policy.

We do recognise the exciting opportunities technology offers to all children and staff in our setting and we have invested in age appropriate resources to support this belief. Whilst recognising the benefits we are also mindful that practitioners have a duty of care to ensure that children are protected from potential harmful online material and that appropriate filtering and monitoring systems are in place.

Children are not able to access the internet as the computer in the pre school rooms; it only allows them to access the painting programme and other child friendly programmes that we have installed. Children have leap pads at their disposal and can only access appropriate programmes that have been installed and the adults are there to supervise. Staff has access to the internet only from the computer in the office under strict supervision and only for educational purposes not for personal use.

Staff are encouraged to inform the children, when switching on the computer that they have to enter their password and when children use toy phones just to say "Remember to enter your password" Displays have been put up to make parents and carers aware of E-Safety.

Domestic Abuse

Please read separate documents

The cross- government definition of domestic abuse is 'any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse displayed by a current or previous partner or family member. Domestic abuse can be aimed at anyone over the age of 16 regardless of gender or sexuality.

The abuse can encompass, but is not limited to:

- psychological
- physical
- sexual
- financial
- emotional

Staff must understand what is required of them if children are members of the household where domestic abuse is known or suspected to be taking place. Our policy includes action to be taken regarding referrals to the police and children and young people's services and any action to be taken where a member of staff is the alleged perpetrator or victim of domestic abuse. At St Vincent's Nursery

we will follow our safeguarding policy and report any suspected concerns regarding domestic abuse to the relevant agency.

Private Fostering

Read separate document

The Children Act of 1989 defines Private Fostering as occurring when a child under 16 (18 if disabled) is placed for 28 days or more in the care of an adult who is not their close relative. Close relatives are step parents, grandparents, brothers/sisters, aunts or uncles.

The Government responded with several new policies after the Victoria Climbié Enquiry recommended that the Government take further steps to strengthen Private Fostering arrangements and it clearly made a case that private fostering is a Safeguarding issue. (The Children Act 2004 (s44), Children (Private arrangements for Fostering) Regulations 2005, Every Child Matters as well as National Standards for Private Fostering).

At St Vincent's Nursery we are aware that it is our mandatory duty to inform the local authority of children in such arrangements, staff to report concerns to the Designated Safeguarding LEAD.

To notify the Local Authority of a private fostering arrangement please contact the Hillingdon Multi Agency Safeguarding Hub (MASH).

Email: lbhmash@hillingdon.gov.uk

Tel: 01895 556 633

Child Trafficking and Exploitation

Child trafficking/exploitation is defined as the "recruitment, transportation, transfer, harbouring or receipt" of a child for the purpose of exploitation.

Essentially, Child Trafficking and Exploitation is child abuse and should be treated within a child protection context. It is also a crime and abuse of an individual's Human Rights.

Child Sexual Exploitation (CSE) and Trafficking Definition of Child Sexual Exploitation (as detailed in the Government Consultation Response – 16 February 2016): Child sexual exploitation is a form of child sexual abuse.

It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity,

(a) In exchange for something the victim needs or wants, and/or

(b) For the financial advantage or increased status of the perpetrator or facilitator.

The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

SEXUAL EXPLOITATION IS – "THE RECRUITMENT, TRANSPORTATION, TRANSFER, HARBOURING OR RECEIPT OF A CHILD, FOR THE PURPOSE OF EXPLOITATION." The trafficking process has several distinct phases. This includes the following aspects:

- Recruitment or grooming
- Travel/transportation
- Arrival
- Exploitation
- Rescue/escape
- Return and rehabilitation. In the event of concerns or disclosures with regards to CSE or trafficking the following steps will be taken:

- Reported/ discussed with the Designated Safeguarding Leads
- Follow up with Social Care if immediate risk of harm is likely.
- Further consultation with the interim Child Sexual Exploitation Prevention Manager- Megan Brown - Tel: 01895 277463. Email: mbrown3@hillington.gov.uk

Staff can also access information about CSE and Child Trafficking from the following document: Child Sexual Exploitation: - Definition and Guide for practitioners (February 2017)

Forced Marriages

Please read separate policy.

Forced marriages is a marriage in which one or both parties do not (or in some cases people with learning disabilities, cannot) consent to a marriage, often pressure, coercion or abuse is used. A forced marriage is different to an arranged marriage where a person fully consents to their parents, a friend or a third party (such as a match maker) identifying a spouse (who is also in agreement to the marriage) and makes arrangements for a marriage between the two people to take place.

Vulnerable Children (SEND)

We at St Vincent's acknowledge that children with special educational needs and disabilities can face additional safeguarding challenges. We are aware that additional barriers can exist when recognising abuse and neglect in this group of children. This can include assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration, children with SEND can be disproportionately impact by things like bullying- without outwardly showing any signs, and communication barriers and difficulties in overcoming these barriers. Concerns about children with SEND will be treated the same as children without.

Peer on Peer Abuse

It is part of our duty to ensure children are protected from harm from other children. In an early years setting with children under the age of five years, biting, pushing, scratching and hitting may all occur at times. Please refer to the Behaviour Policy for managing these incidents. It is very important that if you think a child is targeting another child, you raise this issue with the Designated Safeguarding Lead or Deputies, immediately. In recording and reporting incidents it is very important that the identity of the child who hurt the other child is not disclosed. This is part of duty of confidentiality to all children and families. If a parent asks who has hurt their child, please show your understanding of their upset, anger, or pain, but explain that we are not able to share this information. Refer to the nursery manager if necessary.

Behaviour Code for staff (Code of Conduct)

Please read separate policy.

At St Vincent's Nursery we expect all members of staff to follow out Staff Behaviour Policy, which sets clear guidance on the standards of behaviour required from our staff. The guidance aims to encourage staff to reach the highest possible standards of conduct. Early Years staff is in a position of trust and influence as role models for the children in their care, and as such must demonstrate behaviour that sets a good example to all users of the setting. St Vincent's Nursery staff also has a responsibility to maintain their reputation and that of the nurseries, both during and outside of work hours.

Confidentiality

Please read separate policy.

The nursery has the right to share any information regarding child protection with other childcare professionals. All information will be kept confidential.

Currently within Hillingdon we have seen an increase in extremism on the far right. All staff to ensure they are fully aware of what this means by reading relevant policies and procedures

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