

Safeguarding Policy

Policy Created: 4th June 2024 (review June 2025)

This policy will be reviewed on an annual basis (or as required) as a reflection of my commitment to safeguarding children and their families. This will be in addition to ongoing reflection, review and update of my practice which includes ongoing training and professional development.

My Commitment to Safeguarding Children

As a childminder registered with tiney I am the Designated Safeguarding Lead in the setting and must take lead responsibility for safeguarding children. The welfare of children in my care is paramount. Therefore, my primary responsibility will always be to the child. I also ensure that any person I work with is suitable to do so, has the relevant training and has passed any required checks to fulfil their roles.

Myself and any assistants follow the guidance set out in 'Working together to safeguard children' and 'Prevent duty guidance for England and Wales'. In addition I ensure my policies are in line with the Early Years Foundation Stage (EYFS) Statutory Framework For Childminders and other relevant legislation.

What the EYFS states:

3.1 Children learn best when they are healthy, safe, secure, when their individual needs are met, and when they have positive relationships with the adults caring for them.

3.2 This section of the framework sets out the safeguarding and welfare requirements childminders must meet. They are designed to help childminders create a high quality, welcoming, and safe setting where children can enjoy learning and grow in confidence.

3.3 Providers must take all necessary steps to keep children safe and well.

Page 15 of the EYFS Statutory Framework For Childminders (2024)

The NSPCC Definition of Safeguarding and Child Protection:

Safeguarding is the action that is taken to promote the welfare of children and protect them from harm.

Safeguarding means:

- protecting children from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

Child protection is part of the safeguarding process. It focuses on protecting individual children identified as suffering or likely to suffer significant harm. This includes child protection procedures which detail how to respond to concerns about a child.

My Responsibility as a Designated Safeguarding Lead

Recognise, Record, Refer:

- I will update my safeguarding training regularly and at least every three years.
- I will identify, understand and respond appropriately to the signs of possible abuse and neglect.
- I will record any cause for concern promptly and accurately.
- If necessary I will notify the local authority children's social care team in which the child resides (MASH or equivalent) in line with their local reporting procedures. In emergencies I will contact the police.
- In the event of a serious accident or injury or death I will notify the LSP (Local Safeguarding Partnership), my insurer and any advice given will be followed.

Household Members, Assistants and Regular Visitors:

I will ensure that every person aged 16 or over in my home and anyone in regular contact with children in my care, including assistants and regular visitors has passed any required checks to fulfil their roles and has the relevant training (where appropriate). DBS certificates are available for parents/carers to view on request.

I will not allow anyone whose suitability has not been checked, including through a criminal records check, to have unsupervised contact with the children being cared for.

Allegations

I will report any allegations of abuse alleged to have been committed on my premises or elsewhere (for example on a visit) against anyone who is living in, working, or looking after children at the premises to the Local Authority Designated Officer (LADO) or equivalent as well as they immediately.

If I suspect a child is being abused:

In line with the EYFS I will pay particular attention to -

- Significant changes in children's behaviour.
- A decline in children's general well-being.
- Unexplained bruising, marks or signs of possible abuse or neglect.
- Concerning comments from children.
- Inappropriate behaviour from assistants, or any other person working with the children. This could include: inappropriate sexual comments; excessive one-to-one attention beyond what is required through their role; or inappropriate sharing of images.
- Any reasons to suspect neglect or abuse outside the setting, for example in the child's home or that a girl may have been subjected to (or is at risk of) female genital mutilation.
- Any other concerns I may have about abuse occurring in the child's home including regular non-attendance

If doing so would not cause additional risk to the child I will initially speak directly to the parent/carer about my concerns. If my concerns persist I will report these to the local authority children's services and the police if appropriate and follow their advice. In these circumstances, I will give all the information required to the relevant authority, including any confidential information that may be appropriate.

If I am made aware of private fostering arrangements:

If I suspect a child in my care is subject to a private fostering arrangement I have a legal duty to report it to the local authority where the child is resident. I will contact them on **0345 606 1212** or **0345 7627**

<https://www.essex.gov.uk/adult-social-care-and-health/report-concern-about-adult-or-child/report-concern-about-child>

If I suspect a child and/or a parent/carer is at risk from radicalisation:

I will contact the national Prevent advice line **0800 011 3764** to seek advice for anyone I suspect is vulnerable to being drawn into terrorism. I will also ensure I actively assess the risk of children in my setting being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology.

Drugs and Alcohol:

I will ensure that no one in my home is under the influence of drugs or alcohol that could affect their ability to care for children.

I will not release a child from my home into the care of an adult I suspect is under the influence of drugs or alcohol. In this situation, I will endeavour to contact any one else who is authorised to collect the child. If no one is available to collect the child I will contact the local authority children's services team and follow their advice.

Use of mobile phones, cameras and other electronic devices with imaging and sharing capabilities

I am registered with the Information Commissioner's Office (ICO) as a data controller. I will use my mobile phone or other digital devices (including tablet or laptop) during the working day in certain circumstances. My devices are password protected and stored safely to minimise the risk of being lost or stolen.

What I will do:

Make sure I am contactable in the event of an emergency

Take necessary phone calls to do with my business

Use the tincy app for secure messaging, taking photographs to help with observations and recording children's progress. If my phone or device is lost I will notify tincy immediately to prevent any unauthorised access of my account.

Store emergency contact details on my phone so they are easy to access when I am out

Use my camera and/or my phone camera to take photos of children in my care which I may use to create displays at my home or to send to parents to show a child's progress.

I will obtain parental permission in the tiney app to take and/or share any photographs.

Where possible use the tiney app to send pictures to parents to make sure that the information is shared in a safe and secure way.

Ensure that any photograph taken of a child in my care is appropriate.

Ensure that any photos stored on my devices for work purposes are properly password protected and they are deleted when not required.

Printing will take place only when strictly necessary using my own printer.

I will ensure that any technology with recording capability eg. ring doorbells, CCTV, smart watches and laptops and monitors will be used appropriately with consent and adhering to the appropriate policy and guidelines. Where any recording devices are used I will make sure parents and/or carers are made aware of where these are, what they are used for and what I will do with any images or footage.

I will ensure that my staff and I maintain professional boundaries and behaviour when using social media.

Other people's use of mobile phones or other electronic devices with imaging and sharing capabilities

Visitors to my home (including parents) will not be allowed to use mobile phones or other electronic devices with images and sharing capabilities to record or take photographs in the setting.

If an older child (my own or a cared-for child) brings a mobile phone to my home I will make it clear that the phone is only to be used for emergency calls / texts while other children are present and ask that it be left in the child's bag or a visible location out of reach of minded children.

I will be alert to people including parents and other childminders taking photos of children in my care when I am out in a group or in public. I will ensure that no person without prior permission takes photos which include the children in my care.

How parents/carers can work in partnership to keep children safe

In order to ensure child's needs are consistently met, please inform me of any of the following -

changes or circumstances in the child's life which could significantly affect the child's behaviour and/or needs.

any involvement with social services that is ongoing and provide details for the child's social worker/support worker.

any existing injuries or incidents,

specific dietary requirements and/or allergies

medical / health needs.

any concerns you may have relating to the care of any children in the setting

Documents I have read and referred to:

- tiny safeguarding training
- Working together to safeguard children 2018
- Keeping children safe in Education 2021
- EYFS
- [Protecting Children from radicalisation \(the Prevent Duty\)](#)
- [Child sexual exploitation: definition and a guide for practitioners, local leaders and decision makers working to protect children from child sexual exploitation \(February 2017\)](#)

Useful contacts

- tiny safeguarding helpline: 020 4579 9271 (emergency use only)
- My local authority: <https://www.essex.gov.uk>
- My local authority children, young people and families: <https://www.essex.gov.uk/children-young-people-and-families>
- MASH (or equivalent) team contact details: **Multi-disciplinary support and Family Solutions** - If a child or young person is in immediate danger, call 999. If the child you are concerned about is at risk of immediate harm, call 0345 603 7627 and ask for the priority line. This number is open Monday to Thursday 9am to 5:30pm, and Fridays 9am to 4:30pm. For out of hours or bank holidays, call the Emergency Duty Team on 0345 606 1212.
- LADO contact details: There are four LADOs for Essex County Council and they are based within the Children's Safeguarding Team.

<https://www.escb.co.uk/working-with-children/safer-recruitment/>

They can be contacted by phone on 03330 139 797 or by e-mail: lado@essex.gov.uk.

- **Department for Education concerns relating to extremism telephone helpline:** For advice and guidance on PREVENT concerns, settings are able to contact the Essex Police Prevent Team.
<https://www.essex.police.uk/advice/advice-and-information/t/prevent/prevent/> You can also call the national police Prevent advice line 0800 011 3764, in confidence, to share your concerns with our specially trained officers. Alternatively, the Department for Education has a counter-extremism helpline. You can call them for advice on 020 7340 7264 between 9am and 5pm, Monday to Friday (excluding bank holidays)
- **Local social services duty social worker:** Get support from the Children's Social Care and Family Solutions. If you're a parent or carer, child or young person and you need support, you can get in touch. Phone: 0345 603 7627 and ask for the Children's Line. Our advisors will listen to your concerns and try to find the right level of support for you and your family. [Support for children, young people and families -Essex](#)
- **Morten Michel Insurance:** 03300589861
- **NSPCC** - <https://www.nspcc.org.uk>
- **Childline** - <https://www.childline.org.uk>
- **The Children's society** - [Safe in Essex - The Children's society](#)

I live in **Tendring** and the MASH contact details for Essex County Council are:
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