



Safeguarding Children Policy

S11 Children Act 2004, together with S175 Education Act 2002 for schools, require all organisations and individuals working in services related to children to '*discharge their functions with a view to safeguarding children*'. This includes:

- having child protection procedures including designated people in place,
- understanding accountability for child protection
- having reporting mechanisms in place and understood
- recruiting staff (including volunteers) safely,
- having all staff trained in child protection
- staff understanding and operating safer working practices

This policy references,

- Working Together to Safeguard Children 2018: This requires that as local safeguarding partners Wiltshire Council, the police and the CCG publish arrangements to work together to safeguard and promote the welfare of local children.
- Section 40 of the Child care Act 2006 - As an early years provider we have a duty to comply with the welfare arrangements of the Statutory Framework for the Early Year's Foundation Stage (April 2017) Section 3, The Safeguarding and Welfare requirements
- Wiltshire Safeguarding Children Board (WSCB) Case Resolution Protocol
- Revised Multiagency Thresholds for Safeguarding children and flowchart
- Disqualification under the Childcare Act 2006
- Information sharing
- WSCB Website

Child Protection Procedures

In Wiltshire a Safeguarding Vulnerable People Partnership SVPP was established in Early 2019 to ensure local organisations are working together to safeguard and promote the welfare of local children including identifying and responding to their needs. This partnership replaces the Local Safeguarding Area Board (LSCB)

As a group providing childcare that is registered with Social Services, we are required to follow the Child Protection procedures agreed through WSCB (Wiltshire Safeguarding Children Board, ref www.wiltshirescb.org.uk).

This body and eleven others in the south-west form the South West Safeguarding and Child Protection Procedures Group (ref www.swcpp.org.uk/)

Accountability

Safeguarding does not recognize hierarchy; everyone working at Stepping Stones has a responsibility for safeguarding and ensuring the safety and wellbeing of children in our care.

The Management Committee is responsible for ensuring that Stepping Stones meets its responsibilities regarding the safeguarding of children.

Safeguarding is recognized to include recognising and meeting the health, medical, social, emotional and personal care needs required to ensure a child's security and wellbeing.

Debbie Wickham, the Setting Manager is the named person responsible as Designated Safeguarding Lead (DSL) for managing and co-ordinating safeguarding matters within Stepping Stones and liaising with other agencies when required.

Judy Hennessey, Playroom Manager is responsible as Deputy Designated Safeguarding Lead (DDSL) for safeguarding matters if Debbie is unavailable.

During term time or when the setting is in operation the designated safeguarding lead or deputy will be available during opening hours for staff to discuss safeguarding concerns

All staff members and volunteers are responsible for ensuring the safety and wellbeing of children in our care. Understanding accountability and how our policies and procedures are implemented and reviewed is included in our Induction programme.

Ongoing access to Safeguarding training for each team member/volunteer is reviewed as part of our Appraisal process and Safeguarding Audit

As a setting involved in the care of children we will at all times share with parents/carers any concerns we may have. However, we do have a duty to refer to The Multi-agency Safeguarding Hub (MASH) if we suspect that child abuse may be an issue. This explicitly includes the prevention of radicalization, female genital mutilation and child sexual exploitation.

Our first concern will always be the welfare of the child.

As a setting we endeavor to ensure we are aware of any Private Fostering arrangements.

Reporting mechanism

Whenever a member of staff has a suspicion or has knowledge that a child has been abused or is at risk of abuse, that member of staff must urgently inform the Setting Manager. (Designated Safeguarding Lead)

Usually the Setting Manager will discuss with the parents/carers the concerns raised and explain our duty to report any suspected abuse and to keep a written record. If this is felt to put the child in further danger, if the concern involves possible or actual sexual abuse, if it is possible that evidence could be tampered with or where parents/carers are not contactable within a reasonable time period then contact with the MASH Team (Multi Agency Safeguarding Hub) will go ahead without contact with parents/carers.

The Setting Manager will initially contact the duty MASH to consult. If it is agreed that a referral should be made, this will be processed by telephone, following up in writing by secure e-mail, letter or their referral form.

Definitions, signs and symptoms of abuse and neglect

Stepping Stones references the definitions as outlined in the WSCB website

<http://www.wiltshirescb.org>

Contacts

Designated Officer (direct line):

Tel 01225 713945

MASH (Multi Agency Safeguarding Hub):

Tel: 0300 456 0108

Out of Hours – Emergency Duty Team:

Tel: 0845 6070 888 (Concerns about a child's welfare child)

Tel: 0300 456 0100 (Allegation against Adults)

If a decision has been taken not to inform the parents/carers or if this was not possible the Setting Manager and the duty Social Worker must agree who is to be informed, when and by whom.

A copy of the documentation will be held securely by the Setting Manager

The Setting Manager will make every effort to ensure that parents/carers are kept informed and involved throughout the process and offered necessary support.

Safer Working Practices

The setting regularly discusses safer working practice and expectations regarding behaviour in staff meetings or training using the Guidance for safer working practice for those working with children and young people in educational settings (May 2019)

Staff are familiar with and have ready access to updated

- WSCB What to do if you are worried a child is being abused and neglected flowchart
- WSCB Allegations against adults – risk of harm to children Early Years Flowchart.

Our Safeguarding Staffing and Employment policy outlines our commitment to safeguarding and promoting the welfare of children through effective safer working practices re:

- Recruiting staff safely
- Staff training

Additional Policies and documentation relating to safer working practices are available on request and can be found outside the Managers office and on our website www.steppingstonestrowbridge.co.uk

- E-safety awareness policy
- Mobile phone policy
- Lone Worker policy
- Policy following allegation against a member of staff, volunteer or committee member
- Whistleblowing policy
- Safeguarding and employment policy

This policy is reviewed and updated in line with the annual safeguarding audit and Local Safeguarding Children's Board – <http://www.wiltshirescb.org/>