

SAFEGUARDING AND CHILD PROTECTION POLICY

INTRODUCTION

Daisies Montessori Nursery School fully recognises the responsibility to have arrangements in place to safeguard and promote the welfare of all children. Through their day-to-day contact with children and direct work with families, all staff, pupils and volunteers at Daisies Montessori Nursery School have a crucial role to play in noticing indicators of possible abuse or neglect and in referring them to the Designated Person for Child Protection. We are also aware of the risk of extremism and we have due regard to the need to prevent people from being drawn into terrorism. This duty is known as Prevent Duty.

This policy sets out how Daisies Montessori Nursery School complies with statutory responsibilities relating to child protection, prevent duty and promoting the welfare of children who attend the setting.

There are four main elements to our policy:

- 1. Prevention** through the support offered to children and the creation and maintenance of a whole-setting protective ethos.
- 2. Procedures** for identifying and reporting cases, or suspected cases, of abuse.
- 3. Supporting children**
- 4. Promoting a protective ethos.** Our policy applies to all staff, paid and unpaid, working in Daisies Montessori Nursery School, including volunteers. Concerned parents may also contact the Daisies Montessori Nursery School' Designated Person/s for Child Protection.

PREVENTION

We recognise that high self-esteem, confidence, supportive friends and good lines of communication with a trusted adult help to protect children. Daisies Montessori Nursery School will therefore:

- Establish and maintain an ethos where children feel secure, are encouraged to talk, and are actively listened to.
- Ensure children know that there are adults in the setting whom they can approach if they feel worried or in difficulty.
- Build the children's resilience by promoting fundamental British Values and enabling them to challenge extremist views (in early years education, the Statutory Framework for the EYFS sets standards for learning, development and care for children 0-5, thereby assisting personal, social and emotional development and understanding of the world). (See Promoting British Values Policy).

PROCEDURES

Daisies Montessori Nursery School will follow Cambridgeshire and Peterborough Safeguarding Children Board (CPCSB) procedures, which can be accessed online at www.cambslscb.org.uk/lscb. The setting has regard for Working Together to Safeguard Children (2018) and What To Do If You Are Worried A Child Is Being Abused (2015). These documents can be consulted at Daisies.

The Designated Persons for Child Protection in the setting are: Anna Elcox and Sharon Gronow.

Daisies Montessori Nursery School will:

- Ensure it has a Designated Person for Child Protection on site at every session, who has undertaken, as a minimum, the two-day child protection training course.
- Ensure this training is updated every two years and that knowledge and skills are refreshed at least annually. In addition to formal training Designated Person knowledge and skills will be refreshed via the Designated Person Knowledge Hub, Child Protection Information Networks or Cambridgeshire and Peterborough Safeguarding Children Board training.
- Recognise the importance of the role of the Designated Person and ensure she/he has the time and training to undertake her/his duties.
- Ensure there are contingency arrangements should the Designated Person not be available (another Designated Person will be on site).
- Ensure that the Designated Person has access to Social Care at the Local Authority for 'what if' conversations. The Emergency Duty Team (out of hours) is also available.
- Ensure that the Designated Person knows how to contact the Multi Agency Safeguarding Hub (MASH) and the Early Help Hub and knows how to make a referral to social care.

The roles of staff and management

Daisies Montessori Nursery School will ensure every member of staff knows:

- The name of the Designated Person and her/his role.
- All members of staff have undertaken Basic Child Protection training.
- All members of staff have undertaken Prevent Duty online training.
- Staff are aware of the online risk of radicalisation through the use of social media and the internet (see our Online Safety Policy).
- How to pass on and record concerns about a child.
- That they have an individual responsibility for referring child protection concerns to relevant agencies and within the timescales set out in CPSCB procedures.

Daisies Montessori Nursery School will follow 'safer recruitment' procedures. The setting will ensure that all staff attend basic child protection training within six weeks of starting work and subsequently every three years at a minimum. Additionally, the setting will ensure that all staff receive information on safeguarding and child protection at least annually. We acknowledge that abuse of children can take different forms – *physical, emotional, and sexual, as well as neglect* and that children and young people are capable of abusing their peers. Training made available must enable staff to identify signs of possible abuse and neglect at the earliest opportunity and to respond to these in a timely and appropriate way. These may include:

- Significant changes in children's behaviour.
- Deterioration in children's general well-being.
- Unexplained bruising, marks or signs of abuse or neglect.
- Children's comments which give cause for concern.
- Any reasons to suspect neglect or abuse outside the setting for example in the child's home.
- Inappropriate behaviour displayed by other members of staff or other person working with the children.
- Patterns of absences or frequent absences.

Liaison with other agencies

Daisies Montessori Nursery School will

- work to develop effective links with relevant services to promote the safety and welfare of all children.
- Co-operate as required, in line with Working Together to Safeguard Children (2018), with key agencies in their enquiries regarding child protection matters including attendance and providing written reports at child protection conferences and core groups.
- Notify the relevant Social Care Unit immediately if there is an unexplained absence or there is any change in circumstances to a child who is subject to a Child Protection Plan.
- Respond to requests for information about children in the setting's care from the Education Navigator at the MASH in a timely manner.

Record keeping

Daisies Montessori Nursery School will keep clear, detailed written records of concern about children's welfare using the Log of Concern Form (noting the date, event and action taken). Daisies Montessori Nursery School will ensure all records are kept securely and confidentially in locked locations. Parents do not have an automatic right to access child welfare records and consideration will be given as to what the consequences of information sharing might be, in line with Information Sharing Guidance 2018. Unless it would place the child at risk of acute harm, parents will be informed that a Log of Concern Form has been completed, where it will be stored and what will happen to it when the child leaves the setting.

When the child about whom there have been child welfare concerns (whether subject to a child protection plan or not) leaves Daisies Montessori Nursery School or transfers to school, the child's welfare file will be transferred to the receiving school or setting using the following protocol:

- The file will be marked 'confidential, addressee only' and sent to the Designated Person, if known, of the receiving setting or school. The file will be delivered by hand if possible; otherwise sent by delivery that can be tracked and signed for.
- Daisies Montessori Nursery School will contact the receiving setting/school by telephone to make them aware that there is a child welfare file and, once sent, ask them to confirm as soon as possible that they have received the file. The setting will keep a record that the file has been received in order to be able to identify its location.
- Parents will be made aware that child welfare records will be transferred, unless this would place the child at risk of acute harm.
- The setting will not keep a copy of transferred records, unless there are younger siblings who there are similar concerns about, but will keep a record of the current file location and the date the file was transferred.
- If individual child welfare files cannot be transferred for any reason, the setting will archive them for 25 years from the child's date of birth.

Confidentiality and information sharing

Information sharing is essential for effective safeguarding and promoting the welfare of children and young people. The Designated Person will read and follow the the Department for Education (DfE) Guidance 'Information sharing - Advice for practitioners providing safeguarding services to children, young people, parents and carers' - July 2018.

Fears about sharing information will not be allowed to stand in the way of the need to safeguard and promote the welfare of children at risk of abuse or neglect. The General Data Protection Regulation (GDPR) and Data Protection Act 2018 do not prevent, or limit, the sharing of information for the purposes of keeping children and young people safe:

- 'information will be shared legally without consent, if the DP or a member of staff is unable to or cannot be reasonably expected to gain consent from the individual, or if to gain consent could place a child at risk.'
- 'relevant personal information will be shared lawfully if it is to keep a child or individual at risk safe from neglect or physical, emotional or mental harm, or if it is protecting their physical, mental, or emotional well-being.'

(Information sharing, July 2018, Page 5)

What information will be shared?

When taking decisions about what information to share, the Designated Person will consider how much information they need to release and the impact of disclosing information on the information subject and any third parties. Information should be proportionate to the need and level of risk. Only information that is relevant to the purposes will be shared with those who need it. This allows others to do their job effectively and make informed decisions.

Information sharing decisions must be recorded, whether or not the decision is taken to share. If the decision is to share, reasons should be cited including what information has been shared and with whom. If the decision is not to share, the Designated Person will record the reasons for this decision and discuss them with the person requesting the information.

If a child discloses information that may indicate that they are at risk of abuse or neglect, the staff member will be clear that they cannot promise to keep the information a secret. The staff member will be honest to the child and explain that it will be necessary to tell someone else in order to help them and to keep them safe.

Communication with parents

Daisies Montessori Nursery School will:

- Undertake appropriate discussion with parents prior to involvement of another agency, unless the circumstances may put the child at further risk of harm. If in any doubt, staff will seek advice from Social Care as required.
- Ensure that all parents/carers have an understanding of the responsibility placed on the setting and staff for safeguarding and child protection by ensuring that they receive a copy of this policy when registering their child at Daisies Montessori Nursery School.
- Record on the Log of Concern what discussions have taken place with parents and if a decision was made not to discuss the matter with parents, why not.
- Particular circumstances where parents **may not** be informed include any disclosure of sexual abuse or physical abuse where the child has an injury.

SUPPORTING CHILDREN

We recognise that children who are abused or witness abuse may find it difficult to develop a sense of self-worth and trust those around them.

We recognise that some children may adopt inappropriate or abusive behaviours and that these children may be referred on for appropriate support and intervention.

Daisies Montessori Nursery School will endeavour to support the child through:

- Activities to encourage self-esteem, self-motivation and resilience.
- An ethos that actively promotes a positive, supportive and secure environment that values people.
- A behaviour policy aimed at supporting all children. All staff will agree on a consistent approach, which focuses on the behaviour of the child but does not damage the child's sense of self-worth. Daisies Montessori Nursery School will ensure that the child knows that some behaviour is unacceptable but she/he is valued and not to be blamed for any abuse which has occurred.
- Liaison with other agencies which support the child and family such as Social Care and Locality Teams.
- A commitment to develop partnerships with parents.
- Recognition that children living in a home environment where there is domestic abuse/violence, mental ill-health or substance misuse may be vulnerable and in need of support and protection.
- Monitoring children's welfare, keeping records and seeking advice or making a referral to other agencies, e.g. Social Care, when necessary.

CHILDREN OF SUBSTANCE MISUSING PARENTS

Misuse of drugs and/or alcohol is strongly associated with the risk of significant harm to children, especially when combined with other features such as domestic violence. When the setting receives information about drug and/or alcohol abuse by a child's parents/carers they will follow appropriate procedures. This is particularly important if the following factors are present:

- Use of the family resources to finance the parent's dependency, characterised by inadequate food, heat and clothing for the children
- Children exposed to unsuitable caregivers or visitors, e.g. customers or dealers
- The effects of alcohol leading to an inappropriate display of sexual and/or aggressive behaviour
- Chaotic drug and alcohol use leading to emotional unavailability, irrational behaviour and reduced parental vigilance
- Disturbed moods as a result of withdrawal symptoms or dependency
- Unsafe storage of drugs and/or alcohol or injecting equipment
- Drugs and/or alcohol having an adverse impact on the growth and development of the unborn child

Children Misusing Drugs or Alcohol

The discovery that a young person is misusing legal or illegal substances or reported evidence of their substance misuse is not necessarily sufficient in itself to initiate child protection proceedings but the setting will consider such action in the following situations:

When there is evidence or reasonable cause:

- To believe the young person's substance misuse may cause him or her to be vulnerable to other abuse such as sexual abuse
- To believe the young person's substance related behaviour is a result of abuse or because of pressure or incentives from others, particularly adults
- Where the misuse is suspected of being linked to parent/carer substance misuse

- Where the misuse indicates an urgent health or safeguarding concern
- Where the young person is perceived to be at risk of harm through any substance associated criminality

DOMESTIC ABUSE

Domestic Abuse is defined as any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse: Psychological, physical, sexual, financial and emotional.

The setting recognises that where there is Domestic Abuse in a family, the children/young person will always be affected; the longer the violence continues, the greater the risk of significant and enduring harm, which they may carry with them into their adult life and relationships. Where there are concerns regarding Domestic Abuse, the setting will seek advice from the relevant agencies and follow child protection procedures.

CHILDREN WITH SPECIAL EDUCATIONAL NEEDS AND/OR DISABILITIES

We recognise that, statistically, children with additional needs, special educational needs, emotional and behavioural difficulties and disabilities are most vulnerable to abuse. Setting staff who deal with children with complex and multiple disabilities and/or emotional and behavioural problems should be particularly sensitive to indicators of abuse. Children with communication difficulties are also vulnerable to abuse because they are unable to express themselves to others. Instead such children will often exhibit changes in behaviours or signs and indicators of abuse. Staff will be trained to recognise these indicators. Where necessary, the setting will seek advice from other professionals and specialist services and provide additional training to staff in the use of Makaton, PECS or other communication systems.

PEER ON PEER ABUSE AND SEXUAL VIOLENCE AND HARASSMENT BETWEEN PEERS

Children and young people may be harmful to one another in a number of ways which would be classified as peer on peer abuse. Peer on peer abuse can include:

- Bullying (including cyberbullying)
- Physical abuse such as hitting, kicking, shaking, biting, hair pulling
- Sexual bullying
- Being coerced to send sexual images
- Sexual assault
- Teenage relationship abuse

The setting recognises that sexual violence and sexual harassment can occur between two children of any age and sex. Sexual violence may include rape, assault by penetration or sexual assault. Sexual harassment refers to 'unwanted conduct of a sexual nature', such as sexual comments, sexual taunting or physical behaviour such as deliberately brushing against someone. Online sexual harassment may include non-consensual sharing of sexual images and videos, sexualised online bullying, unwanted sexual comments and messages, and sexual exploitation, coercion and threats.

The setting will:

- Be clear that peer on peer abuse, sexual violence and sexual harassment will not be tolerated.
- Provide training for staff on how to manage a report of peer on peer abuse, sexual violence or sexual harassment.
- Make decisions on a case-by-case basis.
- Reassure victims that they are being taken seriously, offer appropriate support and take the wishes of the victim into account when decision making.
- Implement measures to keep the victim, alleged perpetrator and if necessary other children and staff members, safe. Record any risk assessments and keep them under review.
- Give consideration to the welfare of both the victim(s) and perpetrator(s) in these situations
- Liaise closely with external agencies, including police and social care, when required.

PREVENTION OF RADICALISATION

In 2010 the Government published the Prevent Strategy. This highlighted the need to safeguard children, young people and families from violent extremism and radicalisation. The setting recognises that children and young people are vulnerable to extremist ideology and radicalisation and that protecting children from this risk forms part of the setting's safeguarding procedures. Staff are required to be alert to changes in children's behavior which could indicate they need help or protection. Anna Elcox will ensure that the all staff have undertaken Prevent online training.

See also 'The Prevent Duty, Departmental advice for schools and childcare providers', DfE (June 2015), and 'Revised Prevent Duty Guidance: for England and Wales,' HM Government (July 2015).

Indicators

Staff will be alert to issues including:

- Disclosures by children of their exposure to the extremist actions, views or materials of others outside of the setting, such as in their homes or community groups
- Graffiti symbols, writing or art work promoting extremist messages or images
- Parental reports of changes in behaviour, friendship or actions and requests for assistance
- Use of extremist or 'hate' terms to exclude others or incite violence
- Intolerance of difference, whether secular or religious or, in line with our equalities policy, views based on, but not exclusive to, gender, disability, homophobia, race, colour or culture

Actions

In order to ensure that we adhere to and achieve the Prevent Duty we will:

- Provide appropriate training for staff. Part of this training will enable staff to identify children who may be at risk of radicalisation
- We will build the children's resilience to radicalisation by promoting fundamental British values and enabling them to challenge extremist views, particularly through assisting their personal, social and emotional development and understanding of the world)
- We will assess the risk, by means of a formal risk assessment, of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology
- We will ensure that our staff understand the risks so that they can respond in an appropriate and proportionate way
- We will be aware of the online risk of radicalisation through the use of social media and the internet
- As with managing other safeguarding risks, our staff will be alert to changes in children's behaviour which could indicate that they may be in need of help or protection (children at risk of radicalisation may display different signs or seek to hide their views). Our key person approach means we already know our key children well so we will notice any changes in behaviour, demeanour or personality quickly
- We will not carry out unnecessary intrusion into family life but we will take action when we observe behaviour of concern. Our key person approach means that we already have a rapport with our families so we will notice any changes in behaviour, demeanour or personality quickly
- We will work in partnership with our LSCB for guidance and support
- We will build up an effective engagement with parents/carers and families
- We will assist and advise families who raise concerns with us. It is important to assist and advise families who raise concerns and be able to point them to the right support mechanisms
- We will ensure that all staff will undertake Prevent awareness training (as a minimum) which includes guidance on how to identify those who may be vulnerable to being drawn into terrorism and how to refer them into the Channel process
- We will ensure that any resources used in the nursery are age appropriate for the children in our care and that our staff have the knowledge and confidence to use the resources effectively

Children at Risk of Child Sexual Exploitation (CSE)

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology. (Child Sexual Exploitation, Definition and Guide: DFE, 2017)

Sexual exploitation can take many different forms from the seemingly 'consensual' relationship to serious organised crime involving gangs and groups. Potential indicators of sexual exploitation will be addressed within staff training, including raising awareness with staff that some young people who are being sexually exploited do not show any external signs of abuse and may not recognise it as abuse. Staff will follow the procedures outlined in this policy if concerns of child sexual exploitation arise.

Children at Risk of Criminal Exploitation

Criminal exploitation of children is a form of harm that is a typical feature of county lines activity. Drug networks or gangs exploit children and young people to carry drugs and money from urban areas to suburban and rural areas. Exploitation can occur even if activity appears to be consensual. The setting will address indicators of child criminal exploitation with staff through training. Staff will follow the procedures outlined in this policy if concerns of criminal exploitation arise.

Children at Risk of 'Honour- Based' Violence including Female Genital Mutilation

So called 'honour-based' violence encompasses incidents which have been committed to protect or defend the honour of the family and/or community, including breast ironing, female genital mutilation (FGM) and forced marriage. The setting takes these concerns seriously and staff are made aware of the possible signs and indicators that may alert them to the possibility of HBV through training. Staff are required to treat all forms of HBV as abuse and follow the procedures outlined in this policy.

FGM is a procedure involving the partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal to practice in the UK and/or anyone involved in taking girl outside of the UK to have FGM carried out will be punished under the FGM Act 2003 and Serious Crime Act 2015. FGM is not a religious practice. Any indication that a child is at risk of FGM, where FGM is suspected, or where the woman is over 18, will be dealt with under the child protection procedures outlined in this policy. Staff will report concerns to the Designated Person, who will make appropriate and timely referrals to social care. In these cases, parents will not be informed before seeking advice and the case will still be referred to social care even if it is against the child or young person's wishes. In accordance with the Female Genital Mutilation Act, it is a statutory duty for professionals to report 'known' cases of FGM in under-18s which they identify in the course of their professional work to the police.

FGM is illegal in the UK and a form of child abuse with long-lasting harmful consequences. Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM. The procedure may lead to short term and long-lasting harmful consequences such as death, trauma, infections, flashbacks, infertility, kidney problems, sexual dysfunctions, incontinence, post-traumatic stress disorder etc. It is known to be practised in the North African countries, the Middle-East, Indonesia, Malaysia, India and Pakistan. However, with migration worldwide it is also practised in the UK, the USA, Canada, Australia etc. The United Nations addresses FGM as a violation of human rights.

Indicators

There are a range of potential indicators that a girl may be at risk of FGM. FGM often takes place in the summer holidays, as the recovery period after FGM can be 6 to 9 weeks. Professionals should be mindful of high risk times when children go on long holidays and/or are getting a visit by female elder from their country of origin. Additionally, girls are considered at risk where their mother or sisters have undergone FGM, and girls are talking about a 'special' event or procedure to 'become a woman.'

Post FGM symptoms can include, but are not limited to:

- Difficulty in walking, sitting or standing.
- Spending long periods of time in the bathroom/toilet.
- Displaying unusual behaviour after a lengthy absence.
- Parents/carers reluctant to explain reasons for absence.
- Talking about themselves in the third person or talking about a "friends" problem.

Mandatory Reporting Duty

Section 5C of the Female Genital Mutilation Act 2003 (as inserted by section 75 of the Serious Crime Act 2015) gave the Government powers to issue statutory guidance on FGM to relevant persons. The guidance provides professionals with the information they need to help them understand the issues around FGM; professionals' responsibilities on FGM linked to wider safeguarding duties and good practice; the range of legal interventions to deal with FGM; guidelines for key professionals including police, healthcare professionals, children's social care and schools and colleges, and working with communities to prevent FGM.

Section 5B of the Female Genital Mutilation Act 2003 (as inserted by section 74 of the Serious Crime Act 2015) places a statutory duty upon teachers, along with social workers and healthcare professionals, to report to the police where they discover (either through disclosure by the victim or visual evidence) that FGM appears to have been carried out on a girl under 18. Those failing to report such cases will face disciplinary sanctions. It will be rare for teachers to see visual evidence, and they should not be examining children – it is likely that discovery will be made by disclosure by the student, parent or otherwise. These cases must be referred to police.

Immediate reporting is required if FGM has been performed recently, and in historical cases, reporting must take place within one month.

Unless the teacher has a good reason not to, they should still consider and discuss any such case with the designated safeguarding lead and involve children's social care as appropriate. While the duty is limited to the specified professionals described above, non-regulated practitioners also have a responsibility to take appropriate safeguarding action in relation to any identified or suspected case of FGM, in line with the procedures of their Local Safeguarding Children Board (LCSB).

Daisies Montessori will aim to raise awareness of FGM by:

- Circulating and display materials about FGM
- Displaying relevant information (for example, details of the NSPCC's Helpline and appropriate black and minority ethnic women's groups)
- Informing colleagues/raising awareness of the issues around FGM – as well as including appropriate training in continuing professional development

Children who have Family Members in Prison

Daisies Montessori is committed to supporting children and young people who have a parent or close relative in prison and will work with the family to find the best ways of supporting the child. The setting recognises that children with family members in prison are at risk of poor outcomes including: poverty, stigma, isolation, poor mental health and poor attendance. The setting will treat information shared by the family in confidence and it will be shared on a 'need to know' basis. The setting will work with the family and the child to minimise the risk of the child not achieving their full potential.

Privately Fostered Children

Private fostering is when a child under the age of 16, (under 18 if disabled) is provided with care and accommodation by a person who is not a parent, person with parental responsibility for them or relative in their own home for 28 days or more. The setting will follow the mandatory duty to inform the local authority of any 'Private Fostering' arrangements.

Young Carers

The setting recognises that children who are living in a home environment which requires them to act as a young carer for a family member or a friend, who is ill, disabled or misuses drugs or alcohol can increase their vulnerability and that they may need additional support and protection.

The setting will: seek to identify young carers; offer additional support internally; signpost to external agencies; be particularly vigilant to the welfare of young carers and follow the procedures outlined in this policy, referring to Early Help or Social Care as required if concerns arise.

PROMOTING A PROTECTIVE ETHOS

Daisies Montessori Nursery School will create an ethos in which children feel secure, their viewpoints are valued, they are encouraged to talk and they are listened to. This will be achieved in the following ways:

- All staff, including the Designated Persons, are trained regularly to ensure skills and knowledge are up-to-date.
- Staff know how to respond to child protection concerns.
- Contribution to an inter-agency approach to child protection by working effectively and supportively with other agencies.
- Raising children's awareness and actively promoting self-esteem building, so that children have a range of strategies and contacts to ensure their safety.
- Using personal safety programmes such as Protective Behaviours, NSPCC Pants Campaign and the Early Years Service's 'Children's Safety Matters' training and resources.
- Working with parents to build an understanding of the setting's responsibility to the welfare of the children.
- Ensuring the relevant policies are in place, i.e. the use of mobile phones and cameras, behaviour management, whistle-blowing, social networking and intimate care.
- Being vigilant to the inappropriate behaviour of staff or adults working with children and ensuring that all staff and volunteers know the allegations procedure and relevant contacts.
- Staff acting as positive role models to children and young people.
- Ensuring staff are aware of the need to maintain appropriate and professional boundaries in their relationships with children and parents/carers.

PREVENTING UNSUITABLE PEOPLE FROM WORKING WITH CHILDREN

Daisies Montessori Nursery School has a duty to ensure that people looking after children are suitable to fulfil the requirements for their role. The setting will follow Safer Recruitment practices including verifying qualifications and ensuring appropriate DBS and reference checks are undertaken. Daisies will not allow people whose suitability has not been checked, to have unsupervised contact with children.

Staff are expected to disclose any convictions, cautions, court orders, reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment at the setting).

*The following members of staff have undertaken Safer Recruitment training: **Anna Elcox***

Disqualification by Association

Daisies Montessori Nursery School has a responsibility to ensure staff are suitable to work with children and not disqualified. All staff will need to declare (using the setting's DBA Declaration Form) if they live in the same household as someone who is disqualified. Staff that may be disqualified may apply to Ofsted for a 'waiver' of disqualification but cannot work in the setting until a waiver is confirmed.

Daisies will ensure that any disciplinary proceedings against staff relating to child protection matters are concluded in full even when the member of staff is no longer employed at the setting and that notification of any concerns is made to the relevant agencies, the Disclosure and Barring Service (DBS) and included in references where applicable.

For further information, refer to Daisies Montessori Nursery School's Safer Recruitment Policy.

WHISTLEBLOWING

The setting has a separate whistle-blowing policy which aims to help and protect both staff and children by:

- Preventing a problem getting worse;
- Safeguarding children and young people;
- Reducing the potential risks to others.

The earlier a concern is raised, the easier and sooner it is possible for the setting to take action. The responsibility for expressing concerns about unacceptable practice or behaviour rests with all staff, students and volunteers.

ALLEGATIONS OF ABUSE AGAINST ADULTS WHO WORK OR VOLUNTEER IN THE SETTING

If an allegation is made against a staff member or volunteer, the following action will be taken (as per the 'Allegations of Abuse against Adults who Work or Volunteer in a Childcare Setting' flowchart and guidance):

- Daisies Montessori Nursery School will ensure the immediate safety of the children.
- Daisies Montessori Nursery School will not start to investigate and will immediately contact the Early Years Named Senior Officer (if the Early Years Named Senior Officer is not contactable, the Local Authority Designated Officer (LADO) should be contacted direct).
- Daisies Montessori Nursery School will notify Ofsted of a significant incident.
- The Early Years Safeguarding Manager will notify the LADO, who will decide if it could be a child protection case.
- If the LADO decides the matter is a child protection case, external/internal agencies (e.g. police) will be informed by the LADO and Daisies Montessori Nursery School will act upon the advice given to ensure that any investigation is not jeopardised.
- It may be necessary for the employer to suspend the alleged perpetrator. Suspension is a neutral act to allow a thorough and fair investigation.

- If it is agreed that the matter is not a child protection case, Daisies Montessori Nursery School will investigate the matter and feedback the outcome of the investigation to the Early Years Named Senior Officer and Ofsted.

MANAGEMENT CHILD PROTECTION RESPONSIBILITIES

Anna Elcox fully recognises her responsibilities with regard to child protection and safeguarding and promoting the welfare of children. She will:

- Designate a staff member for child protection who will monitor the setting's child protection policy and practice and champion good practice in relation to child protection and safeguarding.
- Ensure that this policy is annually reviewed in conjunction with the Daisies Montessori Nursery School' Designated Person/s.

Useful contacts:

Emergency Duty Team (Out of Hours)	01733 234724
Children's Social Care	0345 0451362
Early Years Safeguarding Manager (Gemma Hope)	01223 714760
Local Authority Designated Officer (LADO)	01223 727967
Ofsted	0300 1231231
Police – non-emergency and Multi Agency Safeguarding Hub (MASH)	101