

JOEY'S CHILDCARE

Safeguarding and Child Protection Policy

Setting Name: Joey's Childcare

Provider / Designated Safeguarding Lead (DSL): Rachel Joseph

Address: 11 Carrington Road, Richmond, Surrey, TW10

Registration Status: Awaiting Ofsted Registration

Local Authority: Achieving for Children

Date Written: 1st July 2026

Review Date: 1st July 2027

1. Policy Statement

At Joey's Childcare, safeguarding and promoting the welfare of children is my highest priority.

I am committed to providing a safe, secure and nurturing environment where children feel protected, valued and supported to thrive.

I recognise that safeguarding is everyone's responsibility and that all children have the right to be protected from harm, abuse, neglect and exploitation.

This policy is written in accordance with:

- Early Years Foundation Stage (EYFS) Statutory Framework
- Working Together to Safeguard Children
- Children Act 1989
- Children Act 2004
- Counter-Terrorism and Security Act 2015 (Prevent Duty)
- Data Protection Act 2018
- UK GDPR
- Achieving for Children safeguarding procedures

2. Child-Centred Approach

At Joey's Childcare, safeguarding practice is child-centred.

The needs, wishes, feelings and best interests of the child will always be the primary consideration when making decisions regarding their welfare and safety.

Every child has the right to:

- Feel safe
- Be listened to
- Be respected
- Receive appropriate support and protection
- Have their welfare promoted

3. Designated Safeguarding Lead (DSL)

As the childminder, I am the Designated Safeguarding Lead (DSL).

My responsibilities include:

- Managing safeguarding concerns
- Making referrals to relevant agencies
- Liaising with professionals
- Maintaining safeguarding records
- Ensuring safeguarding procedures are followed
- Keeping safeguarding knowledge and training up to date
- Ensuring children's welfare remains the priority

4. Definition of Safeguarding

Safeguarding means:

- Protecting children from abuse and neglect
- Preventing impairment of children's health or development
- Ensuring children grow up in safe and effective care
- Taking action to enable children to achieve the best possible outcomes

Child Protection is part of safeguarding and focuses specifically on protecting children who are suffering or are at risk of significant harm.

5. Types of Abuse and Safeguarding Concerns

I am aware of the signs and indicators of:

Physical Abuse

Including:

- Hitting
- Shaking
- Burning
- Poisoning
- Causing physical harm

Emotional Abuse

Including:

- Humiliation
- Intimidation
- Rejection
- Threats
- Persistent criticism

Sexual Abuse

Including:

- Inappropriate sexual contact
- Sexual exploitation
- Exposure to inappropriate sexual material

Neglect

Including failure to provide:

- Food
- Clothing
- Shelter
- Medical care
- Emotional support

Wider Safeguarding Concerns

I am also alert to:

- Domestic abuse
- Child Sexual Exploitation (CSE)
- Child Criminal Exploitation (CCE)
- County Lines activity
- Radicalisation and extremism
- Female Genital Mutilation (FGM)
- Forced marriage
- Honour-based abuse
- Fabricated or induced illness
- Peer-on-peer abuse
- Serious violence
- Online abuse
- Mental health concerns affecting welfare
- Bullying and discrimination

All safeguarding concerns will be taken seriously.

6. Recognising Concerns

I remain vigilant to signs that may indicate a child is at risk.

These may include:

- Unexplained injuries
- Changes in behaviour
- Withdrawal or anxiety
- Fear of certain adults
- Poor hygiene
- Inappropriate language or behaviour
- Frequent hunger
- Poor attendance
- Developmental concerns
- Sudden changes in emotional wellbeing

No single sign confirms abuse, but concerns will always be taken seriously.

7. Early Help

Some concerns may not meet child protection thresholds but may indicate that a child or family would benefit from additional support.

Where appropriate, I will:

- Discuss concerns with parents
- Seek advice from relevant professionals
- Access Early Help services
- Work collaboratively with families

Early intervention can help prevent problems from escalating.

8. Responding to a Disclosure

If a child makes a disclosure, I will:

- Stay calm

- Listen carefully
- Take the child seriously
- Reassure them they have done the right thing
- Allow them to speak freely
- Explain that I cannot keep secrets

I will not:

- Ask leading questions
- Investigate the concern
- Make promises I cannot keep
- Express shock or disbelief

If clarification is needed, I will only ask open questions such as:

“Can you tell me what happened?”

Following a disclosure, I will record and report the concern immediately.

9. Recording Concerns

All safeguarding concerns will be recorded accurately.

Records will:

- Be factual and objective
- Include dates and times
- Record the child’s exact words where possible
- Be signed and dated
- Distinguish fact from opinion
- Be stored securely

Safeguarding records will be retained in accordance with legal requirements.

10. Reporting Concerns

Step 1 – Record

I will:

- Record concerns immediately
- Include factual observations
- Record any disclosure accurately

Step 2 – Seek Advice or Refer

Concerns About a Child or Family

Single Point of Access (SPA) – Richmond

Telephone: [020 8547 5008](tel:02085475008)

Out of Hours Emergency Duty Team: [020 8770 5000](tel:02087705000)

Immediate Danger

If a child is at immediate risk of harm:

Emergency Services: 999

Concerns About an Adult

If concerns involve:

- Myself
- An assistant
- Household members
- Visitors
- Volunteers
- Contractors

I will contact the Local Authority Designated Officer (LADO) immediately and follow their guidance.

11. Allegations Against Adults

Any allegation against an adult connected with the setting will be:

- Taken seriously

- Reported immediately to the LADO
- Reported to Ofsted where required
- Managed confidentially
- Recorded appropriately

I understand my role is to report concerns, not investigate them.

12. Prevent Duty

Under the Prevent Duty, I have a legal responsibility to help prevent children from being drawn into extremism or radicalisation.

I will:

- Remain alert to concerns
- Seek advice where needed
- Report concerns appropriately
- Promote tolerance, respect and British Values

Any concerns will be managed in accordance with safeguarding procedures.

13. Domestic Abuse

I recognise that children who witness domestic abuse are victims in their own right.

Domestic abuse may significantly affect a child's:

- Emotional wellbeing
- Behaviour
- Development
- Sense of safety

Any concerns regarding domestic abuse will be treated as safeguarding concerns.

14. Online Safety

Children will be protected from online risks by:

- Ensuring appropriate supervision
- Using age-appropriate resources
- Restricting access to unsuitable content
- Monitoring technology use
- Promoting safe digital practices

Online safeguarding concerns will be addressed in the same way as other safeguarding concerns.

15. Use of Mobile Phones and Cameras

To protect children:

- Mobile phones and recording devices will be used appropriately
- Photographs will only be taken with parental consent
- Images will be stored securely
- Children's images will not be shared on social media without explicit consent

Further information can be found in the Mobile Phones and Cameras Policy.

16. Attendance and Welfare Concerns

I will monitor children's attendance and wellbeing.

Concerns may arise where there are:

- Repeated unexplained absences
- Significant changes in attendance patterns
- Ongoing welfare concerns

Where appropriate, concerns will be discussed with parents and referred to relevant agencies.

17. Safer Recruitment and Suitability

To help ensure children's safety:

- All household members aged 16 and over will have appropriate DBS checks
- Suitability requirements will be maintained
- Any assistants will be appropriately vetted
- Assistants will receive safeguarding information and supervision

Children's welfare will always be paramount.

18. Safer Working Practice and Professional Conduct

I will maintain professional boundaries at all times.

This includes:

- Appropriate behaviour with children
- Safe use of technology
- Appropriate communication with families
- Respecting confidentiality
- Maintaining professional conduct

Children will always be treated with dignity and respect.

19. Training

I am committed to maintaining up-to-date safeguarding knowledge.

This includes:

- Safeguarding and Child Protection training
- Paediatric First Aid training
- Prevent Duty awareness training
- Ongoing safeguarding updates
- Reviewing current legislation and guidance

Training will be refreshed as required.

20. Missing Child

Any missing child incident will be managed in accordance with the Missing Child Policy.

Immediate action will be taken to:

- Locate the child
- Protect the child from harm
- Contact emergency services where necessary
- Inform parents
- Record and review the incident

21. Confidentiality and Information Sharing

Information will be:

- Stored securely
- Shared on a need-to-know basis
- Managed in accordance with UK GDPR and the Data Protection Act 2018

However, safeguarding concerns will be shared with relevant professionals where necessary to protect a child.

The welfare of the child takes precedence over confidentiality.

22. Working with Parents

I aim to build open, honest and respectful relationships with parents.

Where appropriate, concerns will be discussed with parents.

However, parental consent is not required where seeking consent may:

- Place a child at risk
- Compromise an investigation
- Delay necessary safeguarding action

Children's safety will always be the priority.

23. Whistleblowing

If I have concerns regarding unsafe, unethical or poor safeguarding practice, I will follow the Whistleblowing Policy.

Concerns may be reported to:

- Ofsted
- Local Authority
- LADO
- NSPCC Whistleblowing Advice Line

All concerns will be taken seriously.

24. Ofsted Notification Requirements

Ofsted will be notified of significant safeguarding incidents as required by law, including:

- Serious childcare incidents
- Allegations against adults connected to the setting
- Significant safeguarding concerns
- Changes affecting suitability

Notifications will be made within required timescales.

25. Key Contacts

Single Point of Access (SPA)

[020 8547 5008](tel:02085475008)

Emergency Duty Team

[020 8770 5000](tel:02087705000)

LADO (via Achieving for Children)

[020 8547 5008](tel:02085475008)

Ofsted

[0300 123 1231](tel:03001231231)

NSPCC Whistleblowing Advice Line

[0800 028 0285](tel:08000280285)

Emergency Services

999

26. Monitoring and Review

This policy will be:

- Reviewed annually
- Updated following legislative changes
- Updated following safeguarding guidance updates
- Reviewed following any significant safeguarding incident
- Shared with parents and relevant adults connected to the setting

Final Statement

At Joey's Childcare, I am committed to creating a safe, secure and nurturing environment where children feel protected, valued and respected.

Through vigilance, partnership working, professional conduct and prompt action, I will do everything possible to safeguard children and promote their welfare, ensuring they are given the best opportunity to thrive and achieve their full potential.

Signed: _____

Date: _____