

WYNCLIFFE CHILDCARE

Safeguarding/Child protection Policy

Policy Statement

Wynciffe Childcare believe that children have the right to be completely secure from both the fear and reality of abuse, and we are committed to protecting all the children in our care.

The child/children's safety is paramount, if we have any concerns, we will speak to the parents/carers in the first instance, however if we feel the child is at risk or harm by doing this, we will seek support and advice from other professionals first i.e.- Children's and families assessment and intervention, police etc.

Procedure

It is the responsibility of TERESA JAMES to-

- Ensure at Registration, WC will ask for a legal parent/carer to complete the Registration pack provided, all information, emergency contacts and records in the Registration pack are kept in a locked unit at all times.
An e-mail or letter will be sent out once a term to all parents/carers by Teresa James asking for any information and detail changes to be provided by email so that we are up to date with every child's individual information.
- WC is committed to reviewing its Child Protection policy and procedures at regular intervals. The policy and procedures will be shared with parents/carers during their child's settling in period and are always on display. The Child Protection procedures comply with all the relevant legislation and other guidance or advice from the CIW.
- WC has an appointed Child Protection Officer- Claudine Hayward. She has suitable experience, training and expertise, and will be responsible for liaising with social services, the Local Safeguarding Children's Board, CIW in any child protection matter or concern.

The Child Protection Officer is our liaison person for child protection; She is able to contact the local child protection coordinator within social services for advice on child protection matters.

- If we suspected abuse, we would report this following the All-Wales Child Protection procedures.

- WC work within the bounds of confidentiality whenever possible but this can be overridden if the child shows signs of immediate harm or danger. WC will also carry out 3 monthly risk assessments on all Accident, Incident, Pre-Existing and Individual Child Protection Concerns. See safeguarding folder for old forms. (To keep for ten years).

Recognising Child Abuse-

Child abuse manifests itself in a variety of different ways, some over time and others much less so. All staff has child protection training and will be vigilant to the signs and evidence of physical, sexual and emotional abuse or neglect.

Physical Abuse-

This involves hitting, shaking, throwing, burning, suffocating or any other physical harm. Deliberately causing a child's ill health also constitutes physical abuse.

Sexual Abuse-

This involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. Showing children pornographic materials, sexual activities, or encouraging children to behave in sexually inappropriate ways also constitutes sexual abuse.

Emotional Abuse-

Varying degrees of emotional abuse is present in virtually all child protection incidents but can also constitute abuse in its own right. Emotional abuse involves persistent or severe emotional ill treatment or torture causing, or likely to cause, severe adverse effects on the emotional stability of a child. Such behavior may involve conveying to a child that they are worthless, unloved, or inadequate, or making them feel unnecessarily frightened or vulnerable.

Neglect-

Neglect is the persistent failure to meet a child's basic physical, emotional or psychological needs, such as is likely to have a severe impact on their health, development or emotional stability. Neglect may involve failing to provide adequate food, shelter or clothing for a child, or failing to adequately protect them from physical harm or ill health. Neglect can also manifest itself in a failure to meet the basic emotional needs of a child.

Bullying-

There is no legal definition of bullying. However, it is usually defined as behaviour that is: repeated, intended to hurt someone either physically or emotionally, often aimed at certain groups, for example because of race, religion, gender or sexual orientation.

It takes many forms and can include:

- Physical assault
- Teasing
- Making threats
- Name calling
- Cyber bullying - bullying via mobile phone or online (for example email, social networks and instant messenger)

Extra Procedures-

SUPPORT AND TRAINING for Staff-

WC is committed to ensuring that it meets its responsibilities in respect of child protection through the provision of support and training. Therefore, the setting will ensure that-

- T JAMES and any other adults involved are given a copy of the Safeguarding policy during their induction, and have its implications explained to them.
- T JAMES and any other adults at the setting will have a full live DBS. If there is no update service this will be renewed after 1 years.
- T JAMES and any other adults involved receive regular training and supervision in child protection issues and are provided with any relevant information and guidance.
- T JAMES and any other adults involved are aware of the main indicators of child abuse.
- T JAMES and any other adults involved are aware of using T (tell me) E (explain to me) D (describe to me) when listening and responding with any information from a child and age-appropriate wording and support is to be used at all times.
- T JAMES and any other adults involved are aware of their statutory requirements in respect of the disclosure or discovery of child abuse and the procedure for doing so.
- T JAMES will take appropriate action in relation to the findings of any investigation into allegation of abuse, consistent with its duties to protect the safety of children and uphold fair processes.
- T JAMES and any other adults involved under investigation for the alleged abuse of a child will be subject to the provisions of the Staff Disciplinary policy. (If needed)

SAFE CARING

- No Adult/volunteer is to be left with any child or children at any time.
- If a child makes inappropriate physical contact with a member of the setting, student or volunteer, this is to be recorded fully in the Incident Record folder.
- All allegations made by a child against any member of staff will be fully recorded, including any actions taken, in the child Incident Record Folder, if there is a witness to an incident, they should sign the folder to confirm the details given.

DEALING WITH ALLEGATIONS

WC is committed to ensuring that it meets its responsibilities in respect of Child Protection by treating any allegation seriously and sensitively. On discovering an allegation of abuse, the safeguarding officer will immediately refer the case to the Social services and CIW will be informed.

Further to this, the following principles will govern any suspected or reported case of abuse;

- Where actual or suspected abuse comes to the attention of the SG officer, or myself I will report this to Social services/police and CIW.
- Full written records of all reported incidents will be produced and maintained. Information recorded will include full details of the alleged incident; details of all the parties involved; any evidence or explanations offered by interested parties; relevant dates, times and locations and any supporting information or evidence from myself. WC will demonstrate great care in distinguishing between fact and opinion when recording suspected incidents of child abuse.

- SG officer (Claudine Hayward) will be responsible for ensuring that written records are dated, signed and kept confidentially.
- If an allegation of abuse is made against a member of staff or the Child Protection Officer, the Registered person (Teresa James) will be informed as soon as possible. The member of staff the allegation is made against will be suspended pending investigation. At no point will the allegation be discussed with the member of staff. The allegation will be reported straight away to Social Services/police and CIW. Full investigation will be made by Social services. After full investigation is made the staff and family involved will be notified of the findings. A full report will be compiled, and a decision will be made. If it is concluded that the member of staff is innocent, all responsibilities will resume as normal. If the member of staff is found guilty then they will be dismissed immediately. At no point will the Registered person T James get involved with the investigation other than to provide relevant information to Social Services/Police/CIW.
- If an allegation is made against the registered person (T James) CIW and Social Services will be notified straight away. Social services and CIW may well need to intervene and the setting maybe closed pending investigation. The registered person TJ also may have to voluntary closed the setting pending investigation.
- To ensure allegations are treated with sensitivity and confidentially.

Any child involved in alleged incidents will be comforted and reassured. All staff will-

- Listen fully to all that the child has to say.
- Make no observable judgment.
- Ask open questions that encourage the child to speak in their own words
- Ensure the child is safe, comfortable and not left alone.
- Make no promises that cannot be kept, such as promising not to tell anybody what he or she is being told.
- Write down any notes that are possible for you to make at the time.
- Where possible WC will always respect the wishes of the children and young people who do not consent to share confidential information. However, the lack of consent can be override if the facts of the case are in the public interest.
- WC will always consider the safety and welfare of a child or young person when making decisions to share information about them. Where there is concern that the child is suffering or at risk of suffering significant harm, the child's safety and welfare must be the overriding factor.
- WC will be made aware of the Department of Health's Booklet 'What to do if you're worried a child is being abused?' and it's recent guidance on 'Protecting children from harm'. And the local Safeguarding information for Child Care Providers.

REFERRING ALLEGATIONS TO CHILD PROTECTION AGENCIES

WC adheres to the procedures set out in the local Safeguarding Children's Board. It is our duty to report any concerns we may have regarding the children in our care, this is primarily to safeguard the children who attend our club.

If T JAMES/SG Officer (C Hayward) has reasonable grounds for believing that a child has been or is in grave danger of being- subject to abuse, the following procedures will be activated: -

- Contact will be made, at the earliest possible opportunity, with Social Services and CIW will be notified.
- T JAMES/C Hayward will communicate as much information about the allegation and

related incidents as is consistent with advice given by the Social Services.

PEMBROKESHIRE:

- During Office Hours: Assessment Team – Tel: 01437 776444
- Email: ccat@pembrokeshire.gov.uk
- Outside of Office Hours: Emergency Duty Team – Tel: 08708 509508
- CIW-03007900126

Of all allegations made towards any adults. They will be responsible for chairing strategy meetings with the police, plan and agree any investigations, maintain an information database in relation to all allegations and producing reports as required.

- At all times, the safety, protection and interest of children concerned will take precedence. T James/duty managers will work with and support parents/carers as far as they are legally able.
- WC will assist the local Children's and Families Services and the Police, as far as it is able, during any investigation of abuse or neglect. This includes disclosing written and verbal information and evidence.

Useful numbers-

- Central Police station- (IN EMGENCY) 999 OR 101 (Everything else)
- CIW-03007900126
- PACEY-03000030005
- PACEY CARDIFF OFFICE-08458801299
- PACEY CHILD PROTECTION OFFICE-08458801299
- NSPCC CHILD PROTECTION HELP LINE-02920108081

Reference to MNS 20- Safe guarding/child protection.

'Children are protected from harm and abuse and the parents are confident that all possible steps to protect children from abuse are taken'

Teresa James adopted this policy

Date- OCT 2020

Date to be reviewed: - OCT 2021

Signed.....

Name of signature: - Teresa James

Role of signature: - Registered Person

