

Safeguarding Children policy

Statement of intent

We work with children, parents and the community to ensure the safety of children and give them the best opportunity and start in life.

Children have the right to be treated with respect and to be safe from abuse in whatever form

To do this we will

- Create an environment to encourage children to develop a positive self-image
- Encourage children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development
- Provide a safe and secure environment for all children
- Always listen to children

We are committed to safeguarding children and promoting their welfare

The legal framework is based on

- Children's act 2004
- "What to do if" 2015
- Statutory Framework 2017,2020, for childminders Nov 2024
- Information sharing
- Working together to safeguard children 2018 (2020) Dec 2023
- Prevent duty 2015 March 2024
- Effective Family Resilience Surrey 2019 Dec 2020
- Statutory guidance for FGM 2016 July 2020
- Information sharing advise 2018 May 2024
- Child exploitation 2017

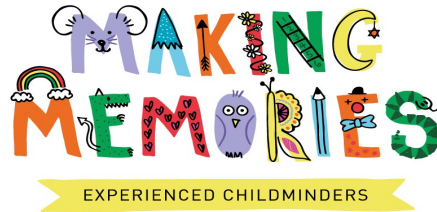
Emergency contact details

C-SPA (SINGLE POINT OF ACCESS)- For concerns about a child, 0300 470 9100 (Mon-Fri 9am-5pm)

Email cspa@surreycc.gov.uk

Emergency Duty Team 01483 517898 (5pm -9am including weekends and bank holidays)

Consultation line (Advice only) 0300 470 9100



LADO –For concerns about an adult- complete a referral form and email – LADO@surreycc.gov.uk

Police- If there is or someone is in immediate danger 999 or 112

Ofsted 0300 123 4666 – online notification form

Education safeguarding team 01483 517771 or email education.safeguarding@surreycc.gov.uk

Ofsted whistleblowing hotline 0300 123 3155

Family resilience/ continuum support for children living in surrey

This is guidance for everyone that works with children, young people and their families in Surrey. It ensures a consistent approach by working in partnership with others to meet the child, young person and family's needs.

Surrey uses a simple model for meeting children and family's needs with the Effective support windscreen which identifies across four levels of need which are:

Universal, emerging needs, targeted support and intensive support

Continual professional development

We have attended Safeguarding training and know the signs of abuse. We will update our training every 2 years, and regularly check the Surrey Safeguarding Children's Partnership Board for updated information and changes in legislation. We also access training through online webinars via childcare.co.uk

Types of abuse

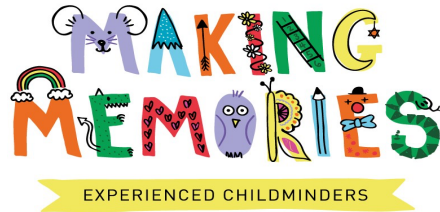
Physical abuse is a form of significant harm which may involve including hitting, shaking, throwing, poisoning, burning or scolding, drowning, suffocating, fractures or bites or otherwise causing physical harm to a child. Physical harm might also be caused when a parent or carer fabricated symptoms of, or deliberately induces, illness in a child

Pre-existing injuries a child may have sustained

Procedure

In cases of any the above action will be taken if we have reason to believe that there has been physical injury to a child, for example

- Marks or injuries to a child when they come into the setting. Parents/carer will be asked to complete an accident at home form which will detail how the child got the injuries and where the injuries are on the body.
- We will discuss at the earliest opportunity any injuries or marks that are unexplained or noticed later in the day. Any discussions will be recorded. Parents will have access to any such records
- Any concerns of significant harm will be reported to SPA
- Ofsted may be informed



Non-Mobile Children (NIM)

Bruising in a child not independently mobile (any child who is not yet crawling, bottom shuffling, pulling to stand, cruising or walking independently: includes all children under 6 months even if they are rolling, or children with significant disabilities resulting in immobility will be an instant referral to SPA

Sexual abuse is a form of significant harm which involves forcing or enticing a child or young person to take part in sexual activities which will include physical contact by penetration or non-penetrative acts

Procedure

Action will be taken if we witness a child indicated sexual activity through words, play, drawing, has an excessive preoccupation with sexual matters or has inappropriate knowledge of adult sexual behaviour

- Observed incidents will be detailed in a confidential report
- The concerns will be reported to SPA and the police.
- Ofsted will be notified

Emotional abuse is a form of significant harm which involves the persistent emotional maltreatment of a child such as to cause severe adverse effects on the child's emotional development. This can include a child feeling unworthy or unloved, inadequate, trying to please others to feel valued, bullying, withdrawn, low self esteem, lack of confidence, aggressive behaviour towards others, failure to attach or abnormal attachments, development delay.

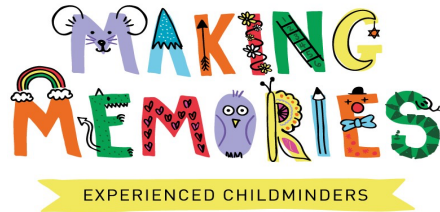
Procedure

- We will discuss the concerns with the parents or carer and refer to observations and development records
- Discussions will be recorded and parents will have access to such records
- If necessary we will contact SPA

Neglect is a form of significant harm which involves the persistent failure to meet a child's basic physical or psychological needs, likely to result in the serious impairment of the child's health or development needs and failure to thrive. For example parents failing to provide adequate food, clothing, shelter, protect a child from physical or emotional harm or danger, adequate supervision and appropriate medical care or treatment or constantly being left alone and unsupervised

Procedure

- We will discuss the concerns with the parents or carer and refer to observations and development records
- Discussions will be recorded, and parents will have access to such records
- If necessary, we will contact SPA



Other factors of concern

- Parents and child misusing alcohol or drugs
- Domestic abuse within the household
- Parents with learning difficulties or mental health problems
- Children with disabilities
- Teenage pregnancy and parenthood
- Highly mobile families with limited access to public funds
- Self-harming behaviours and suicide thoughts
- Child sexual exploitation and grooming (including online)- When a child or young person is exploited they are given gifts, money, status and affection in exchange for performing sexual activities. Grooming is when they are tricked into believing they are in a loving and consensual relationship
- Child trafficking
- Female genital mutilation (FGM)- is when a female's genitals are deliberately altered or removed for non-medical reasons. Also known as 'female circumcision' or 'cutting'.
- Breast ironing
- Honour based violence (HBV)
- Forced marriage (FM)
- Prevent duty is in the counter terrorism and security Act 2015 it is the need to prevent people from being drawn into terrorism
- Up skirting
- Contextual safeguarding (Peer on peer abuse) recognises that as young people grow and develop, they are influenced by a whole range of environments and people outside their family. For example, in school or college, in the local community, in their peer groups or online. Examples are gang violence or knife crime. Online includes grooming or exploitation.
- County lines - is where illegal drugs are transported from one area to another, often across police and local authority boundaries (although not exclusively), usually by children or vulnerable people who are coerced into it by gangs
- Witchcraft
- Fabricated or induced illness
- Modern Day Slavery
- Trigger trio - formally known as Toxic trio. The co-existence of domestic abuse, substance misuse and mental health issues in parents and carers.

In all cases, we will discuss our concerns with the parents. Where we feel that a child could be at risk of further significant harm then we will not discuss our concerns with the parents but seek immediate advice from LADO, SPA or the police.

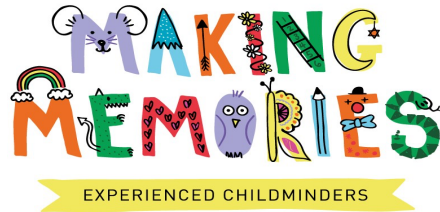
Allegation procedure- Child disclosure

In the event that a child makes a disclosure we will:

Listen- we will not interrupt or ask questions

Record- as quickly as possible to ensure our records are accurate using the words of the child or young person

Report to Ofsted and C-SPA immediately



Follow up- as appropriate

Protecting vulnerable children

All babies and children are vulnerable, but some children are more vulnerable than others such as children with SEND.

We will give them time if they are worried using their individual communication system,

Build on a trusting relationship so they can trust us to disclose any worries they may have

Allegation against and adult (co-worker, anyone working with children, living in the premises or visitor)

We will report any concerns to the Local authority designated officer (LADO) on the number above or the Whistleblowing hotline. We will inform Ofsted in writing within 14 days of the allegations being made and any actions taken

Whistle blowing

If we have any concerns about a child's safety in any setting or situation we will contact the relevant authorities. These are Ofsted, C-SPA, LADO and police.

Each childminder is legally responsible to refer any concerns where another childminder does not continually meet the requirements of their registration. We will share a copy with you.

Prevent duty

Is a legal requirement which prevents children from being drawn into terrorism.

Teaching children and adults to have mutual respect and tolerance of different faiths and beliefs, challenge extremist ideas which can be used to encourage terrorism

- ensure children are safe from terrorist and extremist material when accessing the internet

British values

We promote British values to comply with prevent duty.

British values includes;

Democracy: making decisions together

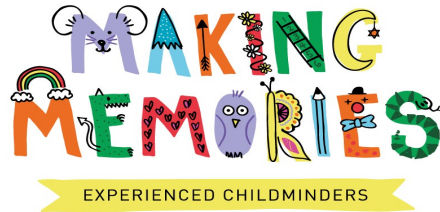
Rule of law: understanding rules matter as cited in Personal Social and Emotional development

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Mutual respect and tolerance: treat others as you want to be treated

Further information can be found on

<https://foundationyears.org.uk/wp-content/uploads/2017/08/Fundamental-British-Values-in-the-Early-Years-2017.pdf>



Non attending children

Parents are required to notify us if their child is not attending, for any reason, by voicemail message

We will record children who do not attend the setting so that frequent absences are monitored.

- Where a child has not arrived at the setting, we will telephone the parent within 30 minutes of when they were expected to arrived.
- Where contact has not been possible with the parent/carer and all efforts have been made to reach to them we will refer to the child's emergency contacts
- If we have concerns that the child could be in danger, at risk of harm or they or their family are vulnerable we will phone C- SPA or the police and request they attend the home address for a welfare check.
- Where possible, we require a minimum of two emergency contact numbers for each child. Where this is not possible then we shall record childrens services (C-SPA) as an emergency contact.

Safer eating

The requirements for safer eating will be updated in the EYFS from September 2025

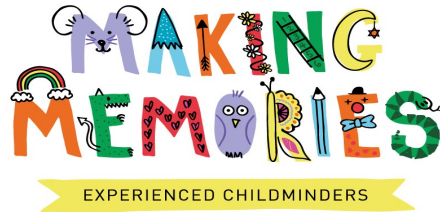
We have written a Safer Eating Policy which we will share with parents, following the requirements in the EYFS and best practice guidance from the NHS and DfE.

We will ensure all paediatric first aid qualifications in the setting are kept up to date and continue the current policy of asking parents for information about their children's dietary needs throughout their time in the setting and sitting with children when they are eating.

Suitability of new recruits

The EYFS (09.2024) states that the Safeguarding Policy must include, '*Procedures to follow to check the suitability of new recruits.*' If we employ staff, to check the suitability of new recruits we will –

- Advertise the role.
- Ask questions about safeguarding during the interview process.
- Check the applicant has the right to work in the UK and complete identity checks on applicants.
- Request 2 references from applicants following EYFS requirements.
- Request the applicant applies for an Ofsted child workforce, enhanced, home-based DBS check.
- Complete the Ofsted 'Report new adults in the home' form.
- Provide new staff with an employment contract and job description.



- Ask the new staff member to complete an in-house suitability declaration form.
- Complete staff induction training.
- Put staff through an appropriate paediatric first aid course
- Put staff through an appropriate safeguarding training course.
- Wait for the Ofsted suitability letter before allowing new staff to be in unsupervised contact with children.
- Ask for written parental permission for Ofsted suitable staff to be unsupervised with children for up to 2 hours a day.
- Include a reminder for the staff member to 'inform the childminder about changes to suitability' on the daily attendance register.
- Include a question about continued suitability during supervision meetings. This includes asking if the staff member is disqualified by association with someone they are living with in their household.
- Ask the staff member to complete an in-house suitability declaration form annually.

Records

We may use the following the following documents

Accident at home

Body map

Accident form

Incident form

Physical intervention form

Consent form for internet and photos

Confidentiality

All records will be kept confidentially, and information will be shared only with those that need to know such as parents and carers, Surrey early years and Ofsted.

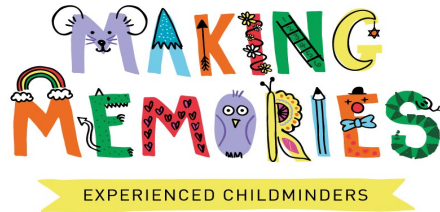
We will break this agreement where we believe.

- that a child is suffering, or is at risk of suffering, significant harm.
- To prevent significant harm arising to children and young people or serious harm to adults, including the prevention, detection and prosecution of serious crime.

Transitions

We share personal information and development records with other settings and professionals to ensure consistency in development. This may include any concerns we have about the child or family. We will share the information by:

- Telephone consultations
- Development records



- Meetings
- Progress checks
- Transition forms

Intimate care

Intimate care tasks specifically identified as relevant, include:

- dressing and undressing (underwear)
- helping someone use a potty or toilet
- changing nappies
- cleaning / wiping / washing intimate parts of the body.

We will encourage children (where developmentally able) to participate in their own intimate or personal care

Ensure the child's dignity is protected

Physical intervention

Is the physical force to intentionally restrict the child's movement against his or her will. We will only use physical intervention in extreme circumstance which are:

- Someone is injuring themselves or others
- Someone is damaging the property
- There is a suspicion that, although injury, damage or crimes has not yet happened, is about to happen.

If it was necessary to use physical intervention, we will document the incident on our physical intervention form and parents will be required to sign the form.

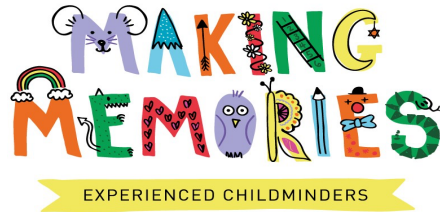
Protection ourselves and family

All people over the age of 16 have completed DBS checks, they are;

Joanne
Helen
Kieron
Ryan

All visitors will be required to show their identity before entering the setting
All children will be in our sight or hearing at all times and will not be allowed in unsupervised areas

We are registered with the ICO and follow their guidelines for data protection



Mobile phones/ electronic devices

We have a mobile phone which we use during working hours .

We will ask parents for signed permission to use our mobile phone to take photos of their children whilst in our care to support their learning journey and developmental records.

Photographs will be deleted once they have been shared with the parents or printed for their development records.

Under no circumstance will we take photographs whilst the child is in the bathroom or during nappy changing

The mobile phone will have a keypad lock so can only be access by ourselves. This will protect the child in the event it might go missing

Older children that have mobile phones or electronic devises will be expected to keep them in their bags. They will not be permitted to take any photos in the setting

We will ask older children if they are happy for us to take their photo.

Internet safety

We will supervise the child when using the internet to ensure its suitability.

Parental controls are switched on, limiting what they can use.

Parents' consent will be obtained before a child has access to the internet.

We will talk to the children and read stories about staying safe on the internet and encourage them to report any inappropriate sites or worries they may have.

We will not put any information about the children or families in our care on social media sites.

Please refer to our other policies:

Non collection of child

Lost and missing child

Accident and injury

Visitors

No smoking, vaping, drugs and alcohol

Document retention

Safer Eating

Safer Recruitment

Policy adopted by Making Memories

Date: May 2018

Reviewed in: February 2019, January 2020, April 2021, January 2024 January 2025, March 2025