

TINYTOTS DAY NURSERY

SAFEGUARDING AND CHILD PROTECTION POLICY

Policy Version: 1.0

Date Adopted: _____

Review Date: _____

Reviewed By: _____

1. POLICY STATEMENT

Tinytots Day Nursery is committed to safeguarding and promoting the welfare of all children. We believe that every child has the right to be protected from harm, abuse, neglect, exploitation, discrimination, and violence, regardless of age, gender, disability, ethnicity, religion, sexual orientation, or family background.

The welfare of the child is paramount. Safeguarding is everyone's responsibility, and all staff, students, volunteers, apprentices, agency staff, visitors, and contractors have a duty to safeguard children and report any concerns immediately.

This policy is implemented in accordance with:

- The Early Years Foundation Stage (EYFS) Statutory Framework
- Working Together to Safeguard Children
- Children Act 1989 and 2004
- Safeguarding Vulnerable Groups Act 2006
- Prevent Duty Guidance
- Counter-Terrorism and Security Act 2015
- Equality Act 2010
- Data Protection Act 2018 and UK GDPR
- Human Rights Act 1998

The UN Convention on the rights of the child

Copies of all the documents above are available for all parents and staff on request.

The UK government regularly reviews the legislation in regard to child protection to aim for all children and young people to be successful learners, confident individuals, effective contributors and responsible citizens. All children and young people have the right to be cared for and protected from harm and abuse. They have the right to be allowed to grow in a safe environment in which their rights are respected and needs are always met. A child's safety should always be paramount and should be given the help and support they need straight away.

Children have the right to protection from being hurt, and from violence, abuse and neglect. (The United Nations Convention on the rights of the child Article 19)

The Definitions

A parent is defined as any person who has parental responsibilities over a child. For example; A mother or Father. We may also include in this: Foster and adoptive parents or carers, any person who has substantial care over a child.

A child carer, these people may not have specific parental responsibilities but nonetheless have a duty of care for the child. This is all staff who are employed by Tinytots.

2. DESIGNATED SAFEGUARDING LEADS

Tinytots Day Nursery has appointed trained safeguarding leads who are responsible for child protection and safeguarding matters.

Designated Safeguarding Lead (DSL)

Zara Domachowski

The DSL has overall responsibility for safeguarding and child protection within the nursery.

Deputy Designated Safeguarding Lead (DDSL)

Gina Kalis

In the absence of Zara Domachowski, Gina Kalis will assume all safeguarding responsibilities and act as the Deputy Designated Safeguarding Lead.

A trained safeguarding lead will always be available during nursery operating hours.

3. SAFEGUARDING RESPONSIBILITIES

The Designated Safeguarding Lead is responsible for:

- Managing safeguarding and child protection concerns.
- Acting as the first point of contact for staff.
- Making referrals to Children's Social Care.
- Liaising with safeguarding partners and external agencies.
- Maintaining confidential safeguarding records.
- Monitoring safeguarding practices across the nursery.
- Ensuring all staff receive safeguarding training.
- Ensuring policies are reviewed and updated regularly.
- Supporting children and families where concerns arise.

The Deputy DSL will support the DSL and undertake these duties in their absence.

4. RESPONSIBILITIES OF STAFF

All staff must:

- Safeguard children at all times.
- Complete safeguarding training and updates.
- Know the identity of the DSL and Deputy DSL.
- Recognise signs of abuse and neglect.
- Report concerns immediately.
- Maintain professional boundaries.
- Follow nursery safeguarding procedures.
- Promote children's welfare and wellbeing.

Staff must never assume someone else has reported a concern.

What is Child abuse

Child abuse is the term used to describe ways in which children are intentionally or inadvertently harmed or placed at risk of harm. This is usually by adults, and often by people they trust.

5. RECOGNISING ABUSE

Staff must remain vigilant to indicators of:

Physical Abuse

Deliberately causing physical injury or harm. This is defined as an injury inflicted or knowingly not prevented by any person having custody or care of a child. Physical abuse is often defined by injuries that cannot be explained by the normal play activities of a child and is defined as hitting or hurting a child with intent.

Emotional Abuse

Persistent emotional maltreatment causing severe adverse effects on a child's emotional development. This is defined as any abuse or torment which would influence the mental health and wellbeing of a child. Most commonly emotional abuse is categorised as shouting at a child, making a child feel worthless, exposing a child to inappropriate material and inconsistent behaviour towards a child.

Sexual Abuse

Forcing or enticing a child to participate in sexual activities. This is defined as the exploitation of children to meet the demands of adults or other children. Sexual abuse may include involvement of children in masturbation, involvement of children in pornographic activity, including taking pornographic photographs and involving children in watching or viewing pornographic materials, involvement of children in sexual activity, this includes, rape, sodomy, oral sex and sexual intercourse with a child, even with their consent.

Neglect

Persistent failure to meet a child's physical and emotional needs. This is defined as the wilful failure to meet the basic needs of a child, for example poor clothing, not feeding or caring for a child adequately and leaving them without adequate supervision.

Recognising child abuse

It is not the responsibility of the staff at Tinytots to identify which area of abuse they believe a child has been subject to but to identify and highlight any cause or concern to the appropriate person and authorities (please see above). The following list although not exhaustive may be indicative of some of the signs and symptoms of child abuse, it should also be noted that some children may display some of the signs in times of stress and particular circumstances, it does not always mean they are being abused.

Indicators of Abuse:

- . Injuries to the child that are not consistent with the normal play activities of a child, either in position or type.
- . Inconsistent or unreasonable explanation of an injury by a child, parent or carer.
- . Inconsistent or inappropriate behaviour such as sexually explicit remarks or actions, mood swings, uncharacteristically quiet/aggressive, severe tantrums.
- . Use of adult language.
- . Becoming socially isolated.
- . Becoming overly friendly.
- . Overeating, loss of appetite, weight loss, weight gain.
- . Scavenging for food.
- . Inappropriately dressed or ill-kept and/ or dirty.
- . Self-inflicting injury.
- . Open distrust of, or discomfort with parent or carer.
- . Delayed social development, poor language and speech.
- . Excessively nervous behaviour, such as rocking or hair twisting.

- . Low self-esteem.

General indicators of sexual abuse:

- . Recurring abdominal pain.
- . Reluctance to go home.
- . Flinching when approached or touched.
- . Recurring headaches.
- . Recurring water infections.
- . Fingerprint bruising/ bruising in private areas.
- . Becoming overly friendly (wanting to touch, kiss and cuddle)
- . Using explicit Language.

6. SPECIFIC SAFEGUARDING ISSUES

Staff must remain alert to additional safeguarding risks including:

- Domestic abuse
 - Child sexual exploitation (CSE)
 - Child criminal exploitation (CCE)
 - County lines
 - Online abuse
 - Peer-on-peer abuse
 - Modern slavery
 - Human trafficking
 - Forced marriage
 - Honour-based abuse
 - Missing children
 - Substance misuse
 - Mental health concerns affecting welfare
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7. FEMALE GENITAL MUTILATION (FGM)

Female Genital Mutilation (FGM) is illegal and is a form of child abuse.

FGM involves procedures that intentionally alter or injure female genital organs for non-medical reasons.

Staff should be aware of potential indicators including:

- Family discussions about special ceremonies or travel abroad.
- Extended absence from nursery.
- Changes in behaviour following travel.
- Disclosure by a child or family member.

Any concerns regarding FGM must be reported immediately to the DSL.

The DSL will make referrals to Children's Social Care and other agencies as appropriate.

8. BREAST IRONING

Breast ironing, also known as breast flattening, is a harmful practice and a form of child abuse.

It involves the pressing, massaging, flattening or pounding of a girl's developing breasts using heated or hard objects in an attempt to delay breast development.

Staff should remain alert to:

- Physical injuries to the chest area.
- Pain or discomfort reported by a child.
- Cultural or family pressures linked to puberty.
- Behavioural changes or emotional distress.

Any concerns regarding breast ironing must be treated as a safeguarding matter and reported immediately to the DSL.

Referrals will be made to Children's Social Care where appropriate.

9. PREVENT DUTY

Tinytots Day Nursery recognises its duty under the Counter-Terrorism and Security Act 2015 to prevent children from being drawn into terrorism or extremist ideologies.

Staff will:

- Complete Prevent awareness training.
- Promote British values including democracy, rule of law, individual liberty, mutual respect, and tolerance.
- Challenge discriminatory language and behaviour.
- Remain alert to signs of radicalisation.

Indicators may include:

- Exposure to extremist views.
- Intolerance towards others.
- Significant changes in behaviour.
- Repeated extremist narratives within the home environment.

Concerns must be reported immediately to the DSL.

The DSL will seek advice from safeguarding partners and make referrals to the appropriate agencies, including Channel, where necessary.

10. ONLINE SAFETY

Children's access to technology will be supervised and managed appropriately.

The nursery will:

- Ensure internet access is safe.
- Monitor the use of digital devices.
- Educate staff regarding online risks.
- Protect children from harmful online content.

Any online safety concerns will be treated as safeguarding concerns.

11. REPORTING CONCERNS

All staff must be aware that any incidents must be recorded. It is also VERY important that staff communicate concerns or incidents with their DSL lead (Zara Domachowski) and the deputy DSL (Gina Kalis in her absence). If a member of staff suspects that a child is at risk of abuse, there are a number of steps in which all staff must follow.

Any member of staff who has concerns about a child must:

1. Inform the owner (Linda Kalis), Manger (Gina Kalis) or deputy in their absence (Zara Domachowski)
2. Report it to the DSL (Zara Domachowski) or Deputy DSL (Gina Kalis) without delay.
3. Record the incident, injury and disclosure forms located in the office.
4. Share what you have recorded with the manager and DSL (please see above who these are) and ensure the relevant forms are signed.
5. Maintain confidentiality.

The following should always be recorded within your form:

- . The nature of the suspicion.
- . Details of any injury.
- . Times, dates and names of other adults involved with the child who may substantiate the suspicion.
- . The manger or DSL (as named above) will then determine the situation and refer the case to social care's first contact team or the police.

Staff must not investigate concerns themselves.

If a child is in immediate danger, emergency services will be contacted immediately.

Disclosure of Abuse

If a child discloses to you that they have been abused, the member of staff should: Inform the child that in order to help them you have to tell the Manger (Gina Kalis) or DSL (Zara Domachowski), this should be done in child friendly terms. The staff member should reassure the child that the person they are sharing information with can be trusted and that they have done the right thing by telling them. Listen to the child and note down what they say to you only using their own words. It is important at this stage that you do not interrupt the child and you do not ask questions. Report and present your record of the disclosure to the manager/DSL (as named above), they will then contact the relevant agency or the police who will investigate the disclosure. If the manager (Gina Kalis) or DSL (Zara Domachowski) dealing with the situation at the time thinks that the case is serious enough to involve social

work, children and families first contact team or the out of hours social care team. If they believe that the child is within immediate danger, then the manager or DSL (please see above) will contact the police. It should be noted that if in the disclosure a member of staff's name is mentioned in the disclosure the staff should remain as discrete as possible and inform the manager (Gina Kalis) / owner (Linda Kalis) as soon as possible, this is also the same if a member of staff witnesses another member of staff harming a child (please refer to our whistle blowing policy), in addition to this if the manager is named within the disclosure the member of staff should be discrete and contact the nursery owners (Linda Kalis) and the local authorities that are listed below.

Social care First contact – 01332 641172

Social care out of hours team 01332 786968

LADDO (Local Authority Designated Officer) – 01332 717818

Police 101/999

We at Tinytots recognise that a staff member witnessing the disclosure of abuse given by a child can be very traumatic, and therefore staff will be given support and information in dealing with these circumstances.

General Child Protection information

Child protection involves several services working together, these include educational settings, the local authority, social work departments and the police. In order to maintain high levels of protection, all persons working with children must have a DBS and have completed the suitability checks within the policy.

What Managers must do

- . Develop standards and an ethos in the settings environment where all people matter.
- . Always put the care, welfare and safety needs of a child first.
- . Respect the child's right to be involved in making choices and decisions which directly affect them.
- . Respect a child's culture and religion.
- . Take all disclosure's seriously and follow up with appropriate actions.

Nursery staff must

- . Play your part in the settings ethos to ensure all people matter.
- . Always put the care, welfare and safety needs of a child first.
- . Respect the child's right to be involved in making choices and decisions which directly affect them.

- . Respect a child's culture and religion.
 - . Take all disclosure's seriously and follow up with appropriate actions.
 - . Take all allegations seriously.
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12. RECORD KEEPING

The nursery will maintain accurate safeguarding records that are:

- Factual
- Timely
- Confidential
- Securely stored
- Accessible only to authorised personnel

Records will be retained and transferred securely when children move settings.

13. INFORMATION SHARING

Tinytots Day Nursery recognises that effective safeguarding relies on appropriate information sharing.

Information will be shared when necessary to protect a child from harm and in accordance with safeguarding legislation and guidance.

The protection of children takes precedence over confidentiality concerns.

14. SAFER RECRUITMENT

The nursery is committed to safer recruitment practices. Please refer to our Safer Recruitment Policy.

This includes:

- Enhanced DBS checks.
- Identity verification.
- Qualification checks.

- Reference checks.
- Suitability assessments.
- Safeguarding induction.

All adults working within the nursery must be suitable to work with children.

15. ALLEGATIONS AGAINST STAFF

Any allegation or concern regarding a member of staff, volunteer, student, apprentice, or contractor must be reported immediately.

The nursery will:

- Contact the Local Authority Designated Officer (LADO) where appropriate.
- Follow local safeguarding procedures.
- Maintain confidentiality.
- Protect the welfare of children throughout any investigation.

Where concerns involve the DSL, the matter must be reported directly to the nursery owner/manager and the LADO.

16. WHISTLEBLOWING

Tinytots Day Nursery promotes a culture of openness and accountability. Please refer to our Whistle Blowing policy.

Staff have a duty to report:

- Unsafe practice.
- Poor safeguarding standards.
- Conduct that places children at risk.

No employee will suffer detriment for raising genuine concerns in good faith.

(Please see our whistle blowing policy)

17. USE OF MOBILE PHONES, CAMERAS AND RECORDING DEVICES

Personal mobile phones will be stored in a locked cabinet at the start of your shift and given back when your shift ends or if you are leaving the premises on your lunch break.

Staff must not use personal devices to photograph or record children.

Photographs of children will only be taken using authorised nursery equipment and with parental consent.

18. MISSING CHILDREN

Any missing child incident will be treated as a safeguarding concern.

The nursery will:

- Conduct an immediate search.
 - Notify parents/carers.
 - Contact police where necessary.
 - Record and review the incident.
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19. WORKING WITH PARENTS

Tinytots Day Nursery values positive partnerships with parents and carers.

Parents will generally be informed of safeguarding concerns unless doing so may:

- Place a child at greater risk.
 - Compromise a criminal investigation.
 - Increase risk to another person.
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20. EQUALITY, DIVERSITY AND INCLUSION

Safeguarding procedures apply equally to all children.

No child will be disadvantaged because of their:

- Race
- Ethnicity
- Religion
- Disability
- Gender
- Sexual orientation
- Family circumstances

21. POLICY REVIEW

This policy will be reviewed annually or sooner if:

- Legislation changes.
- National guidance changes.
- Local safeguarding procedures are updated.
- Significant safeguarding incidents occur.

The review will be led by:

Zara Domachowski – Designated Safeguarding Lead

Supported by:

Gina Kalis – Deputy Designated Safeguarding Lead

APPROVAL

Signed: _____

Position: _____

Date: _____

Review Date: _____