



1.0 SAFEGUARDING AND CHILD PROTECTION POLICY

Brockham Green Nursery recognises that unfortunately child abuse does happen. Adults who have concerns about a child always find this upsetting; however, we must remember that the care and safety of children must always be paramount. Therefore, any suspicion of abuse will be responded to promptly and appropriately. On joining the nursery all staff must attend a Safeguarding Children training course and this must be updated every 2 years (for all levels of staff)

Brockham Green Nursery Designated Safeguarding lead - Emma Robinson (Deputy Supervisor)
Brockham Green Nursery Deputy Safeguarding lead - Kim Peters (Supervisor)

‘SAFEGUARDING CHILDREN IS EVERYONE’S RESPONSIBILITY; FOR SERVICES TO BE EFFECTIVE EACH PROFESSIONAL AND ORGANISATION SHOULD PLAY THEIR FULL PART AND SHOULD BE BASED ON A CLEAR UNDERSTANDING OF THE NEEDS AND VIEWS OF THE CHILDREN’ (Working together to safeguard children; 2023)

Definition of safeguarding and child protection

Safeguarding and promoting the welfare of children is defined as; protecting children from maltreatment.

Preventing impairment of children’s health and/or development.

Ensuring children are growing up in circumstances consistent with the provision of safe and effective care.

Taking action to ensure all children have the best outcomes.

Child protection is a part of the safeguarding and promoting welfare

It refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer significant harm.

It will be made clear to applicants for posts within the nursery, paid or voluntary, that the position requires an enhanced DBS check (see recruitment notes for additional required information for applicants for paid positions). The Disclosure and Barring Service will be used to help make safer recruitment decisions and prevent unsuitable people from working with vulnerable people. Applicants for positions within the setting are clearly informed that the positions are exempt from the Rehabilitations of Offenders Act 1974.

We recognise that abuse takes many different forms including;

Physical

Emotional

Neglect

Sexual, and child sexual exploitation

All staff receive training to recognise the signs and indicators of abuse and this training is updated regularly.

All members of staff are also made aware of other specific safeguarding concerns;-

Bullying and Cyberbullying

Bullying encompasses a range of behaviours which may be combined and can involve people of any age and happen anywhere. Verbal abuse, name calling and saying nasty things about a child or their family. Physical abuse, hitting, pushing a child or physical assault. Emotional abuse, making threats, undermining a child, excluding a child from a friendship group or activities. Cyberbullying, excluding a friend from online games, activities or friendship groups, sending threatening or upsetting messages, setting up hate sites or groups. Bullying and cyber bullying can be a form of discrimination, particularly if it is based on a child's disability, race, religion or belief, gender identity or sexuality.

Bruising in infants and children not independently mobile

A child is considered non mobile if they cannot crawl, pull to stand, cruise or walk (babies who can roll are classified as non-mobile). Any bruising on a child who is not independently mobile should be treated as a potential safeguarding concern and should be reported to the Manager or DSL and the correct procedures should be followed.

Child exploitation including CSE

Child criminal exploitation is common in county lines and occurs 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. This can also include child sexual exploitation coercing a child into sexual activities. Child sexual exploitation does not always involve physical contact, it can occur through the use of technology.

Domestic abuse

Domestic abuse is any type of controlling, coercive, threatening behaviour, violence or abuse between people who are, or have been in a relationship, regardless of gender or sexuality. It can also happen between adults who are related to one another. It can include coercive control, physical abuse, emotional abuse, sexual abuse and rape, stalking and harassment, economic and financial abuse, technology-facilitated abuse. Domestic abuse always has an impact on children and being exposed is child abuse. It may affect their behaviour, ability to learn and mental wellbeing. All staff should be aware and will recognise a change in a child's general wellbeing.

Gangs and youth violence

As a setting we focus on preventative measures to reduce the risk of children becoming involved in gangs and experiencing violence, such as building their social skills and providing appropriate resources. We maintain close relationships with parents and carers and take a multi-agency approach seeking guidance and support where necessary, recognising risk factors such as family issues, peer influences.

Harmful sexual behaviour

HSB is developmentally inappropriate sexual behaviour displayed by children and young people which is harmful or abusive. Child on child sexual abuse is a form of HSB that takes place between children of any age or stage of development. As a nursery we provide a safe culture and environment and make sure that children can't hide away unseen by staff. We model kind behaviour and strive to be positive role models.

Human trafficking and modern-day slavery

As a nursery we focus on prevention, identification, and response within our setting. Our policies emphasize raising awareness among staff and children, creating a safe environment for reporting concerns, and ensuring appropriate safeguarding procedures are in place. Key components include training staff to recognize indicators of trafficking, establishing clear pathways, and collaborating with other agencies to support potential victims.

Neglect

Referring to a pattern of failing to provide for a child's basic needs, including adequate food, clothing, hygiene, supervision or shelter. This can lead to a serious impairment of a child's health and brain development. Any suspicion of neglect should be reported immediately to the Manager or DSL and procedures will be followed. Cases of neglect highlight the importance of knowing your families and the children's backgrounds and working with multi agencies to intervene and support where necessary.

Online safety risks to children

Our setting has a comprehensive policy to protect children from potential risks associated with technology and the internet. Children should be supervised when using the internet and accessing online content. Our nursery has a strict no phone policy and only devices belonging to the setting are used (by staff only)

Radicalisation, extremism and terrorism

At Brockham Green Nursery we adhere to our Prevent duty policy which aims to safeguard children from being drawn into terrorism. This involves having robust safeguarding policies and procedures in place to identify children at risk and ensuring staff are trained to recognise potential indicators of radicalization.

Self-harm

Our policy on self-harm is to focus on prevention, early identification, and appropriate support for children exhibiting self-harming behaviours. Staff training, creating a safe and secure environment, open communication with parents and carers and implementing support plans. It's crucial for all staff to know that self-harm is often a coping mechanism for distress and we should prioritise understanding and addressing the underlying causes.

Sexual abuse and recognising grooming

Those most at risk of sexual abuse are those that are least able to tell anyone what is happening. This includes children with disabilities, those who are yet able to speak, and those that don't understand what is happening to them. Signs of abuse could include a change in behaviour, deterioration in child's well-being, unexplained bruising and marks, children's comments that cause

concern, engaging in inappropriate play. "Grooming is a process that involves the offender building a relationship with a child and sometimes with their wider family, gaining their trust and a position of power over the child, in preparation for abuse" We have strict safeguarding policies to recognise abuse and intervene as early as possible. Any suspicion of sexual abuse or grooming will be reported immediately and the correct procedures followed. All staff are trained to recognise signs.

Honour based violence and forced marriage

Honour based violence is a type of domestic abuse which occurs in the name of so called honour. Some families believe that certain actions bring shame on the family and may react with punishment. If signs of HBV are present at nursery either with a parent or staff member, we will act and follow our safeguarding policies to keep children safe in the environment as well as seeking support for the adult involved.

Unconscious bias

At Brockham Green Nursery we aim to create a learning environment free from prejudice and discrimination. We recognise and address hidden biases in staff interactions and practices, ensuring all children and families feel valued and included. This requires proactive measures like staff training, inclusive curriculum and resources and open communications with families.

Staff and Volunteers/ Recruitment

We ensure all staff, volunteers and parents are aware of our Safeguarding and Child Protection Policy and Procedures.

Candidates are informed of the need to carry out 'enhanced disclosure' checks with the Disclosure and Barring Service before posts can be confirmed. The setting will require references for any possible applicant before an interview so that any concerns can be addressed beforehand. No open references (To Whom It May Concern) will be accepted and the Nursery will apply for any references from the candidates' current employer. Any references will be compared to the application to make sure information provided matches and contact may be made to referees if the information seems vague or insufficient. Any successful candidate will not be left unsupervised until their DBS check is completed and clear.

Any volunteers at the setting will be mentored, and will not work unsupervised.

We abide by Ofsted requirements in respect of references and the Disclosure and Barring Service checks for staff and volunteers, to ensure that no disqualified person works at the setting or has access to the children.

We have steps in place to ensure that we have control of who comes into the setting so that no unauthorised person has unauthorised access to the children.

The staff have regard to the Government statutory guidance 'Working Together To Safeguard Children 2023'

Regular training and updates are sent to staff. Time off is offered to attend courses when necessary. Safeguarding training is also necessary for the Chairperson of the committee. All staff will attend a Safeguarding refresher course every 2 years and all staff are required to have a paediatric first aid training.

Allegations against individuals who work or volunteer with children, should be reported to Lado within 24 hours with Ofsted being notified within 14 days of a Lado referral. This includes low level

concerns that while not meeting the threshold of formal allegations, still raise concerns about the wellbeing of children or individuals i.e.: Being overly friendly with children, Having favourites, Engaging in one to one interactions in secluded area, Humiliating children or using inappropriate language. Where a member of staff or volunteer is dismissed from the setting because of misconduct relating to a child, we notify Surrey County Council Social Care Team so the name may be included on the Protection of Children and Vulnerable Adults Barred list. See Whistleblowing.

Surrey Lado;- 0300 123 1650

Email;- lado@surreycc.gov.uk

Email;- edt.ssd@surreycc.gov.uk for concerns about an adult.

Whistleblowing

Concerns about individuals who work or volunteer with children. At Brockham Green Nursery we ensure that all concerns are dealt with effectively and efficiently and will protect as best we can the confidentiality of those who raise the concern. Surrey's LADO procedure will be followed where it is alleged that anyone working in the setting has behaved in an inappropriate manner, harming or may have harmed a child. Including possibly having committed a criminal offence against or related to a child, or behaved towards a child that indicates they may pose a risk of harm to children. This can also include any incidents outside of the setting, known as transferable risk.

Procedures How to raise a concern;-

- Concerns should be raised with the Nursery Manager or Designated Safeguarding Lead immediately (Kim Peters/ Emma Robinson)
- If the concern is about the manager/ safeguarding lead, then the concern needs to be raised with a trustee who is not employed by the nursery, such as the Chairperson of the committee. If they are not available then the LADO must be contacted immediately (all details and contacts are available on the safeguarding noticeboard)
- Once an allegation has been made and received then the Nursery manager/ Safeguarding Lead/ Chairperson will contact the LADO as part of the mandatory duty on 0300 123 1650 lado@surreycc.gov.uk immediately and before taking any action.
- Following a consultation with the LADO the parents will be informed immediately unless there is a good reason not to.
- If the person is deemed to be an immediate risk to children or/and there is evidence of a criminal offence, then the manager/ DSL or trustee will involve the police immediately.
- . Working with LADO, the nursery will determine how to proceed and whether the matter is to be investigated internally. If necessary the allegation may need to be referred to the Police and/or Children's social care.
- . Any parent with a concern about the behaviour or actions of a staff member or volunteer are asked to speak to the Nursery Manager or Chairperson. They would be asked to fill in a complaints form and follow procedures in the complaints policy.
- . Staff/volunteer will not be permitted to work in the setting whilst an investigation is being carried out.
- Staff should seek advice from the Early Years Alliance.

Low Level Concerns

A low level concern is any concern, no matter how small, that may cause a feeling of unease or doubt, that a member of staff or volunteer has acted in a way that;-

- Is inconsistent with the settings policies
- Does not meet the harm threshold
- Is not deemed as serious enough for a LADO referral

The purpose of reporting low level concerns is to create and embed a culture of openness, trust and transparency in which the settings values and expected behaviours are upheld. These should be monitored and reinforced by all staff constantly. The setting creates an environment where staff are encouraged and feel confident to self refer where they have found themselves in a situation. Staff members should report to the Nursery Manager or Trustee with any concerns in a timely manner and if the Manager or Trustee has any doubt whether the information shared is a low level concern or meets the harm threshold then they will consult with LADO.

Procedures for the prevention of abuse

- If a child has an accident outside of the Nursery hours, the parents are asked to inform the staff and fill in and sign a Bumps and Bruises form detailing what happened and the injury the child occurred. The form is then signed by the Supervisor or a member of staff. The form is kept in the child's individual section of the Accident and Incident file.
- Any accidents that take place within Nursery hours, staff will record information on the form, in the child's individual section of the Accident and Incident file. Parents are told of the accident and asked to sign the form.
- If the child has an injury to the head, parents will be telephoned as well as the information being recorded. Depending on the seriousness of the accident, the parents will either be asked to collect the child, or the child will be monitored by the staff for any signs of stress or deterioration. Parents would be telephoned to collect the child if this was the case.
- Parents are requested to sign the form for any obvious or unobvious injuries.
- The Accident and Incident file is regularly reviewed by the supervisor and if there is any cause for concern, procedures will be followed.
- All parents are asked to inform staff who is the legal guardian of the child.
- The management team must intervene at an early stage when staff are seen to be experiencing difficulty or demonstrating impaired function in their relationship with a child, parent or carer.
- Staff record information in a 'changing children' blue book when children's clothing has been changed due to being wet or soiled, parents will then be informed at collection time. The book is also signed if a member of staff has had to assist with toileting.

Responding to the suspicion of abuse

- We acknowledge that the abuse of children can take different forms - Physical, Emotional, Neglect and Sexual abuse and exploitation.
- When children are suffering from these forms of abuse, this may be demonstrated in the things they say - directly or indirectly or through changes in their appearance, behaviour or play.
- Where concerns or evidence become apparent then the member of staff will liaise and discuss with the Safeguarding Lead and Deputy safeguarding lead and a decision will be made, after consulting the continuum of support, as to whether a consultation or referral with CSPA is

required based on the concerns raised with them. This information will be recorded and dated and kept in a separate personal child's book.

- We take care not to influence the outcome through the way we speak to children or by asking the children leading questions.
- Raising concerns and making referrals to Children's Single Point of Contact (CSPA), is the only point of contact for reporting concerns about the safety of a child, young person or adult. It aims to improve the safeguarding response for children and adults at risk of abuse or neglect through better information sharing and high quality and timely responses.
- The Surrey CSPA should be contacted if you would like to report a concern about the safety of a child, young person or an adult. However if the child already has a social worker, they should be contacted directly.
- Children's Single Point of Access (CSPA) • Tel; 0300 470 9100 Monday - Friday 9am-5pm
Email cspa@surreycc.gov.uk
Email edt.ssd@surreycc.gov.uk (out of hours team)

For adults contact Adult Social Care Tel; 0300 2000 1005

Email asc.infoandadvice@surreycc.gov.uk

- Referrals made to Children's Services are written on a Request for Support Form. If a referral is urgent, it is made verbally to the Children's Services and followed up by the Request for Support Form within 24 hours.
- IF A CHILD IS IN IMMEDIATE DANGER THE POLICE SHOULD BE CALLED
- If staff don't feel concerns have been dealt with appropriately, they should contact CSPA

Managing Allegations against Staff

- Parents are directed towards our complaints procedure should they be concerned about the behaviour or actions of staff or volunteers within the setting, which may include an allegation of abuse.
- We refer to the local authority guidelines when responding to any complaint that a member of staff or volunteer within the setting has abused a child.
- We respond to any disclosure by children or staff that abuse by a member of staff or volunteer within the setting, has or is still taking place, by recording all details, times, dates etc of any incident. Any complaint of such detail will be immediately (within 24 hours) referred to LADO (Local Authority Designated Officer) to coordinate information.

We would then report any alleged incident and details to Ofsted within 14 days.

- Duty LADO (Local Authority Designated Officer) Tel; 0300 123 1650 9am-5pm Tel; 01483 517898 out of hours for Emergency Duty Team

Recording Suspicions of Abuse

- If a child makes comments to staff that causes concern or staff observe changes in behaviour, deterioration in well being, unexplained bruising or marks. Staff will listen to the child, offer reassurance and give assurance that they will take action. Staff will always take the words and actions of a child seriously.
- All staff have a responsibility to protect children from all forms of abuse.

- Staff will not question the child or ask leading questions.
- Staff will write a record of the date and time of the observation or disclosure.
- Staff will write the exact words of the child, the name of the person to whom the concern is reported with the date and any other person present at the time.
- These records are signed and dated and kept separate in the child's personal and individual record book which are stored securely and confidentially.
- Confidentiality is of utmost importance.
- Parents are normally the first point of contact, unless doing so would place the child at an increased risk of harm (in a situation such as this then advice would be taken from CSPA).
- If a suspicion of abuse is recorded, parents are informed at the same time the report is made except where the guidance of the Surrey Safeguarding Children Partnership (SSCP) does not allow this.
- Once a referral has been made to CSPA they take full responsibility for future actions or enquiries.
- Information relating to suspicions and investigations of abuse will be kept confidential and shared only with those who need to know.
- Records relating to the above will be kept in a separate file.
- We notify Ofsted of any accident, incident or changes that may affect the wellbeing of children.
- We have a copy of 'What to do if you're worried a child is being abused' for information on what to do if concerned.

If a child reveals abuse

- Listen carefully to what they are saying
- Let them know they have done the right thing by telling you
- Tell them it's not their fault
- Say you'll take them seriously
- Don't confront the alleged abuser
- Explain what you'll do next
- Report what the child has told you as soon as possible

Child Abuse linked to faith or belief including Witchcraft (CALFBW)

- Child abuse linked to a faith or belief happens across the whole of the UK. In such cases a parent or carer has come to the view that a child is different and they may attribute this to being possessed. The term 'belief in spirit possession' is the belief that an evil force has entered a child and is controlling them.
- Genuine beliefs can be held by families, carers, religious leaders, congregations and the children themselves that evil forces are at work. Families can be extremely worried by the evil that they believe is threatening them, and abuse often occurs when an attempt is made to exorcise or 'deliver' the child.

Definitions of CALFBW

- The number of known cases of child abuse linked to accusations of 'possession' or 'witchcraft' is small but children involved can suffer damage to their capacity to learn, to their ability to form relationships and to their self esteem and well being. It is believed that many types and cases of abuse go unreported.

Belief in concepts of;-

- Witchcraft and spirit possession, demons or the devil acting through children or leading them astray (traditionally seen in some Christian beliefs)
- The evil eye or djinns (traditionally known in some Islamic faith contexts) and dakini (in the Hindu context)
- Ritual or multi murders where the killing of children is believed to bring supernatural benefits or the use of their body parts is believed to produce potent magical remedies
- Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being trafficked for domestic slavery or sexual exploitation
- Children with a disability may also be viewed as different and various degrees of disability have previously been interpreted as 'possession', from a stammer to epilepsy, autism or a life limiting illness.

Witchcraft

Witchcraft is known by many terms, Black magic, kindoki, ndoki, the evil eye, djinns, voodoo, obeah or child sorcerers. All link to a genuine belief held by the family or carers that a child is able to use an evil force to harm others

Oral Infant Mutilation (OIM)

OIM involves gouging out the teeth of a toddler or child to prevent common childhood illnesses. IOM is a traditional practice performed, usually by village healers but also by priests and midwives as an accepted remedy for illness.

As a Nursery it is vital that all staff members are familiar with CALFBW and how a child may present themselves and show signs that abuse may be taking place. Where there are concerns for a child that may be linked to witchcraft and spirit possession then contact will be made with CSPA and referrals procedure must be followed. The same will apply where the concerns relate to beliefs about the use of medical interventions or health treatment.

An assessment will be made to fully understand the background and context and an advisor should be considered where possible.

Policy guidelines will be followed when suspected abuse of a child is apparent.

Female Genital Mutilation (FGM)

- FGM is a form of child abuse. It's dangerous and a criminal offence in the UK.
- There are no medical reasons to carry out FGM.
- It's often performed by someone with no medical training, using instruments such as knives, scalpels, scissors and razor blades.
- Children are rarely given anaesthetic.
- It's used to control female sexuality and can cause long lasting damage to physical and emotional health.

FGM can happen at different times in a girl or woman's life, including;

- When a baby is newborn
- During childhood or as a teenager

- Just before marriage • During pregnancy

Signs of FGM

- A relative is visiting from abroad
- A female relative has undergone FGM
- A family arranges a long holiday overseas or visits family abroad during summer holidays
- A girl has an unexpected or long absence from school
- A girl struggles to keep up at school
- A girl runs away or plans to run away from home

Signs FGM may have taken place

- Having difficulty walking, standing or sitting
- Spending longer in the bathroom or toilet (for a pre school setting, noticing a difficulty passing urine)
- Appearing quiet, anxious or depressed
- Acting and behaving differently after an absence from the setting
- Reluctance from the fam in early yearsily to attend the doctors with the child
- Asking for help - though not being explicit about the problem due to being scared, embarrassed or unsure

Prevent Duty

The Prevent Duty in Early Years settings stemming from the Counter-Terrorism and security Act 2015, requires early year's providers to be vigilant in safeguarding children from the risk of radicalization and extremism. This duty involves creating a safe environment, promoting British values, and understanding how to respond to concerning behaviours.

Key aspects of the prevent duty

- Early years providers have a responsibility to protect children from harm, including the risk of radicalization and exposure to extremist ideologies.
- Promoting British Values includes our nursery fostering respect for individual liberty and mutual respect and tolerance of different faiths and beliefs.
- Staff will be aware and able to identify concerning behaviours that may indicate a child is at risk of radicalisation.
- Early Years settings should provide a safe space for children to discuss different viewpoints and develop resilience against extremist ideologies.
- Collaboration with other agencies, such as local authorities and the police, is crucial in fulfilling the Prevent Duty.
- If staff have concerns about a child, they should follow the Nurseries safeguarding procedures, including making referrals to the appropriate authorities.
- As with any other safeguarding issues, early intervention is crucial in preventing children from being drawn into terrorism.

How might it be recognised?

- Their behaviour or attitudes may change
- They may start talking about war or killing

- Their role play might be more violent
- Their patterns of attendance might change

Making referrals

- If there is a concern relating to radicalisation (PREVENT) we would call ACT (Action Counter Terrorism) anti-terrorism hotline 0800 789321. Also CSPA or use consultation line.

Babysitting/Childminding

- If a member of staff babysits or Childminds outside of the Nursery setting then it is made clear this has no representation of the Nursery itself and the staff member proceeds without Nursery involvement.

Social Networking

- Staff are made fully aware of the importance of confidentiality with regard sharing information on Facebook or any other networking sites.
- Staff are made aware that under no circumstances is any information or photographs to be shared in reference to Nursery on any social media networking sites.
- Information regarding the Nursery will not be shared on these sites.
- No photographs taken at the Nursery will be put on these sites.

Mobile Phones

To ensure the safety and welfare of the children in our care, we operate a personal mobile phone policy;-

- The Nursery stipulates that personal mobile phones will not be kept by the staff whilst in the care of the children but put in a container in the kitchen so that they can be seen at all times.
- Only emergency calls are to be taken.
- The mobile telephone belonging to the nursery is also put in a container and taken out on outings/ Forest School/ wonder walks etc.
- Any parent or family member for Stay and Play, or a visiting prospective family will also be asked to place their mobile phones into this container.

Digital devices

Digital devices include, but are not limited to, any device with camera, video or audio recording capabilities such as smart watches, fitbits and tablets.

- Digital devices if used for step counting can be used.
- Digital devices with cameras or have means of recording information will not be allowed to be worn in Nursery.

Looked after children

At Brockham Green Nursery we are committed to providing quality provision for all children and their families. We are committed to enabling all children to thrive and reach their full potential, and staff will do all they can for 'looked after' children to achieve this.

We recognise that 'looked after' children may have experienced trauma and traumatic experiences, either physical, emotional, neglect or sexual abuse. We also recognise that some children are 'looked after' for a variety of reasons. Whatever the reason, we recognise that a child's separation from their home/ family/ carer can have a significant impact on their lives and their emotional wellbeing.

Our Nursery treats all children individually. We recognise that for children to get the most out of educational facilities they need to be settled appropriately with their carer. We will liaise with the child's carer, and if applicable their social worker, to establish the length of time the child has been with the carer, how secure the child feels, and when it would be appropriate for the child to begin Nursery. Staff members are aware that a new environment, separation and new expectations could be overwhelming.

Where applicable we would liaise and contribute to the assessment of the child carried out by local authority assessment frameworks or Early Help assessment and any multi agency meetings.

Each child will be allocated a keyworker who will support the child initially with transition and settling in and then continue to support and build up a relationship with the child, carers and any other agency involved. Regular contact will be maintained with the carer, social worker, and any other professional where applicable.

Safe Eating

At Brockham Green Nursery we promote safe and healthy eating by prioritizing minimal choking hazards and promoting healthy eating habits. This includes ensuring children are seated properly on the correct sized chairs, supervising mealtimes and snack time closely, and preparing food appropriately to reduce choking. When providing food for the children we aim to provide a balanced and nutritious diet avoiding foods high in salt, sugar and saturated fats. We also promote healthy drinking habits and communicate with parents the importance of just water provided and not sugary squashes.