

## **66. Safeguarding Children Policy (Child Protection)**

This policy reflects the opinions of La Petite Academy.

The implementation of this policy is the responsibility of all members of staff.

All staff have a duty to be aware that abuse does occur in all sections of our society.

This policy lays out the procedures that will be taken if we have reason to believe that a child in our care is subject to any form of abuse.

Our prime responsibility is to safeguard and promote the welfare of the children in our care.

The Nursery Manager and Designated Safeguarding Lead (DSL)  
is: Carol Daly

In their absence, please refer to Deputy DSLs who  
are: Jodie Hursthouse (Assistant Manager)

Seren Brown (Room Leader)

Chelsea Dakin (Room Leader)

## Safeguarding Policy

### Policy Statement:

The ethos of our organisation is to safeguard children. Children will be safe and their welfare promoted because everyone within at La Petite Academy takes all possible steps to protect children from harm and support them to grow and thrive.

What our approach to child protection is:

Working Together to Safeguard Children (2018) government guidance states:

Everybody who works with children has a responsibility for keeping them safe. No single practitioner can have a full picture of a child's needs and circumstances and, if children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

### Suitable Staff

How we prevent children from being put at risk when employing staff:

All applicants must provide a work history, two references, a declaration of health and successful clearance from Disclosure Barring Service.

All new employed staff will be subject to a 6-month probationary period.

Staff will be made aware of the safeguarding policies/procedures as part of their induction and will be complete safeguarding training within their induction period. Staff will complete e-learning packages on Derby/Derbyshire Safeguarding Children's Partnership website.

By following these measures, the risk of harm to children in our care, is kept to a minimum. Please refer to the Safe Recruitment of Staff policy for further information.

Staff should make themselves familiar with the latest update of the documents:

What to do if you're worried a child's being abused (2018)

Keeping children safe in education (2021)

Derby City and Derbyshire Threshold Document Providing effective multi-agency support (2019)

These are available in the staff room.

### The Designated Safeguarding Lead

The Designated Safeguarding Lead has a duty to deal with any child protection issues for the nursery. It is not the duty of the Designated Safeguarding Lead to investigate the allegation, it is to refer and work in partnership with the relevant agencies effectively.

They are responsible for researching for up-to-date information and contributing to policy update.

Staff meetings will be used to regularly update staff with information from the Derby and Derbyshire Safeguarding Children's Partnership and as one of the ways to deliver any further training.

### Working with other agencies

The Designated Safeguarding Lead will liaise with other agencies regarding child protection issues. Key workers working directly with children will liaise with other settings the child attends. Staff will also liaise with other lead professionals linked to the child to create a multi-agency working relationship.

### Responsibility of staff and how they report matters

All staff have a duty of care for the children that that care for and must know the importance of safeguarding. Staff must report any concerns to the Designated Safeguarding Lead or DDSL in their absence as soon as practicable. The nursery also has a whistle blowing procedure in place.

Staff must record all child protection concerns on a nursery concerns log and pass it to the DSL/DDSL as soon as possible, and in all cases before they leave the premises for the day. If staff are unsure if something constitutes a concern, they can ask for guidance from the DSL/DDSL or in their absence contact the Derby City Professionals Advice Line on 07812 300329. If staff have left the premises and then consider that something may constitute a concern, they are to take this action as soon as possible the next working day, or if they think a child is at risk of immediate harm phone the police on 999.

The DSL/DDSL will use the Derby City Threshold Document and advice from the Professionals' Advice Line where necessary in order to determine if the concern meets the threshold for reporting to Social Care. If in any doubt, the concern will be reported. The DSL/DDSL will record what they have done, who they have spoken with and reasons for reporting/non-reporting where appropriate. Again, where a child may be at risk of immediate harm, the police will be called. Where appropriate the person who raised the concern will be told what action has been taken.

All concern logs, copies of reported concerns and responses will be kept in the confidential file in the nursery office. Where one concern may not meet the threshold for reporting, it may be that a pattern of concerns will, and so all previous concerns should be taken into account when making the decision of whether to report and all concerns logged. All concern logs are confidential and must be treated as such with information being shared only when proportionate and appropriate.

Child protection issues are reported to the Local Authority where the child lives:

Derby City First Contact Team (9am – 5pm)- for children who live in Derby City

01332 641172

Derby City out of hours/weekends

01332 786968

Derbyshire Starting Point- for children who live in Derbyshire

01629 533190

Derbyshire out of hours/weekends

01629 532600

All referrals must be followed up by completing an online referral form within 48 hours of referral.

Local Authority Designated Officer (LADO)- for referrals about adults working with children

01332 642376

Ofsted 0300 123 1231- must be informed if LADO is involved in any investigation linked to staff at the setting

### Sources for further support

It is recognised that participants who attend child safeguarding training/or deal with child safeguarding in their professional life may have personal experience of abuse and/or have been affected by dealing with abuse in their professional capacity. Should any issues arise for which you feel you need support, advice can be obtained through your GP about suitable services. You may also find it helpful to speak to your workplace manager.

### What is abuse and neglect?

Abuse and neglect are forms of maltreatment – a person may abuse or neglect a child by inflicting harm, or by failing to act, to prevent harm. Children and young people may be abused in a family, in an institution or a community setting, by those known to them, or more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults or by another child or children.

Knowing what to look for is vital to the early identification of abuse and neglect. **All** staff should be aware of the indicators of abuse and neglect so that they are able to identify cases of children who may be in need of help or protection. If staff are unsure, they should always speak to the Designated Safeguarding Lead (or deputy).

**All** nursery staff should be aware that abuse, neglect, and safeguarding issues are rarely stand-alone events that can be covered by one definition or label. In most cases, multiple issues will overlap with one another.

- Physical abuse may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating, or other harm may be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.
- 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 in so far 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 developmental capability, as well as overprotection 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 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 include non-contact activities, such as involving children in looking at, or in the production of sexual on-line images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children. The sexual abuse of children by other children is a specific safeguarding issue in education.
- 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 it may involve a parent 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 givers).

- ensure access to appropriate medical care or treatment.
- It may also include neglect of, or unresponsiveness to a child's basic emotional needs.

All staff should have an awareness of safeguarding issues that can put children at risk of harm. Behaviours linked to issues such as drug taking, alcohol abuse, missing education and sexting put children in danger.

All staff should be aware that children can abuse other children (often referred to as peer-on-peer abuse). This is most likely to include, but may not be limited to:

- bullying (including cyberbullying)
- physical abuse such as hitting, kicking, shaking, biting, hair pulling or otherwise causing physical harm
- sexual violence, such as rape, assault by penetration and sexual assault
- sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment which may be stand-alone or part of a broader pattern of abuse
- upskirting which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification or cause the victim humiliation, distress or alarm
- sexting
- initiation/hazing type violence and rituals

### Indicators of Child Abuse

The following indicators help us recognise that something may be wrong especially if children show a number of these indicators or show any to a marked degree:

- Failure to thrive and meet developmental milestones
- Fearful or withdrawn tendencies
- Unexplained injuries or conflicting reports from parents/staff
- Repeated injuries
- Unaddressed illnesses or injuries
- Significant changes to behaviour patterns

Softer signs include:

- Low self-esteem
- Aggressive behaviours
- Habitual body rocking or other excessive comforting behaviours
- Affection seeking
- Over friendliness to strangers
- Excessive clinginess
- Persistently resorting to gaining attention
- Failing to seek or accept appropriate comfort or affection when distressed

## Female Genital Mutilation (FGM)

All staff will receive training as part of their induction on female genital mutilation.

FGM is when a female's genitals are deliberately altered or removed for non-medical reasons. It's also known as 'female circumcision' or 'cutting' but has many other names. Other names include 'sunna', 'gudniin', 'halalays', 'tahur', 'megrez' and 'khitan.' FGM is a form of child abuse. It is dangerous and a criminal offence in the UK.

We know:

- there are no medical reasons to carry out FGM
- it's often performed by someone with no medical training
- children are rarely given anaesthetic or antiseptic treatment and are often forcibly restrained
- it's used to control female sexuality and can cause long-lasting damage to physical and emotional health

FGM can happen at different times in a girl or women's life including:

- when a baby is new-born
- during childhood or as a teenager
- just before marriage
- during pregnancy

Signs of FGM:

- difficulty walking, standing or sitting
- spending longer in the bathroom or not wanting to go to the bathroom because it hurts
- anxious, quiet, depressed
- poor attendance at educational setting
- discusses a special ceremony taking place
- travelling abroad to known risk areas

The UK Home Office have identified the high-risk communities: Somali, Kenyan, Ethiopian, Sierra Leonean, Sudanese, Egyptian, Nigerian, Eritrean, Yemeni, Kurdish and Indonesian.

Children are also higher risk if their mother, sister or other family member have been subjected to FGM.

## Child Criminal Exploitation (CCE)

CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity through either violence/threat of violence; financial gain; or in exchange for something the victim needs/wants. CCE can occur through the use of technology.

Children can be forced to work in cannabis factories, coerced into moving drugs or money from/to cities and smaller towns (County Lines), forced to pickpocket and steal, or to threaten other young people. The victim may have been criminally exploited even if the activity appears consensual.

Cuckooing is a form of County Lines crime where a vulnerable person's home is taken over by a drug dealer in order to criminally exploit them. Staff should have regard to vulnerable older siblings and young parents as well as the children in the setting.

Signs of CCE:

- Appearing with unexplained gifts, new possessions and/or money
- Misusing drugs or alcohol
- Regularly missing education
- Going missing for periods of time or regularly coming home late
- Changes in emotional well-being
- Unexplained injuries
- Being seen with unknown adults

### Extremism and Radicalisation (Prevent Duty)

It is a legal requirement to prevent people from being drawn into terrorism and to report any concerns of extremism to the police. All staff undertake Prevent training during their induction.

Radicalisation is a gradual process so people who are affected may not realise what is happening. Please refer to the Prevent Duty and Radicalisation policy for specific details.

### Child Abuse Linked to Faith or Belief

This can happen where there are beliefs in the family linked to:

- Witchcraft and spirit possession, demons or the devil acting through children or leading them astray (traditionally seen in some Christian beliefs)
- The evil eye or djinns (traditionally seen in the Islamic faith) and Dakinis (in the Hindu context)
- The killing of children bringing supernatural benefits or use of their body parts producing potent magical remedies
- Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being abused, trafficked or exploited.

### Vulnerable Children

We recognise that some children will be at increased risk of neglect and or abuse. Many factors can contribute to an increase in risk, including prejudice and discrimination, isolation, social exclusion, communication issues and reluctance on the part of some adults to accept that abuse happens, or who have a high level of tolerance in respect of neglect.

To ensure that all of our children receive equal protection, we will give special consideration and attention to children who are:

- Disabled or have special educational needs
- Living in a known domestic abuse situation
- Affected by known parental substance misuse
- Asylum seekers



- Living away from home
- Vulnerable to being bullied, or engaging in bullying
- Living in temporary accommodation
- Living transient lifestyles
- Living in chaotic, neglectful and unsupportive home situations
- Vulnerable to discrimination and maltreatment on the grounds of race, ethnicity, religion or sexuality
- Are at risk of sexual exploitation
- Do not have English as a first language.

### Knowing the children you care for is vitally important

Knowing the families, children and young people is vital within your role. It can be recognised that some families need help if a child's welfare is at risk. If it is identified a family requires intervention in order to keep a child/children safe we must work in partnership with multi-agencies to fulfil the Early Help Assessment.

The Early Help Assessment (EHA) is our local assessment used by all agencies working with children and their families in Derby and Derbyshire. It helps everyone to agree what extra help may be needed to support a child or young person at an early stage.

Carol Daly and Jodie Hursthouse have received training to complete Early Help Assessments and Graded Care Profiles. Seren Brown has received training to complete Graded Care Profiles.

For further information and guidance about EHA process please see

[www.derbyscb.org.uk](http://www.derbyscb.org.uk) or

[www.derbyshirescb.org.uk](http://www.derbyshirescb.org.uk)

If you need advice about completion of EHA and services who might help please contact;

- In Derby: Early Help Advisor or
- In Derbyshire: Starting Point or the local Multi-Agency Team (MAT) manager.

### Working with parents and carers

We recognise the importance of working with together with parents/carers to educate as well as safeguard and promote the welfare of children.

- We work with parents positively, openly and honestly. This includes having difficult conversations and giving difficult messages that may be upsetting for the parent. Staff will always act with professionalism and sensitivity.
- Parents are encouraged to discuss their issues or concerns about safety and welfare of children, and they will be listened to and taken seriously.
- Up to date and accurate information is kept about pupils i.e., names and contact persons with whom the child normally lives, those with parental responsibility, emergency contact details,

if different from the above those authorised to collect the child from school, name and contact details of GP, any relevant court orders or any other factors which may impact on the safety and welfare of the child.

- Information given to us by children themselves, their parents or carers or by other agencies will remain confidential. Staff will be given relevant information on a 'need to know' basis in order to support the child.
- It is made clear to parents and carers that the nursery has a duty to share information when there are any safeguarding concerns, even when parents have given an alternative explanation of events. Also, that there is a duty to keep records which relate to safeguarding work by the nursery or partner agencies. These will be kept securely, kept apart from the main registration details form and learning journeys and only accessible to key members of staff. Copies of these records will be sent to any school/setting which the child transfers.
- Where we have reason to be concerned about the welfare of child, we will usually seek to discuss this with the child's parents or carers first, however there may be occasions where we are not able to do this if it is considered that this may put the child at further risk of harm or parents are not contactable within a reasonable period of time.
- Relationships with parents and carers are no barrier to reporting a concern. Children's safety is paramount.

A child protection issue is alerted through:

### **Suspected**

- this is when a member of staff suspects a child is being abused or put at risk. The child may not be of an age to verbally disclose information of the suspected abuse.

### **Reported**

- this is when a member of staff reports suspected abuse to the Designated Safeguarding Lead. This could also be a parent reporting suspected abuse at the Nursery/kids club

### **Disclosure**

– this is when a child discloses information to a member of staff. This is more likely when a child is older and they can define abuse and neglect themselves.

How do we react:

### **Suspected**

– when a member of staff has suspicions, they will approach the Designated Safeguarding Lead with the evidence that they have. The Designated Safeguarding Lead will then take the next step which is to report it to the local social care team if the threshold is met or keep the concern log to build a fuller picture in the future.

### **Reported**

– when a child protection issue is reported in whatever form, all information is passed onto the social care team, taking guidance from the Professionals Advice Line when needed. The Social Care team will liaise with the Designated Safeguarding Lead on a need-to-know basis.

## **Disclosure**

– When a member of staff has had something disclosed to them by a child, they must not question the child, or put any thoughts into their minds. They can ask the child to ‘tell me about that’ if the disclosure is unclear or without context. They must report any disclosure to the Designated Safeguarding Lead who will report it to the social care team.

## **Confidentiality must be observed at all times.**

### Reporting/Supporting Procedure:

- Staff have a suspicion/facts of abuse with regards to a child in their care.
- Report to Designated Safeguarding Lead using the ‘Concern Log’ located on the staff notice board as soon as possible.
- If unsure of whether to report, take advice.
- Designated Safeguarding Lead to grade the concern using the Threshold Document and refer to local social care team where appropriate or take advice from the advice line (based on child’s home address due to cross border- Derby City or Derbyshire; See safeguarding board website/flowchart in office).
- If the Designated Safeguarding Lead has immediate child protection concerns, where there is reasonable cause to suspect a child is suffering or likely to suffer significant harm because of abuse or neglect, they should contact

First Contact Team (Derby City) 01332 641172.

Or

Starting Point (Derbyshire) 01629 533190

Or

Police 999

- Referrals must be followed up in writing via the relevant online social care referral system within 48 hours
- Social care team liaise on a need-to-know basis
- All concerns and actions taken are recorded and kept in the Safeguarding File in the office. Where an individual concern does not meet the threshold, when looked at in conjunction with other concerns a pattern may emerge which does meet the threshold.
- If a referral has had no response in 5 working days the Designated Safeguarding Lead should ring the referral line again to find out what has been decided
- A full account should also be submitted to Ofsted when applicable to do so.

Respond to case conferences when required:

The Designated Safeguarding Lead/Nursery representative will attend case conferences/core group meetings when invited to do so. The outcome of these case conferences could determine an action plan for the child considered being at risk and the Nursery will do their best to fulfil the criteria.

Confidentiality must be observed at all times.

See Derby City and Derbyshire Threshold Document Providing effective multi-agency support (2019) for further guidance

### **Managing an allegation against a member of staff**

If a member of staff is suspected of safeguarding concern the Designated Safeguarding Lead will discuss if the member of staff needs to be suspended immediately from duty or remain on site with measures in place to safeguard until a decision has been made between Lado and setting.

The setting may also need to contact social care or the police depending of the nature of the allegation.

Contact the Local Authority Designated Officer (LADO) – 01332 642376

Secure email: [cypsafeguarding@derby.gov.uk](mailto:cypsafeguarding@derby.gov.uk)

Derby First Contact Team    01332 641172

Derbyshire Starting Point    01629 533190

Police    999

A person’s behaviour at work, home or online may cause concerns about their suitability to work or volunteer with children and young people. If you have reason to believe that a person who works or volunteers with anyone under the age of 18 may have:

- behaved in a way that has harmed a child/or may have harmed a child
- possibly committed a criminal offence against or related to a child
- behaved in a way that indicates they would pose a risk of harm to children

Employers have a duty of care to their employees. They should ensure they provide effective support for anyone facing an allegation and provide the employee with a named contact if they are suspended. It is essential that any allegation of abuse made against a nursery staff member or volunteer/student is dealt with very quickly, in a fair and consistent way that provides effective protection for the child and, at the same time supports the person who is the subject of the allegation.

**If at any time a member of staff is not happy with a decision made in the outcome of a setting incident, they must report the matter or their concerns to (as appropriate):**

Derby First Contact Team	01332 641172
Derbyshire Starting Point	01629 533190
Local Authority Designated Officer	01332 642376
Ofsted	0300 123 1231

Please refer to Derby's escalation policy available on the Derby City Safeguarding Website if staff want to escalate a disagreement with regards to the outcome of a child protection concern that has been handled by Local Authority.

### Barring of Staff

If a member of staff is dismissed as a result of a child protection issue, then the Designated Safeguarding Lead/Manager will refer to the Disclosure and Barring Service.

DBS Customer Services

[customerservices@dbs.gov.uk](mailto:customerservices@dbs.gov.uk)

Telephone 0300 0200 190

Monday – Friday (8am – 6pm)

Saturday (10am – 5pm)

DBS Customer Services

PO Box 3961

Royal Wootton Bassett, SN4 4HF

At all times, the safety of the child is paramount and at the centre of all decision making.