



Policy Statement: Safeguarding

"Providers must take all necessary steps to keep children safe and well ... Safeguard children: ensure the adults who have contact with children are suitable; promote good health; support and understand behaviour; and maintain records, policies and procedures"
(Statutory framework for the early years foundation stage, 2024)

"Providers must be alert to any issues of concern in the child's life at home or elsewhere. Providers must implement a policy and procedure to safeguard children. These should be in line with the guidance and procedures of the relevant local safeguarding partners (LSP). The safeguarding policy and procedures must include an explanation of the action to be taken when there are safeguarding concerns about a child and in the events of an allegation being made against a member of staff and covers the use of mobile phones and cameras in the setting." (Statutory framework for the early years foundation stage, 2024)

It is our policy to create a nursery environment in which children are safe, healthy and secure to enable children to learn better (Statutory framework for the early years foundation stage, 2024. Louise Otty, Katherine New and Amy Davies are the lead safeguarding practitioners (DSL) for both settings (Fledglings Day Nursery and Fledglings Lodge).

Procedure:

Concerns about a child:

If a member of staff is concerned about a child, they should discuss this with a nursery safeguarding lead and together agree the most appropriate course of action. This may be speaking with the family about the concerns or signposting to appropriate services to address the family's needs. Any concerns are recorded on a 'reporting a concern form'.

If there is any cause for concern they will report it to the relevant bodies, following the Local Safeguarding Children Board (LSCB) procedures which can be found at [Berkshire West Safeguarding Children Partnership - scp](#) (BWSCP)

(Staff should determine and then report to the borough the child lives in, see below).

If the child is in immediate danger than call 999.

West Berkshire: Please contact 'Contact Advice Assessment Service' (CAAS) within working hours on **01635 503090** for a member of staff to deal with your concern, alternatively email child@westberks.gov.uk

Reading: Please contact Children's Single Point of Access, via the BWSCP website.

Tel: **0118 937 3641**, 9am to 5pm, Monday to Friday (excluding bank holidays). Outside these hours, contact the Emergency Duty Service (EDS) on **01344 351999**.

Concerns about a member of staff:

If there are Safeguarding concerns about a member of staffs conduct, then the nursery **Whistleblowing policy** should be followed. This should promptly be disclosed to Louise, Katherine or Amy.

If it is inappropriate to make such a disclosure to either Louise, Katherine or Amy (i.e. because it relates to the owner/manager) you should contact the following Local Area Designated Officer (LADO) - Fledglings Lodge LADO - 01189372684 or Fledglings Day Nursery LADO - 01635503153

Terrorism:

Staff are aware that they must have **due regard to the need to prevent people being drawn into terrorism**. This is referred to in the Prevent Duty. Staff are also aware of the signs and indicators of extremism or radicalisation. If staff had any concerns, they would contact the Local Prevent Officer or LSCB as above. Staff are aware of the Department for Education telephone helpline (020 7340 7264) to enable staff and governors to raise concerns relating to extremism directly. Concerns can also be raised by email to counter.extremism@education.gsi.gov.uk

Training & Following Nursery Policies:

All staff understand that child abuse can be physical, sexual, emotional, neglect, domestic, or a mixture of these, and are aware of the signs and symptoms of these. (*Statutory framework for the early years foundation stage, 2024*)

All staff keep up to date with child protection issues and relevant legislation by taking regular training courses, staff meetings and nursery updates. In addition, Louise & Katherine and Amy attend Designated Safeguarding Lead training.

We follow the procedures outlined in our **Confidentiality policy**. We aim to share all information with parents but in some instances (where we are worried about a child's wellbeing) we may have to refer concerns without discussing with the parent/carer.

We work together with parents to make sure the care of their child is consistent - please refer to our **Partnership with Parents policy**.

Children will only be released from our care to the parent/carer or to someone named and authorised by them. A password agreed between us will be used to confirm identity if the person collecting the child is not previously known to us. Children will not be released into the care of anyone that we have reason to believe is under the influence of drugs or alcohol.

Working with Parents/Carers:

Parents must notify the nursery of any concerns they have about their child, and any accidents, incidents or injuries affecting the child, which have happened at home. Unless we believe that it would put the child at risk of further harm, we will discuss concerns with a child's parent if we notice:

- significant changes in children's behaviour;
- deterioration in children's general well-being;
- unexplained bruising, marks or signs of possible abuse or neglect;
- children's or parents' comments which give cause for concern, including expressing extremist views;
- any reasons to suspect neglect or abuse outside the setting, for example in the child's home; and/or
- inappropriate behaviour displayed by other members of staff, or any person working with children. For example, inappropriate sexual comments, excessive one-to one attention beyond the requirements of their usual role and responsibilities, or inappropriate sharing of images.

Special Educational Needs:

We recognise the additional barriers that exist when recognising the signs of abuse and neglect of children who have special educational needs and/or disabilities.

If a child tells a member of staff that they or another child is being abused, they will:

- Show that they have heard what they are saying, and that they take their allegations seriously.
- Encourage the child to talk, but not prompt them or ask them leading questions. They will not interrupt when a child is recalling significant events and will not make a child repeat their account.
- Explain what actions which must be taken, in a way that is appropriate to the age and understanding of the child.
- Record what has been said using exact words where possible.
- Make a note of the date, time, place and people who were present at the discussion.
- Not make the assumption about who the allegation might concern. If a member of staff may be involved, the **Whistleblowing policy** will be followed.
- Inform the Lead Safeguarding Practitioner within the setting.

Ofsted

Staff will inform Ofsted without delay, of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether that allegation related to harm or abuse committed on the premises or elsewhere), or any other abuse which is alleged to have taken place. All members of staff have undergone enhanced DBS checks and all Students are supervised at all times (see **Policy on Students**).

Useful Documents to support this Policy:

<https://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2>

<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

<https://www.gov.uk/government/publications/prevent-duty-guidance>