



'Do Re Mi Day Nursery aims to be an inspiring and imaginative place to give children the best learning opportunities and to create amazing memories'.

CHILD PROTECTION POLICY

Policy Statement

Everyone employed by Do Re Mi Day Nursery has a responsibility in relation to child protection and safeguarding children. In day-to-day contact with children and families, and particularly children identified as being at risk, staff have a duty to note concerns and, in most cases, refer these to the Safeguarding Officer (the Nursery Manager).

This policy aims to outline the role that the provision will have in relation to child protection, the procedures that staff should take and guidance on issues related to child protection generally. It is not exhaustive. In all cases the needs and safety of the child is paramount in any decision made.

The Aims of the Policy

The aims of this policy are:

- to raise awareness of individual responsibilities in identifying and reporting possible cases of abuse
- to provide a systematic means of monitoring, recording and reporting of concerns and cases
- to provide guidance on recognising and dealing with suspected child abuse
- to provide a framework for inter-agency communication and effective liaison
- to identify strategies and interventions available to support children at risk.

Procedure

In order to safeguard children we will:

- adopt child protection guidelines as recommended by our Local Safeguarding Children Board (LSCB) and other appropriate professional bodies
- implement appropriate procedures and code of conduct for the team
- raise awareness with staff and parents that concerns about the welfare of a child and child protection are taken seriously, with appropriate action being taken
- create an environment where children are listened to and their concerns taken seriously
- share information with other agencies on a need-to-know basis
- involve parents and children, except where doing so would put the child at greater risk of harm
- follow safer recruitment guidance and procedures
- provide effective staff management through access to supervision, support and training

- review this policy at regular intervals to ensure it is updated and informs day-to-day practice.

Designated Safeguarding Lead (DSL)

The Designated person is the Nursery Manager. In the absence of the Manager, the Deputy Manager will act as Designated Safeguarding Lead. All Safeguarding Leads will attend level 2 Safeguarding training, which will be updated every two/three years. A DSL must be available at all times (in person or by telephone) during the setting's opening hours.

The role of the DSL is to help co-ordinate any concerns that are raised regarding the welfare of a child and to liaise with other professionals where appropriate, including the LSCB.

The DSL will:

- co-ordinate action within the provision and liaise with Early Help or First Contact and other agencies over cases of abuse and suspected abuse
- act as a source of advice within the provision
- ensure that staff have regular safeguarding training, especially when changes have been by the Local Authority, and are familiar with the provision's policy and procedure
- make child protection referrals, recording and reporting accordingly
- liaise with agencies about individual cases
- organise training on child protection and safeguarding children within the provision
- ensure that appropriate strategies for recording and reporting incidents are kept within the provision
- provide appropriate feedback to members of staff as and when necessary.

Staff

Staff should:

- be alert to the signs of abuse as detailed in this policy
- report any concerns immediately, where possible to the DSL
- consult with the DSL if in any doubt as to how to proceed
- follow the advice given in this policy in relation to how to handle disclosures.

Partnerships with Parents

It is important that the provision has an established approach to working with parents. Parents' and children's need for privacy should be respected. However, the priority is the needs of the child and effective liaison is crucial for this.

It should be recognised that families from different backgrounds and cultures may have different approaches to child-rearing. These differences should be acknowledged and respected provided they do not place the child at risk as defined later in this policy.

Where possible staff should work with and share information with parents. Permission for liaison and information sharing with outside agencies should be sought unless it places the child at risk. In these cases it is preferable to seek advice from First Contact, Early Help or make a child protection referral.

Guidance on Recognising Abuse

Child abuse is a term used to describe ways in which children are harmed by someone

often in a position of power (although it may be peer on peer). It is not the responsibility of staff to decide whether child abuse is occurring but to act on any concerns and report these to the appropriate party. The health, safety and protection of a child are paramount. Abuse might fall into the categories of:

- physical
- emotional
- sexual
- neglect

Staff should respond appropriately to signs and symptoms in a child which gives them cause for concern. These include:

- significant changes in children's behaviour or appearance
- frequent mood changes
- deterioration in their general well-being
- unexplained bruising, marks or signs of possible abuse
- signs of neglect such as being unkempt
- comments children make which give cause for concern
- not wanting to go home
- seductive behaviour
- a child who is quiet and withdrawn
- a child who gives the impression of being unloved and unhappy.

Procedure for Dealing with Suspected Abuse

All staff should refer concerns to the DSL as soon as possible. In the meantime, they should:

- consider the child's welfare as paramount
- believe the child and take them seriously
- remain calm and caring
- reassure the child that they have done the right thing in talking to them
- make notes of the conversation as soon as possible, using the child's own words
- explain what will happen next and who will be told

Staff should not:

- promise confidentiality
- postpone the discussion until a different time
- interpret what they have been told
- probe or ask leading questions.

Where the staff member suspects that a child is being abused they should:

- immediately tell the DSL about their concerns
- make factual notes of what has occurred, using the child's own words where relevant, and any action taken.

The Designated person (DSL) will follow the procedure below:

- Where possible, they will discuss concerns with the child and their parents and obtain agreement to making a referral to Early help or First Contact unless this discussion would put the child at increased risk of significant harm.
- Seek professional advice if unsure about whether or not to talk to parents first.

- When a referral is made, agree what the child and parents will be told, by whom and when. Inform the recipient of the referral what information has already been discussed with the child and their parents.
- If a referral is made, Early Help or First Contact should feed back within two days, indicating the course of action chosen. If nothing has been heard back within three working days, contact Early Help or First Contact again.
- Under no circumstances confront the abuser. There is a risk of forewarning the abuser and compromising any investigation or prosecution.

Confidentiality

Relevant information about the protection of children must be shared with the investigative agencies, but only on a “need to know” basis.

Staff should be careful in subsequent discussions and ensure that information is only given to the appropriate person. All staff should be kept aware of issues relating to confidentiality and the status of information they may hold.

Policy Review

This policy is a working policy and is fundamental in underpinning all daily activities at Do Re Mi Day Nursery. It is therefore the responsibility of the Safeguarding Officer to ensure that it is always reflective of current legislation and good practice and that staff are fully aware of its contents.

APPENDICES:

Appendix 1: Safeguarding Report Form

Appendix 2: Staff Safeguarding Notes

Appendix 3: Safeguarding Concerns Action Flowchart

Appendix 4: Staff Abuse Concerns Action Flowchart

Appendix 5: The Prevent Duty and Promoting British Values

Appendix 6: FGM (Female Genital Mutilation)

Appendix 7: Peer on peer abuse

Appendix 8: Country lines

Appendix 9: Witchcraft



Appendix 1: Safeguarding Report Form

CONFIDENTIAL

Name of the person raising the concern.....

Address.....

Contact telephone number.....

Date and time of incident.....

Name and age of child.....Male/Female

Area/s of concern:

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Continue on another sheet if needed

Have you contacted anyone else (Early Help, First Contact, or the Police?)

If so when?

Inform the Safeguarding Officer as soon as possible and pass this completed form to them.

Safeguarding Officer contacted: Date..... Time.....

Employee Signature..... **Date**.....



Appendix 2: Staff Safeguarding Notes

If a child/adult makes a disclosure

- Stay calm and reassuring
- Always take what is said seriously
- Listen carefully and let them say whatever they wish about the incident/abuse
- Reassure them that talking to someone is the right thing to do and that they are not to blame for what has happened to them / the situation
- Be honest about what you intend to do and can do
- Report the information factually to the nominated safeguarding officer immediately
- Ensure you make careful and accurate records of what was said and who was present. This needs to be done immediately. Sign and date these.

Never

- Interrupt or stop the person disclosing
- Make any suggestions about who is responsible or pass comments
- Ask leading questions
- Make promises you cannot keep, (that you will keep the allegation to yourself for instance)

Always

- Discuss any concerns with the nominated safeguarding officer
- Give specific details as to why you are concerned (for example injury, behaviour, change of behaviour, observations, a disclosure etc)
- Record your concern accurately and immediately. If an injury has been observed document where the injury is, size, colour and shape

Early Help 03000267979 – option 4

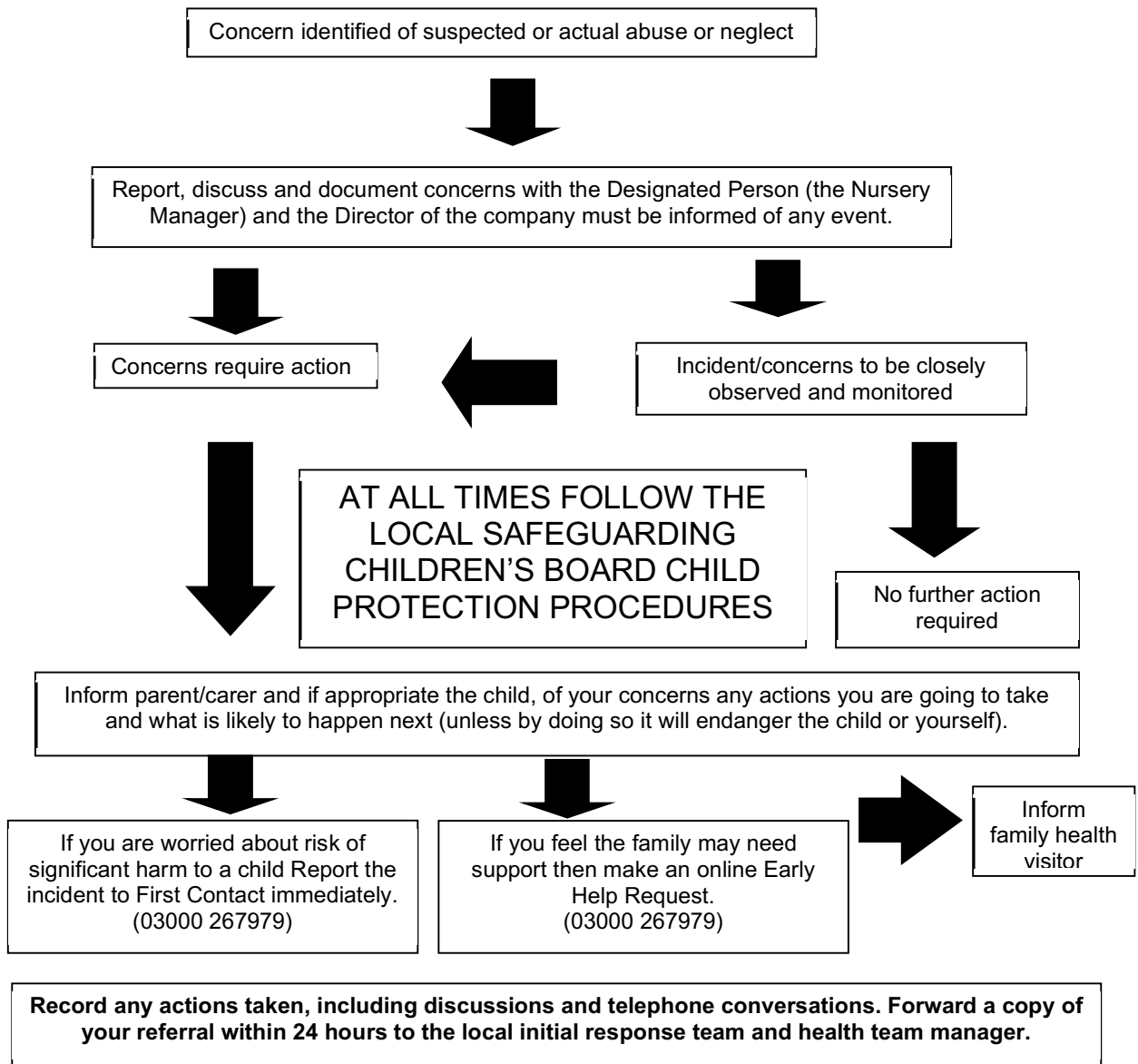
First Contact 03000 267 979 – option 4

In extreme cases dial 999



Appendix 3: Safeguarding Concerns Action Flowchart

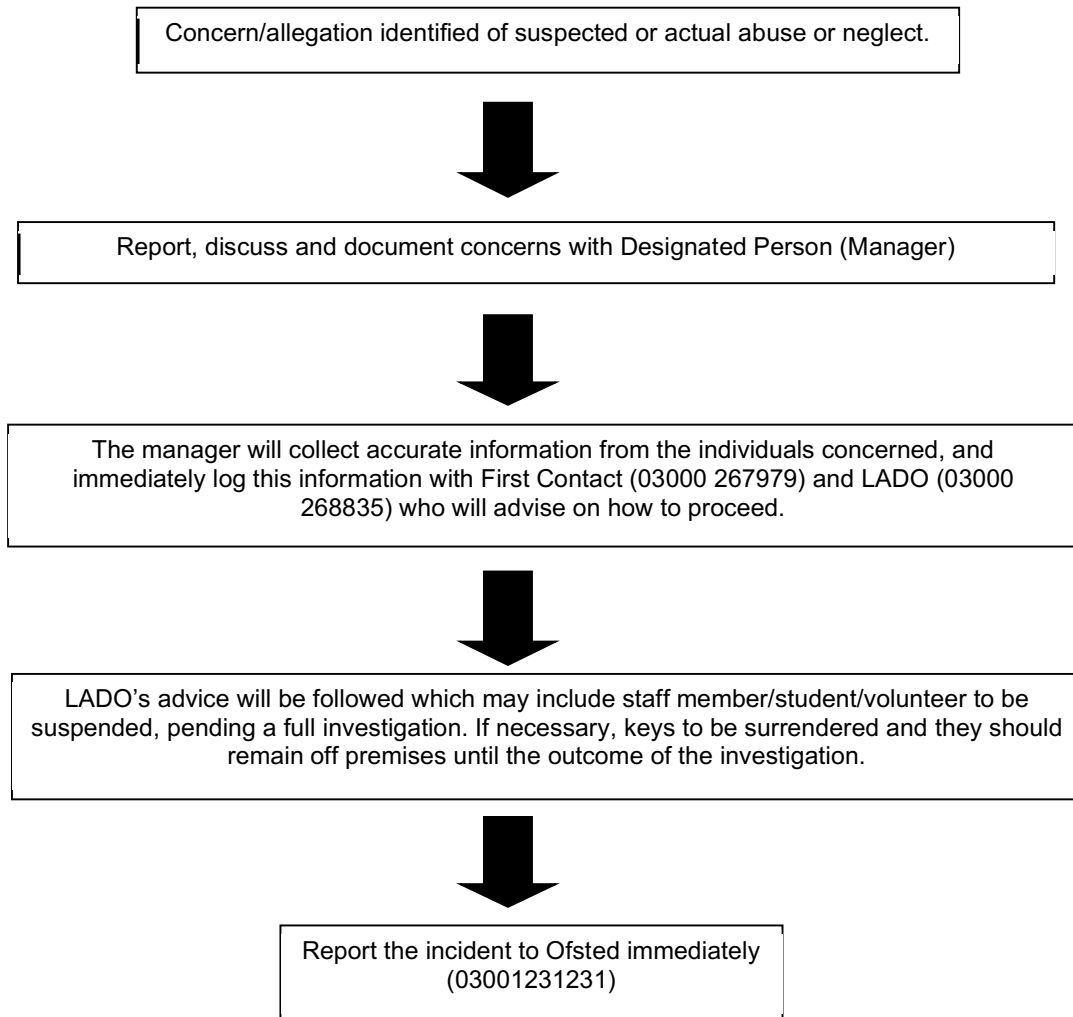
Flowchart showing what to do if you become aware of or suspect a child or young person has suffered or is likely to suffer significant harm or neglect





Appendix 4: Staff Abuse Concerns Action Flowchart

Flowchart of procedures to follow if allegations of abuse against a member of staff, volunteer or student have prompted investigation.





Appendix 5: The Prevent Duty and Promoting British Values

From 1st July 2015 all schools, registered early years childcare providers and registered later years childcare providers are subject to a duty under section 26 of the Counter Terrorism and Security Act 2015, in the exercise of their functions, to have “*due regard to the need to prevent people from being drawn into terrorism*”. This duty is known as the Prevent duty. Here at Do Re Mi Day Nursery we take Safeguarding very seriously, therefore to ensure that we adhere to, and achieve, the Prevent duty we will:

- Provide appropriate training for staff as part of their induction process. Part of this training will enable staff to identify children who may be at risk of radicalisation.
- Build the children's resilience to radicalisation by promoting fundamental British values and enabling them to challenge extremist views (for early years providers the statutory framework for the EYFS sets standards for learning, development and care for children from 0-5, thereby assisting their personal, social and emotional development and understanding of the world).
- Assess the risk, by means of a formal risk assessment, of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology.
- Ensure that our staff understand the risks so that they can respond in an appropriate and proportionate way.
- Ensure our staff are alert to changes in children's behaviour (as with managing other safeguarding risks) which could indicate that they may be in need of help or protection (children at risk of radicalisation may display different signs or seek to hide their views). The Key Person approach means we already know our key children well and so we will notice any changes in behaviour, demeanour or personality quickly.
- Not carry out unnecessary intrusion into family life but we will take action when we observe behaviour of concern. The Key Person approach means that we already have a rapport with our families so we will notice any changes.
- Build up an effective engagement with parents/carers and families. (This is important as they are in a key position to spot signs of radicalisation).
- Assist and advise families who raise concerns with us. It is important to assist and advise families who raise concerns with us and be able to point them to the right support mechanisms.
- Ensure that our management team will undertake Prevent awareness training (as a minimum) so that they can offer advice and support to other members of staff.
- Work in partnership with our LSCB for guidance and support contacting Channel (0191 3752555) or (03000 260000) if we have any concerns over a child or family.

At Do Re Mi Day Nursery the Prevent Duty Co-ordinator is the **Nursery Manager**.



Appendix 6: FGM (Female Genital Mutilation)

FGM (female genital mutilation)

Staff are provided with appropriate training as part of their induction process. Part of this training will enable staff to identify any child who may be at risk of FGM. Keeping Children Safe in Education (Statutory guidance, July 2015) makes it mandatory for early year's providers to report any suspected form FGM. Here at Do Re Mi Day Nursery we take Safeguarding very seriously, and therefore ensure that all staff are aware and trained in awareness of FGM.

Actions for Safeguarding Lead

- If any staff has any suspicions of any form of FGM then they need to raise concerns that a child may be at risk to the safeguarding officer (Nursery Manager). Staff are to ensure that any concerns are written down on individual child's chronology and stored in their own files as evidence.
- Safeguarding Lead to discuss the matter with parents on the subject if appropriate.
- Report any concern immediately to First Contact (03000 267 979)

Support agencies

- Daughters of Eve
- Forward
- NSPCC



Appendix 7: Peer on peer abuse

Keeping Children Safe in Education, 2016 states that 'Governing bodies and proprietors should ensure their child protection policy includes procedures to minimise the risk of peer on peer abuse and sets out how allegations of peer on peer abuse will be investigated and dealt with' (page 19). The document also states it is most important to ensure opportunities of seeking the voice of the child are heard, 'Governing bodies, proprietors and school or college leaders should ensure the child's wishes and feelings are taken into account when determining what action to take and what services to provide. Systems should be in place for children to express their views and give feedback. Ultimately, any system and processes should operate with the best interests of the child at their heart.'

At Do Re Mi Day Nursery we continue to ensure that any form of abuse or harmful behaviour by other children is dealt with immediately and consistently to reduce the extent of harm to the young person, with full consideration to impact on that individual child's emotional and mental health and well-being.

Children may be harmful to one another in a number of ways which would be classified as peer on peer abuse. These include:

- Physical abuse e.g. (biting, hitting, kicking, hair pulling etc.)
- Sexually harmful behaviour/sexual abuse e.g. (inappropriate sexual language, touching, sexual assault etc.)
- Bullying (physical, name calling, etc.)

All staff need to be aware of how peer on peer abuse may manifest itself within the age range we are caring for. However, they need to be clear on how this differs from normal everyday tussles and disputes. It is usually repeated over a prolonged period and involves singling out an individual for repeated attention. It can hurt a child both physically and emotionally.

Do Re Mi are committed to caring for and respecting ourselves and others. Coupled with our Promoting Positive Behaviour Policy, staff deployment and key worker system, we believe that our children enjoy respectful and supportive relationships with adults and children and that this is expressed in the language and behavior of our children towards one another.

We are keen to minimize the risk of peer on peer abuse and will ensure that allegations are investigated, logged and dealt with, ensuring that victims are supported.

If there are concerns that a child is bullying, we will monitor and record patterns of behavior, always working in partnership with the child's carers, sharing concerns and agreeing a joint strategy to protect and support victims and help the child bullying modify his/her behavior patterns.



Appendix 8: County Lines

“County lines” is the term used to describe a form of organised crime where criminals based in urban areas pressurise vulnerable people and children to transport, store and sell drugs in smaller county towns.

It takes its name from the phone numbers used as ‘deal lines’ by the organised gangs. These numbers will be shared among local drug users by the gang as means of arranging the purchase of Class A drugs such as Crack Cocaine and Heroin.

This type of drug dealing sees offenders exploit vulnerable people - including children and those with mental health or addiction problems – at all point of their drug supply routes.

However, it is not only children who are vulnerable – for instance, those in care are often groomed into involvement in county lines. Albeit relatively rarely, UK investigations have encountered children from what people might perceive to be more stable or more affluent backgrounds who have been groomed for county lines drug dealing.

Cuckooing

County lines drug dealers will take over a vulnerable person’s home within their target market place to store their drugs and cash, and use it as a base for dealing drugs – this is called “cuckooing”.

This usually involves identifying vulnerable people such as drug addicts, or people who are vulnerable due to mental or physical health impairments, e.g. single mothers and female sex workers. The dealers then coerce, and sometimes threaten the vulnerable person into allowing them to take control of their home so they can use it to store and sell drugs.

They usually stay in a property for a short time before moving on to new premises.

The victims of cuckooing tend to live in social housing and the dealers will either stay in the property to deal drugs themselves, or will get the householder to deal on their behalf, travelling back and forth to their home areas to restock.

Some of the dealers are criminals by choice and some have been coerced and exploited by organised criminals to work for them.

What can we do to help?

Information from members of the public is vital to help us tackle this type of drug dealing across County Durham and Darlington.

Some of the signs to look out for are:

- A child persistently going missing from school or home and / or being found out-of-area
- Unexplained money, clothes, or mobile phones
- Excessive receipt of texts / phone calls
- Relationships with controlling / older individuals or groups
- Leaving home / care without explanation
- Suspicion of physical assault / unexplained injuries
- Carrying weapons
- Significant decline in school results / performance
- Gang association or isolation from peers or social networks
- Self-harm or significant changes in emotional well-being

Signs of cuckooing to look out for:

- Increased callers at a property
- Increase in cars pulling up for short periods of time
- Different accents at a property
- Increased antisocial behaviour at a property
- Not seeing the resident for long periods of time
- Unfamiliar vehicles at the property
- Windows covered or curtains closed for long periods

If you suspect a child you care for or know is being exploited or that an address is being 'cuckooed', please call the police on 101, if they are in immediate danger, always call 999.

Actions for Safeguarding Lead

- If any staff has any suspicions of any form of county lines relating to children who attend the nursery, siblings or even parents then they need to raise concerns that a child may be at risk to the safeguarding Officer. Staff are to ensure that any concerns are written down on the individual child's chronology and stored in their own files as evidence.
- Report any concern immediately to the police on 101, in an emergency situation then contact 999.



Appendix 9: Witchcraft

Witchcraft is a term used relating to the abuse of children where witchcraft is linked. It relates to the belief that an evil force has entered and taken control of a child. Whilst belief in spirit possession, demons, the devil and witchcraft occur worldwide and across many religions (Christianity, Hinduism, Judaism, Islam, Paganism), not all practices are necessarily abusive. However, a small minority of people and some communities convert their belief into physical and mental abuse. Whilst the number of cases in the UK is relatively rare, it is a hidden crime which will be substantially under reported. The impact on a child will be devastating and often fatal.

The Abusers believe that the children are 'spirit possessed' and therefore negatively impact the families success, health, employment and are the cause of family breakdowns. These children can be abused in horrific ways physically and emotionally.

Signs we need to be aware of:

- *Saying they will go to hell or they are evil or they are a bad person
- *Having cuts on their body
- *Being malnourished
- *Looking uncared for and neglected

What should you do if you feel a child is suffering from witchcraft abuse?

- *Raise any concerns with the DSL (Nursery Manager).
- *Make notes on the individual child's chronology.
- *DSL will decide if we report the concerns to first contact (03000 267979)