

Child Protection and Safeguarding Policy

Statement of intent

Marlow Bottom Pre-school is fully committed to safeguarding and protecting the welfare of all children. Marlow Bottom Pre-school acknowledges its duty to act appropriately to any allegations towards a member of staff or volunteer, or towards any disclosures or suspicion of abuse.

The Pre-school understands its duty of care to safeguard children as detailed in the following guidance;

Working Together to Safeguard Children 2018.

What to do if a child is being abused-2015.

EYFS Framework 2021

Inspecting safeguarding in early years, education and skills settings-gov.uk

Bucks council EY childcare safeguarding guidance

Prevent Duty Guidance.

The Designated Safeguarding Officer will provide a direct point of contact for any staff member or volunteer who has a child protection concern.

Marlow Bottom Pre-school Designated safeguarding officers are:

TINA HORLER. Tel: 07592 388723

PAOLA MAHER. Tel: 07592 388723.

HELEN LEWIS Tel:07592 388723.

Further advice line for all staff : **The First Response Team on 01296 383962**

(Outside of office hours call: 0800 999 7677)

secure-cypfirstresponse@buckinghamshire.gov.uk

<https://www.buckssafeguarding.org.uk/childrenpartnership/>

Staff Responsibilities.

All staff and volunteers working within Marlow Bottom Pre-school must:

- Understand the different categories of abuse and neglect, and how to recognise the signs.
- Recognise that some parents/carers may require additional support in raising their children, for example as a result of mental health issues, learning disabilities, substance misuse or domestic abuse.
- Understand their responsibility to report any concerns that a child is being, or is at risk of being, abused or neglected. This includes reporting any concern they may have regarding another staff member or volunteer's behaviour towards a child or children.
- Understand the line of accountability for reporting safeguarding concerns, and be fully aware of the organisation's designated safeguarding officers and their role within the organisation.

Child Protection and Safeguarding Policy

Types of Abuse:

A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.

When children are suffering from physical, sexual or emotional abuse, this may be demonstrated through changes in their behaviour, or in their play. Where such changes in behaviour occur, or where children's comments gives us cause for concern, the pre-school will investigate.

Physical Abuse:

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional Abuse: The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capacity, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual Abuse: Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex), or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline

Child Protection and Safeguarding Policy

abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect: The persistent failure to meet a child's basic physical and / or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance misuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- Protect a child from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate care-givers) or
- Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Bumps & Bruises.

If a child arrives at pre-school bruised or bumped, the parent will be questioned and the details of the incident reported and signed as a true statement by the parent. A copy will be given to the parent. The form will be held in the incident file and if deemed necessary passed on to the child's next educational setting.

All members of staff are aware of the Continuum of need document and the four levels of need indicated on the Thresholds guidance and know the procedures for recording and reporting and accessing services to support the family if appropriate.

Child Sexual Exploitation.

This is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity: (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

Peer on Peer Abuse.

We have an awareness of peer on peer abuse and recognise the following:

- Children and young people are capable of abusing their peers.
- Peer on peer abuse relates to situations such as sexual exploitation, gang violence, financial abuse, coercive control and exploitative relationships.
- Staff are vigilant to challenge attitudes or behaviour that could escalate to peer on peer abuse.
- We encourage children to speak out, and we support children and parents to discuss their concerns. <https://www.gov.uk/bullying-at-school>

Female Genital Mutilation (FGM).

Child Protection and Safeguarding Policy

A collective term for a range of procedures which involves partial or total removal of the external female genitalia for non-medical reasons. We will report to the Police any suspicions or awareness of known cases of FGM, which is considered as child abuse in the UK. Tel: Nhs 0800 028 3550.

Fgmhelp@nspcc.org.uk

<https://www.gov.uk/female-genital-mutilation-help-advice>

Child Criminal Exploitation:

As set out in the Serious Violence Strategy, published by the Home Office, where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person under the age of 18 into any criminal activity: (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. Child criminal exploitation does not always involve physical contact; it can also occur through the use of technology.

Extremism: Extremism goes beyond terrorism and includes people who target the vulnerable - including the young - by seeking to sow division between communities on the basis of race, faith or denomination; justify discrimination towards women and girls; persuade others that minorities are inferior; or argue against the primacy of democracy and the rule of law in our society. Extremism is defined in the Counter Extremism Strategy 2015 as “the vocal or active opposition to our fundamental values, including the rule of law, individual liberty and the mutual respect and tolerance of different faiths and beliefs. We also regard calls for death of members of our armed forces as extremist.”

County Lines: As set out in the Serious Violence Strategy, published by the Home Office, County Lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other forms of ‘deal line’. They are likely to exploit children and vulnerable adults to move and store the drugs and money, and they will often use coercion, intimidation, violence (including sexual violence) and weapons.

Prevent Duty Guidance.

Prevent Lead is **Tina Horler- Manager.**

All schools and childcare providers are subject to a duty under section 26 of the Counter Terrorism and Security Act 2015 to have “due regard” to the need to prevent people from being drawn into terrorism”. This duty is known as Prevent Duty.

Child Protection and Safeguarding Policy

Staff complete training to ensure they are able to identify children or their families who may be vulnerable to radicalisation, and know what to do when they are identified.

We also build our children's resilience to radicalisation by promoting fundamental British Values-sharing and caring, education of different faiths and beliefs, and teaching respect and acceptance of each other's differences.

All staff are instructed to challenge extremist and radical views and report as necessary to the designated safeguarding officer. Prevent duty guidance. **Tel 0800 011 3764**

If a member of staff has a concern about a particular child or their family they will follow the settings normal safeguarding procedures.

Procedure for Disclosure of abuse:

If a child or young person discloses that abuse or inappropriate behaviour has / may / is taking place, you should:

- Listen to the child. Allow them to tell you what has happen in their own way, and at their own pace. Do not interrupt a child.
- Remain calm. Be reassuring and supportive but try not to respond emotionally.
- Do not ask leading questions. Only ask questions if you are seeking clarification about something they have said. Use TED; Tell, Explain, Describe.
- When you are able to, make an accurate record of what you have been told, taking care to note any times, dates or locations mentioned. Use the child's own words where possible. Do not substitute anatomically correct names for body part names used by the child.
- Reassure the child that they did the right thing in telling someone and you are glad they told you. Reassure the child that they have not done anything wrong.
- Do not promise to keep their disclosure a secret, but reassure the child that you will only share the information with the right people who will be able to help them. Explain what you will do next.
- At your earliest opportunity, speak to your Safeguarding Lead regarding the disclosure.

If your Safeguarding Lead and deputy Safeguarding Lead are not available, ring First Response for advice. **01296 383962** within 24hours (0800 999 7677 out of hours), complete a Multi-Agency Referral Form (MARF-available online) and follow the advice given.

<https://www.buckssafeguarding.org.uk/childrenpartnership/reporting-a-concern/>

If there is immediate risk of harm to a child DO NOT DELAY, ring 999

Child Protection and Safeguarding Policy

Partnership with Parents

- Parents are normally the first point of contact. If a suspicion of abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the local Buckinghamshire Safeguarding Children's Partnership (BSCP) does not allow this. This will usually be the case where the parent is the likely abuser. In these cases the investigating officers will inform parents.
- The Pre-school takes every step in its power to build up trusting and supportive relations among families, staff and volunteers in the group.
- Where a concern does not meet the criteria for a First Response referral but it is apparent a family needs help we will refer to BSCP and the continuum of need document. With the parent's consent, we will refer them to the appropriate services or contact First response for advice.

Additional support levels:

- Level 1 –children whose needs are met through universal services.
- Level 2 –children with additional needs showing early signs of vulnerability requiring early help.
- Level 3- children in need who require statutory or specialist services and targeted early help.
- Level 4-children who are suffering or likely to suffer significant harm.

Allegations of abuse against staff and volunteers

Disclosures of abusive or inappropriate behaviour towards children may be made in relation to staff members or volunteers within the pre-school. Alternatively, staff members or volunteers may have concerns regarding behaviour they have witnessed from another member of staff or volunteer towards children.

The safeguarding poster is displayed in the pre-school foyer with information on how to complain about a staff member or volunteer including allegations of abuse.

The named lead for managing allegations is:

TINA HORLER (Manager) 07592 388723.

tina.horler@marlowbottompreschool.org.uk

Kylie Palmer (Committee Safeguarding Lead)

kyliebradley64@yahoo.co.uk

In response to any allegation, the named person should respond in line with the BSCB Procedure for Managing Allegations and, where appropriate, must contact the **Local Authority Designated Officer (LADO) on 01296 382070**

If the concern relates directly to the named lead for managing allegations, LADO can be approached directly for advice.

In order to support the managing allegations process, the pre-school will:

Child Protection and Safeguarding Policy

- Follow all advice given by the LADO throughout the investigation process, including how to manage the staff member or volunteer against whom the allegation is made, as well as supporting other staff within the workplace.
- Follow all advice given by the LADO relating to supporting the child making the allegation, as well as other children and young people connected to the organisation.
- Ensure feedback is provided to the LADO about the outcome of any internal investigations within your agency.

Should an individual staff member or volunteer be involved in child protection, other safeguarding procedures or Police investigations in relation to abuse or neglect, they must inform the Pre-school Manager.

Within 24 hours all allegations against staff or volunteers or committee members must be reported to:

Local Authority Designated Office (LADO) Children & young People
Walton Street Offices
Aylesbury
Bucks
Tel – **01296 382070**

The Early year's designated senior manager can provide advice and support in the case of an allegation or query. Tel: 01296 387111.

Vanessa.mills@buckinghamshire.gov.uk

All allegations against staff must be reported to Ofsted as soon as possible or within 14 days. Tel 0300 123 4666

The use of mobile phones and cameras at Pre-school

- Visitors, volunteers and parents are reminded that they are not permitted to use mobile phones, cameras, internet enabled devices (smart phones) or videos to take or record images of children without consent from the Pre-school.
- Staff take photographs of the children during pre-school activities using the pre-school camera only. These are a good way of providing parents and children with a visual reference as well as an opportunity to share our events and reflect on how they are doing. The photographs are placed in the child's learning diaries and any unused photographs are shredded to maintain confidentiality.
- As confirmed in the Data Protection Act we ensure we have written consent to take photographs of the child from their parents/carers and the child is happy for us to do so. We have a duty to safeguard the privacy, dignity, safety and wellbeing of children and their families.

Child Protection and Safeguarding Policy

E Safety/ Safety.

Children and young people growing up in the digital world use the internet as an everyday social utility, to communicate and to organize their lives.

The best way to protect children online is through education and conversation with them. Knowing that they can come to you or another trusted adult is the best way to keep them safe.

The Child Exploitation and Online Protection command (CEOP) is part of the national Crime Agency committed to tackling the sexual exploitation and abuse of children both online and offline.

They have used their unique experience and expertise in the online behaviours of children and young people to develop a national education and awareness programme called ThinkUKnow. <https://www.thinkuknow.co.uk/>

All information emphasises the positive aspects of the internet whilst highlighting the risks and how to stay in control of them.

<https://www.ceop.police.uk/Safety-Centre/How-can-CEOP-help-me-YP/How-can-CEOP-help-me-parent/>

Referral process for e-safety concerns.

- Low level bullying: the lead person for anti-bullying within organisation.
- Significant harm to a child/young person: consult designated person for child protection within organisation. Follow organisation's safeguarding procedures www.bucks-lscb.org.uk
- Allegations against a member of staff or a volunteer: Follow organisation's procedures for allegations management and refer to the Local Authority Designated Officer – see www.bucks-lscb.org.uk
- Emergency situations: (where immediate significant harm to a child is occurring or anticipated) - contact the Police directly and without delay.
- Criminal activity: (for example child pornography, extreme violence or extremist behaviour) – report to the Police without delay. <https://www.buckssafeguarding.org.uk/childrenpartnership/professionals/e-safety-advice-and-information/>

Confidentiality.

- All staff and volunteers are aware of the confidential nature of child protection information and all investigations are kept confidential and shared only with those who need to know under the guidance of the Bucks Safeguarding Children's Partnership (BSCP).
- Child protection concerns, disclosures from children or safeguarding allegations made against another staff member or volunteer MUST NOT be discussed across the workforce

Child Protection and Safeguarding Policy

This policy was agreed and adopted at a Committee Meeting held on	
Signed	For and on behalf of Marlow Bottom Pre-school CIO

Child Protection and Safeguarding Policy