

Safeguarding and Welfare Requirement: Child Protection

Providers must have and implement a policy and procedures to safeguard children



Safeguarding Children and Child Protection Policy

The Designated safeguarding lead is: Ginia Brown

The Deputy Designated safeguarding leads are: Andrea Dugay, Hazel Jones

The Designated officer is: Karen Dungate (Trustee)

Policy statement

Crofton Early Learners works with children, parents and the community to ensure the rights and safety of children and to give them the very best start in life. Our safeguarding policy is based on the three key commitments of the Early Years Alliance Safeguarding Children Policy and on policies set out by Bromley Safeguarding Children Partnership.

Aim

We are committed to safeguarding children, young people and vulnerable adults and will do this by putting young people (16-19 year olds who may be students) and vulnerable adult's right to be 'strong, resilient and listened to' at the heart of all our activities.

We uphold a culture of safety in which children, young people and vulnerable adults are protected from abuse and harm in all areas of its curriculum and service delivery.

We are committed to preventing harm and responding promptly and appropriately to all incidents or concerns of abuse that may occur. Working with statutory agencies to achieve the best possible outcomes for every child.

We ensure all staff, volunteers, students and parents are made aware of our safeguarding policies and procedures.

We are dedicated to increasing safeguarding confidence, knowledge and good practice throughout its training and learning programmes for adults, advocating support and representation for those in greatest need.

NB: A 'young person' is defined as 16–19-year-old. In an early years setting, they may be a student, worker, or parent.

A 'vulnerable adult' (see guidance to the Care Act 2014) as: 'a person aged 18 years or over, who is in receipt of or may need community care services by reason of 'mental or other disability, age or illness and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'. In early years, this person may be a service user, parent of a service user, or a volunteer.

Key commitment 1

- All staff understand that safeguarding is their responsibility.
- All staff receive adequate training in child protection matters and have access to the setting's policy and procedures for reporting concerns of possible abuse and the safeguarding procedures of Bromley Children Safeguarding Partnership.

- The Designated Safeguarding Lead receives weekly updated guidance from the NSPCC and ensures that policies and procedures are updated accordingly.
- The Designated Safeguarding Lead completes BSCP Safeguarding Audits to ensure all aspects of safeguarding are up to date within the setting. Any actions are followed up.
- All staff have adequate information on issues affecting vulnerability in families such as social exclusion, domestic violence, mental illness, substance misuse and parental learning disability, together with training that takes account of factors that affect children that arise from inequalities of race, gender, disability, language, religion, sexual orientation, or culture.
- All staff understand the principles of early help (as defined in Working Together to Safeguard Children, 2018 (Updated) and are able to identify those children and families who may be in need of early help and enable them to access it.
- All Staff understand BSCP thresholds of significant harm and understand how to access services for families, including for those families who are below the threshold for significant harm.
- All Staff understand their responsibilities under the General Data Protection Regulation and the Data Protection Act 2018, and understand relevant safeguarding legislation, statutory requirements and local safeguarding partner requirements and ensure that any information they may share about parents and their children with other agencies is shared appropriately and lawfully.
- All staff are confident to ask questions in relation to any safeguarding concerns, know not to just take things at face value but can be respectfully sceptical.
- All Staff understand that not all the risks that children face will happen within Crofton Early Learners and that they may be affected by, or may be exposed to harm in, different environments. This includes online environments. These experiences may also influence the way the children behave and live their lives in other situations. We try to remain vigilant about what might be happening in our local community.
- All staff understand our policy on promoting positive behaviour and follow it in relation to children showing aggression towards other children.
- Children have a key person to build a relationship with and are supported to articulate any worries, concerns or complaints that they may have in an age appropriate way.
- We use available curriculum materials for young children, taking account of information in the Early Years Foundation Stage, that enable children to be *strong, resilient, and listened to and heard*.
- All services seek to build the emotional and social skills of children and young people who are service users in an age-appropriate way, including increasing their understanding of how to stay safe.
- We adhere to the EYFS Safeguarding and Welfare requirements.
 - All staff and volunteers are informed that they are expected to disclose any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment with us).
 - We will notify the Disclosure and Barring Service of any person who is dismissed from employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of a child protection concern.
 - We have procedures for recording the details of visitors to the setting. Visitors are supervised in the setting at all times.

- We take security steps to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children.
- Steps are taken to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Staff do not use personal cameras or filming equipment to record images. Parents sign a consent form and have access to records holding visual images of their child. Any images of children are held securely in a locked cabinet when not in use.

Key Commitment 2

- Safeguarding is the responsibility of every person undertaking the work of the organisation in any capacity.
- We abide by Ofsted requirements in respect of references and Disclosure and Barring Service checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
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- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.
- Enhanced criminal records and barred lists checks and other suitability checks are carried out for staff and volunteers prior to their post being confirmed, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children. Trustees also undergo DBS checks.
- Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.
- Volunteers must:
 - be aged 17 or over;
 - be considered competent and responsible;
 - receive a robust induction and regular supervisory meetings;
 - be familiar with all the settings policies and procedures;
 - be fully checked for suitability if they are to have unsupervised access to the children at any time.
- Information is recorded about staff qualifications and the identity checks and vetting processes that have been completed including:
 - the disclosure and barring service reference number;
 - certificate of good conduct or equivalent where a UK DBS check is not appropriate;
 - the date the disclosure was obtained; and
 - details of who obtained it.
- There are procedures in place to prevent known abusers from coming into the organisation as employees or volunteers at any level.
- There are procedures for dealing with allegations of abuse against a member of staff, or any other person undertaking work whether paid or unpaid for the organisation, where there is an allegation of abuse or harm of a child. Procedures differentiate clearly between an allegation, a concern about quality of care or practice and complaints.
- There are procedures in place for reporting possible abuse of children or a young person in the setting.
- There are procedures in place for reporting safeguarding concerns where a child may meet the s17 definition of a child in need (Children Act 1989) and/or where a child may be at risk

of significant harm, and to enable staff to make decisions about appropriate referrals using local published threshold documents.

- There are procedures in place for reporting possible abuse of a vulnerable adult in the setting.
- There are procedures in place in relation to escalating concerns and professional challenge.
- There are procedures in place for working in partnership with agencies involving a child, or young person or vulnerable adult, for whom there is a protection plan in place. These procedures also take account of working with families with a 'child in need' and with families in need of early help, who are affected by issues of vulnerability such as social exclusion, radicalisation, domestic violence, mental illness, substance misuse and parental learning disability.
- These procedures take account of diversity and inclusion issues to promote equal treatment of children and their families and that take account of factors that affect children that arise from inequalities of race, gender, disability, language, religion, sexual orientation, or culture.
- There are procedures in place for record keeping, confidentiality and information sharing, which are in line with data protection requirements.
- We follow government and Local Safeguarding Partners guidance in relation to extremism.
- The procedures of Bromley Children Safeguarding Partnership must be followed.

Key commitment 3

- We have a 'designated safeguarding lead person', who is responsible for carrying out child, young person, or adult protection procedures.
- The designated safeguarding lead reports to a 'designated officer' responsible for overseeing all child, young person or adult protection matters.
- The 'designated safeguarding lead' and the 'designated officer' ensure they have links with statutory and voluntary organisations regarding safeguarding children.
- The 'designated safeguarding lead' and the 'designated officer' ensure they have received appropriate training on child protection matters and that all staff are adequately informed and/or trained to recognise possible child abuse in the categories of physical, emotional and sexual abuse and neglect.
- The 'designated safeguarding lead' and the 'designated officer' ensure all staff are aware of the additional vulnerabilities that affect children that arise from inequalities of race, gender, disability, language, religion, sexual orientation or culture and that these receive full consideration in child, young person or adult protection related matters.
- The 'designated safeguarding lead and the 'designated officer' ensure that staff are aware and receive training in social factors affecting children's vulnerability including
 - social exclusion
 - domestic violence and controlling or coercive behaviour
 - mental illness
 - drug and alcohol abuse (substance misuse)
 - parental learning disability
 - radicalisation

- The 'designated safeguarding lead' and the 'designated officer' ensure that staff are aware and receive training in other ways that children may suffer significant harm and stay up to date with relevant contextual safeguarding matters:
- abuse of disabled children
- fabricated or induced illness
- child abuse linked to spirit possession
- sexually exploited children
- children who are trafficked and/or exploited
- female genital mutilation
- extra-familial abuse and threats
- children involved in violent offending, with gangs and county lines.
- The 'designated safeguarding lead' and the 'designated officer' ensure they are adequately informed in vulnerable adult protection matters.

Key commitment 4

- There are procedures in place to ensure staff recognise children and families who may benefit from early help and can respond using local early help processes. Designated safeguarding leads should ensure all staff understand how to identify and respond to families who may need early help.
- Staff are supported to make the right decisions that enable timely and appropriate action to be taken.
- Designated Safeguarding Leads contribute towards local safeguarding arrangements to ensure that the views of the sector are heard at the highest level by:
 - ❖ Finding out how education and childcare are represented at a strategic level within Bromley Safeguarding Children Partnership structures.
 - ❖ Sharing their knowledge of the experiences of children in their cohort with Bromley Children Safeguarding Partnership leaders

Legal framework

Primary legislation

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| ▪ Children Act (1989 s47) | Disability Discrimination Act (1995) |
| ▪ Protection of Children Act (1999) | Human Rights Act (1998) |
| ▪ Adoption and Children Act 2002 | Criminal Justice and Court Services Act (2000) |
| ▪ The Children Act (Every Child Matters) (2004,s11) | Sexual Offences Act (2003) |
| ▪ Safeguarding Vulnerable Groups Act (2006) | Children Act (2004) |
| ▪ Children and Families Act 2014 | Childcare (Disqualification) Regulations 2009 |
| ▪ The Children and Families Act 2014 | Freedom of Information Act (2000) |
| ▪ Data Protection Act (2018) | Equalities Act (2006 + 2010) |
| ▪ Counter-Terrorism and Security Act (2015) | Care Act (2014) |
| ▪ Modern Slavery Act 2015 | Serious Crime Act 2015 |
| ▪ General Data Protection Regulation 2018 | Children and Social Work Act 2017 |

Legal Reference

- The Common Assessment Framework (2006)
- Working Together to Safeguard Children (2019)
- What to do if you're Worried a Child is Being Abused (HMG 2015)
- Framework for the Assessment of Children in Need and their Families (DoH 2000)
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2007)

- Statutory Guidance on on inter-agency working to safeguard and promote the welfare of children (DfE 2015)
- Statutory Framework for the Early Years Foundation Stage 2023
- Education Inspection Framework (Ofsted 2023)
- Keeping Children Safe in Education (2023)

Further guidance

- Safeguarding Children from Abuse Linked to a Belief in Spirit Possession (HMG)
- Safeguarding Children in whom illness is Fabricated or Induced (HMG 2007)
- Team Around the Child (TAC) and The Lead Professional (CWDC 2009)
- Safeguarding Disabled Children: Practice Guidance (DfE 2009)
- The Common Assessment Framework (CAF) guide for practitioners (CWDC 2010)
- The Common Assessment Framework (CAF) guide for managers (CWDC 2010)
- Safeguarding Children who may have been Trafficked (DfE and Home Office 2011)
- Multi-Agency Public Protection Arrangements (MAPA) (Ministry of Justice, National Offender Management Service and HM Prison Service 2014)
- Handling Cases of Forced Marriage: Multi-Agency Practice Guidelines (HMG 2014)
- Multi-Agency Statutory Guidance on Female Genital Mutilation (HMG 2016)
- Child Sexual Exploitation: Definition and Guide for Practitioners (DfE 2017)
- Information Sharing: Advice for Practitioners providing Safeguarding Services (DfE 2018)
- Revised Prevent Duty Guidance for England and Wales (HMG 2021)
- Inspecting Safeguarding in Early Years, Education and Skills Settings (Ofsted 2019, Updated 2021)
- www.bromleysafeguarding.org
- A brief guide to the Common Assessment Framework (CAF) within Bromley
- Disclosure and Barring Service: www.gov.uk/disclosure-barring-service-check
- NSPCC and CEOP Keeping Children Safe Online training: www.nspcc.org.uk/what-you-can-do/get-expert-training/keeping-children-safe-online-course

This policy was adopted by

CEL TRUSTEES

On

19 March 2024

Date to be reviewed

March 2025