



# Safeguarding Children

At Monkey Puzzle West Norwood Nursery, we create a safe environment through robust safeguarding practice. We ensure adults who work here, including volunteers, don't pose a risk to children and everyone is committed to protecting all children. We aim to promote the health, development, safety and welfare of all our children and their families.

Our local community is very diverse, and we respect and celebrate cultural differences. However, these cannot be viewed as a valid explanation for clear harm to a child.

Monkey Puzzle West Norwood Nursery and its staff have a legal duty to take action if they are concerned for a child's welfare or we will always aim to work closely with parents.

This booklet has been written as a brief guide to our responsibilities in relation to the safeguarding of children.

## **What is Safeguarding?**

Safeguarding covers both the prevention of harm to children as well as the actions to take should it become apparent that some harm has occurred. Nursery procedures around security, sickness, emergency contacts, staff probation and staff to child ratios, for example, all relate to the prevention of harm.

This booklet relates predominantly to child protection. This is the process of ensuring that, where there is concern for the safety or welfare of a child, correct procedures are followed to ensure that issues

are investigated by the appropriate professionals and that the child can then be kept safe in the future.

### **Monkey Puzzle West Norwood Nursery's Legal Obligation**

It is a sad fact of life that children of all ages and from all walks of life may be subject to abuse. There are four types of child abuse:

- Physical
- Emotional
- Sexual
- Neglect

All those who come into contact with children in their everyday work have a duty to safeguard and promote the welfare of children. Where a Monkey Puzzle West Norwood Nursery staff member has concerns about a child's or parent/carer's welfare or safety, then they have a legal obligation to refer this to the designated member of staff for safeguarding at the Nursery. We will then follow our safeguarding procedures, some of which are detailed below. We are guided by the local authority, and procedures have become much more rigorous following several high-profile cases of abuse (e.g. Victoria Climbié, Baby P).

### **Staff Training**

All staff are told of their responsibilities for safeguarding during their induction and also know what action to take if they suspect that a child is being abused. All staff also attend specific safeguarding training.

### **Signs of Abuse or Neglect**

Concern for a child's or parent/carer's protection, welfare or safety may arise through:

- A child's behaviour, including signs of discomfort or distress
- Physical signs of harm or neglect
- What a child or parent/carer might say, or
- Information from another party

Significant changes in a child's behaviour or appearance will be investigated. In most cases there is a simple explanation for the changes but as part of our legal obligations, we will keep confidential records of our concerns. We will normally talk directly to parents/carers about any issues, but we may also refer our suspicions to Children's Social Care. In this instance, we will normally tell the parents/carers that we are making a referral. However, in certain circumstances, local authority procedures stipulate that we should not tell parents/carers.

Procedures outlined in the HM Government Guidance *What to do if You're Worried a Child is Being Abused?* will be followed. Copies of this document are available online. All staff are made familiar with this document when they join the Nursery, and copies can be made available for parents/carers.

### **Staff**

All appointments in the Nursery are subject to a probationary period and will only be made permanent once we are sure that the person can be entrusted with children. Professional references are taken on all new staff members.

No staff member will be left alone for long periods with individual children.

Temporary staff, students, volunteers and visitors will never be left alone with children and will not take any responsibility for children.

All staff must pass a DBS check before they can start working in sole charge of children at Monkey Puzzle West Norwood Nursery.

Staff without a DBS check are never left alone with children, have no responsibility for children and do not take children to the toilet or change nappies.

To avoid any conflicts of interest, staff are discouraged from babysitting or socialising with parents/carers. This is so that they can remain professional and objective in their roles within the Nursery.

Promoting children's awareness of their own safety is part of our usual activities with the children. We will incorporate talks about protection and personal safety, as well as labelling body parts, stranger danger, telling an adult, expressing their feelings and good and bad secrets.

### **Designated Persons for Safeguarding Children**

Designated Person for Safeguarding:	Rebecca Gordon
Deputy Person for Safeguarding:	Sheena Patel
Nominated Person:	In the absence of the Safeguarding Officer, or if you want to raise an issue regarding an Officer, please contact Head Office, tel: 01442 878 887.

### Contact Details

Lambeth SCB:	020 7926 5387
Lambeth First Response Team:	020 7926 5555
Lambeth Local Authority Designated Officer:	020 7926 5555

More detailed information is contained in our Safeguarding Policy which can be obtained from the Office.

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