

EDGMOND OWLS

CHILD PROTECTION POLICY AND PROCEDURE

Statement of Intent

Edgmond Owls fully recognises the contribution it makes to safeguarding children and promoting their welfare. We recognise that all staff and volunteers have a full and active part to play in protecting children from harm. Children have the right to be treated with respect, be helped to thrive and to be safe from any abuse in whatever form. We strive to protect children from the risk of radicalisation and we promote acceptance and tolerance of other beliefs and cultures. Safeguarding and promoting children's welfare covers a wide subject and therefore this policy should be read in conjunction with all are other policies and procedures.

Legal Frameworks

- Children Act 1989 and 2004
- Childcare Act 2006
- Safeguarding Vulnerable Groups Act 2006
- [The Statutory Framework for the Early Years Foundation Stage \(EYFS\) 2017](#)
- [Working Together to Safeguard Children 2018](#)
- [What to do if you're worried a child is being abused 2015](#)
- Counter-Terrorism and Security Act 2015
- [Prevent Agenda 2015](#)
- Children and Families Act 2014
- Inspecting Safeguarding in Early Years, Education and Skills 2019

Key Contacts

Designated Safeguarding Lead	Rachel Plant	01952 811692
Deputy Designated Safeguarding Lead	Lindsay Wilson	01952 811692
Designated Officer	Linda Devey	01952 811692

Staff and Volunteers

All staff have cleared CRB (Criminal Record Bureau) or DBS (Disclosure & Barring Service) checks using Capita vetting services. Volunteers, students or visitors who are not CRB/DBS checked will not be left unattended whilst on the premises; ensuring children remain in a secure environment.

The Safeguarding designated person is **Rachel Plant, Manager**. The designated person takes lead responsibility for any issues raised concerning a child's welfare. They are responsible for liaising with the Telford and Wrekin Safeguarding Partnership and other local statutory children's services agencies. They also provide support, advice and guidance to other staff on an on-going basis & on specific safeguarding issues. All staff are made familiar with the Safeguarding Children policy & procedures during induction and updated accordingly. The designated person regularly attends specific child protection training and network meetings. In the absence of Rachel concerns should be reported to **Lindsay Wilson, Deputy Manager**. Our designated officer who oversees this work is **Linda Devey**. If staff feel they do not receive satisfactory advice or no appropriate action is taken they may refer the matter directly to Family Connect or OFSTED (see safeguarding/ child protection procedures for contact numbers). Also see Whistleblowing Policy.

Signs of Abuse

All staff are aware of the signs & symptoms of child abuse through ongoing external/ internal training; it is recommended that training be carried out every three years by Telford & Wrekin as a minimum. Due to the many hours of care we are providing to a child it is possible that staff may be the first people to become aware that there is a problem, even before the parent/carer. Should staff have any concerns for the welfare of a child they have a responsibility to report this to the safeguarding designated person. At all times staff must ensure concerns are kept confidential and only discussed with those appropriately authorised person/professionals.

The following definitions are taken from Working together to Safeguard Children, March 2018.

Abuse - A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children (peer on peer abuse).

Physical abuse

A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child (Fabricated illness). Staff are also aware of the signs and symptoms of Female Genital Mutilation (a type of physical abuse practised as a ritual by certain ethnic groups).

Female genital mutilation-This type of physical abuse is practised as a cultural ritual by certain ethnic groups and there is now more awareness of its prevalence in some communities in England including its effect on the child and any other siblings involved. This procedure may be carried out shortly after birth and during childhood as well as adolescence, just before marriage or during a woman's first pregnancy and varies widely according to the community . Symptoms may include bleeding, painful areas, acute urinary retention, urinary infection, wound infection, septicaemia, incontinence, vaginal and pelvic infections with depression and post-traumatic stress disorder as well as physiological concerns. If you have concerns that a child has suffered FGM you should contact children's social care team in the same way as other types of physical abuse. There is a mandatory duty to report to police any case where an act of female genital

mutilation appears to have been carried out on a girl under the age of 18, we will ensure this is followed in our setting.

Breast Ironing-Breast ironing also known as "breast flattening" is the process where young girls' breasts are ironed, massaged and/or pounded down through the use of hard or heated objects in order for the breasts to disappear or delay the development of the breasts entirely. It is believed that by carrying out this act, young girls will be protected from harassment, rape, abduction and early forced marriage. Although this is unlikely to happen to children in the nursery due to their age, we will ensure any signs of this in young adults or older children are followed up using the usual safeguarding referral process.

Fabricated illness-This is also a type of physical abuse. This is where a child is presented with an illness that is fabricated by the adult carer. The carer may seek out unnecessary medical treatment or investigation. The signs may include a carer exaggerating a real illness or symptoms, complete fabrication of symptoms or inducing physical illness, e.g. through poisoning, starvation, inappropriate diet. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

Emotional abuse

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual abuse

Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Child sexual exploitation (CSE)

Working Together to Safeguard Children defines CSE as “...a form of 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.”

Neglect - The persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision (including the use of inadequate care-givers); or
- ensure access to appropriate medical care or treatment.
- It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

Peer on peer abuse

We are aware that peer on peer abuse does take place, so we include children in our policies when we talk about potential abusers. This may take the form of bullying, physically hurting another child, emotional abuse, or sexual abuse. We will report this in the same way as we do for adults abusing children, and will take advice from the appropriate bodies on this area.

Previous Injuries

Any child arriving at Edmond Owls with a significant injury (bruise/scratch etc;) visible, parents will be asked about the cause of injury and an existing injury record will be completed. If an injury is discovered during the day, staff should get a witness and ask the child if appropriate how the injury happened. The staff member should complete an existing injury record, and the parent asked for clarification on collection of their child.

Monitoring Attendance of Children

Although it is not compulsory for children to attend nursery under our safeguarding responsibilities we are required to monitor children’s attendance and patterns of absence. All parents/carers are asked to notify us if their child cannot attend their session for whatever reason. This also enables us to monitor illnesses throughout the setting and take any necessary action required. For any concerns that arise due to absences our safeguarding children procedures will be followed.

Procedures

Edmond Owls are committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with the statutory agencies in accordance with the procedures that are set down in **‘What to do if you are worried a child is being abused’ (HMG 2015)**

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms-physical, emotional, and sexual as well as neglect.
- Staff are trained to recognise the signs of abuse such as changes in behaviour, appearance or play.

- Where we believe that a child in our care or that is known to us may be affected by any of these factors we follow the procedures below for reporting child protection concerns.
- Where such evidence is apparent, the child’s key person makes a dated record of the details of the concern and discusses this with the ‘designated person’. The information is stored on the child’s personal file.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of the children.
- We refer concerns to a **Family Connect Safeguarding Advisor (01952 385385)** during office hours (9-5pm) and co-operate fully in any subsequent investigation. Outside office hours we telephone the **Emergency Duty Team (01952 676500)**
- We may also have children who attend the setting from Shropshire, Staffordshire and Wolverhampton local authority and would also refer concerns to them (numbers displayed in nursery and office)
- **Shropshire** (First Point of Contact Team) **0345 6789021** (out of hours 0345 6789040)
- **Staffordshire** (First Response Team) **0800 1313126** (out of hours 0845 6042886)

Referral agencies

Telford & Wrekin social care team	Shropshire social care team	Staffordshire social care team	Wolverhampton social care team
Family Connect 01952 385385 Out of Hours 01952 676500	First Point of Contact 0345 678 9021 Out of Hours 0345 6789040	First Response 0800 1313 126 Out of Hours 0345 604 2886 or 07815 492613	Safeguarding Service 01902 555392 Out of Hours 01902 552999
If you think a child is in immediate danger, call the police on 999			
Childline 0800 1111	NSPCC 0800 800 5000	Protecting Vulnerable People (West Mercia Police): 0300 333 3000	

Recording suspicions of abuse and disclosures

- Where a child makes comments to a member of staff that give cause for concern (disclosure), or a member of staff observes signs or signals that give cause for concern, such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect; that member of staff:
 - listens to the child, offers reassurance and gives assurance that she or he will take action;
 - does not question the child;
 - makes a written record that forms an objective record of the observation or disclosure that includes: the date and time of the observation or the disclosure; the exact words spoken by the child as far as possible; the name of the person to whom the concern was reported, with the date and time; and the names of any other person present at the time.

- These records are signed and dated and kept in the child's personal file, which is kept securely and confidentially.
- The member of staff acting as the 'designated person' is informed of the issue at the earliest opportunity.
- Where Telford and Wrekin Safeguarding Partnership stipulates the process for recording and sharing concerns, we include those procedures alongside this procedure and follow the steps set down by Telford and Wrekin Safeguarding Partnership.

Making a referral to Family Connect

- Concerns are reported to Family Connect and are followed up in writing within 48 hours.

Informing parents

- Parents are normally the first point of contact. We discuss concerns with parents to gain their view of events, unless we feel this may put the child in greater danger.
- We inform parents when we make a record of concerns in their child's file and that we also make a note of any discussion we have with them regarding a concern.
- If a suspicion of abuse warrants referral to social care, parents are informed at the same time that the referral will be made, except where the guidance of Telford and Wrekin Safeguarding Partnership does not allow this, for example, where it is believed that the child may be placed in greater danger.
- This will usually be the case where the parent is the likely abuser. In these cases the social workers will inform parents.

Liaison with other agencies

- We work within the Telford and Wrekin Safeguarding Partnership guidelines.
- We have the current version of '**What to do if you're worried a child is being abused 2015**' available for parents (reception area) and staff (staff room and staff's memory sticks) and ensure that all staff are familiar with what they need to do if they have concerns.
- We have procedures for contacting the local authority regarding child protection issues.
- We notify Ofsted of any incident or accident and any changes in our arrangements which may affect the well-being of children or where an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on our premises or elsewhere). Notifications to Ofsted are made as soon as is reasonably practicable, but at the latest within **14 days** of the allegations being made. We also notify Charity Commission.

Allegations against staff (see also Whistleblowing Policy)

- We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers within the setting, or anyone living or working on the premises occupied by the setting, which may include an allegation of abuse.
- We respond to any inappropriate behaviour displayed by members of staff or any other person working with the children, which includes:
 - inappropriate sexual comments;
 - excessive one-to-one attention beyond the requirements of their usual role and responsibilities, or inappropriate sharing of images.
- We follow the guidance of Telford and Wrekin Safeguarding Partnership when responding to any complaint that a member of staff or volunteer within the setting, or anyone living or working on the premises occupied by the setting, has abused a child.
- We respond to any disclosure by children or staff that abuse by a member of staff or volunteer within the setting, or anyone living or working on the premises occupied by the setting, may have taken, or is taking place, by first recording the details of any such alleged incident.
- We refer any such complaint immediately to **Family Connect (385385)** for a referral to LADO (Local Authority Designated Officer), Glen Ashbrook.
- If the necessary contact/response is not received from the LADO please contact, **Independent Conference and Reviewing Officer/LADO, Safeguarding Advisory service, Addenbrook House Telford.**
- We also report any such alleged incident to Ofsted and Charity Commission, as well as what measures we have taken. We are aware that it is an offence not to do this.
- We co-operate entirely with any investigation carried out by children's social care in conjunction with the police.
- Where the management team and children's social care agree it is appropriate in the circumstances, the Board of Directors will suspend the member of staff on full pay, or the volunteer, for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place, but is to protect the staff, as well as children and families throughout the process.

Disciplinary action

Where a member of staff or volunteer has been dismissed due to engaging in activities that caused concern for the safeguarding of children or vulnerable adults, we will notify the Disclosure and Barring Service (01325 953795) of relevant information, so that individuals who pose a threat to children (and vulnerable groups) can be identified and barred from working with these groups.

Edmond Owls are committed to promoting awareness of child abuse issues throughout its training and learning programmes for staff and volunteers. We are also committed to empowering young children, promoting their right to be strong, resilient and listened to.

Training

- We seek out training opportunities for all adults involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect and that they are aware of the local authority guidelines for making referrals.
- We ensure that designated persons receive training in accordance with that recommended by the Local Safeguarding Children Board.
- We ensure that all staff know the procedures for reporting and recording any concerns they may have about the provision.

Planning

- The layout of the rooms allows for constant supervision. No child is left alone with staff or volunteers in a one-to-one situation without being visible to others.

Curriculum

- We introduce key elements of keeping children safe into our programme to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to and so that they develop an understanding of why and how to keep safe.
- We create within the setting a culture of value and respect for individuals, having positive regard for children's heritage arising from their colour, ethnicity, languages spoken at home, cultural and social background.
- We ensure that this is carried out in a way that is developmentally appropriate for the children.

Confidentiality

- All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board.

Support to families

- We believe in building trusting and supportive relationships with families, staff and volunteers in the group.
- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, information sharing, monitoring of the child, and liaising at all times with the local children's social care team.
- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- We follow the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure and only if appropriate under the guidance of the Local Safeguarding Children Board.

Prevent Agenda

We are aware that we have **due regard to the need to prevent people being drawn into terrorism**. This is referred to in the Prevent Duty document. Under the Counter-Terrorism and Security Act 2015 we have a duty to refer any concerns of extremism to Family Connect.

E-Safety

We are aware of the growth of internet use and the advantages this can bring. However, we are also aware of the dangers and strives to support children, staff and families in using the internet safely.

Within the nursery we do this by:

- Children don't have internet access in the setting
- Using approved devices to record/photograph in the setting
- Reporting emails with inappropriate content to the internet watch foundation (IWF www.iwf.org.uk)
- Integrating e-safety into nursery daily practice by discussing computer usage 'rules' deciding together what is safe and what is not safe to do online
- Talking to children about 'stranger danger' and deciding who is a stranger and who is not, comparing people in real life situations to online 'friends'

- When using Skype and FaceTime (where applicable) discussing with the children what they would do if someone they did not know tried to contact them
- Children’s screen time is monitored to ensure they remain safe online and have access to material that promotes their development. We will ensure that their screen time is within an acceptable level and is integrated within their programme of learning.

Modern Slavery and Human Trafficking

Child trafficking and modern slavery is becoming a more frequent form of child abuse. Children are recruited, moved, transported and then exploited, forced to work or are sold on.

Modern slavery is a term that covers:

- Slavery
- Servitude and forced or compulsory labour
- Human trafficking.

Victims of modern slavery are also likely to be subjected to other types of abuse such as physical, sexual and emotional abuse. This policy should be used alongside the following policies to ensure all children, staff, parents and visitors are fully safeguarded:

- Safeguarding and child protection
- Whistleblowing
- Equality and inclusion

For an adult or child to have been a victim of human trafficking there must have been:

- *Action* (e.g. recruitment, transportation, transfer, harbouring or receipt of a child for the purpose of exploitation)
- *Means* (threat or use of force, coercion, abduction, abuse of power or vulnerability) There does not need to be “means” for children as they are not able to give informed consent
- *Purpose* (e.g. sexual exploitation, forced labour or domestic servitude, slavery, financial exploitation, illegal adoption, removal of organs).

Procedure:

When a concern is raised about slavery or trafficking then we will follow our safeguarding procedure. If the child (or adult) is at risk of immediate harm then the police will be called, otherwise the local authority will be contacted and the referral process will be followed as per the safeguarding procedure.

County Lines

The National Crime Agency (NCA) describe county lines as a term used to describe gangs and organised criminal networks involved in exporting illegal drugs from big cities into smaller towns, using dedicated mobile phone lines or other form of ‘deal line.’ Customers will live in a different area to where the dealers and networks are based, so drug runners are needed to transport the drugs and collect payment.

Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims. Children can be targeted and recruited into county lines in a number of locations including schools, further and higher educational institutions, pupil referral units, special educational needs schools, children’s homes and care homes.

Signs and indicators to be aware of include:

- Changes in the way young people you might know dress
- Unexplained, sometimes unaffordable new things (e.g. clothes, jewellery, cars etc.)
- Missing from home or schools and/or significant decline in performance
- New friends or relationships with those who don't share any mutual friendships with the victim or anyone else
- May be carrying a weapon
- Receiving more texts or calls than usual
- Sudden influx of cash, clothes or mobile phones
- Unexplained injuries
- Significant changes in emotional well-being
- Young people seen in different cars/taxis driven by unknown adults
- Young people seeming unfamiliar with your community or where they are
- Truancy, exclusion, disengagement from school
- An increase in anti-social behaviour in the community
- Unexplained injuries
- Gang association or isolation from peers or social networks.

Cuckooing

Cuckooing is a form of county lines crime in which drug dealers take over the home of a vulnerable person in order to criminally exploit them as a base for drug dealing, often in multi-occupancy or social housing properties. Signs that this is happening in a family property may be an increase in people entering or leaving the property, an increase in cars or bikes outside the home; windows covered or curtains closed for long periods, family not being seen for extended periods; signs of drug use or an increase in anti-social behaviour at the home.

If we recognise any of these signs, we will report our concerns as per our reporting process.

This policy was reviewed September 2020

Print Name	Linda Devey
Role	Designated Officer
Signature	
Print Name	Jo Da Silva
Role	Director
Signature	
Print Name	Rachel Plant
Role	Manager/Designated Person
Signature	
Print Name	Lindsay Wilson
Role	Deputy Manager/Designated Person
Signature	

