



Broomley Pre-School
Main Road
Stocksfield
Northumberland
NE43 7NN
[Tel:01661 844477](tel:01661844477)
Registered Charity No. 1069127

Safeguarding children and child protection procedures

(Including managing allegations of abuse against a member of staff)

Policy statement

Name of Organisation; Broomley Pre-School

Location; Broomley Pre-School, Main Road, Stocksfield, NE43 7NN

Purpose of organisation; Voluntary Pre-School

Broomley Pre School links to the following school policies:

- *PREVENT Policy*
- *Equality and Diversity Policy*
- *Anti-bullying Policy*
- *Suitable Staff*
- *E-Safety Policy*

The following national guidelines should also be read when working with this policy:

- Keeping Children Safe in Education DfE 2021
- Working Together to Safeguard Children HM Government 2018
- Information Sharing - Advice for practitioners providing safeguarding services to vulnerable children, young people, parents and carers (2015)
- The Statutory Framework for the Early Years Foundation Stage (EYFS)2021

Broomley Pre-School recognises that all children have a right to protection from abuse and takes very seriously its responsibility to protect and safeguard the welfare of all the young children within our setting.

- Broomley Pre-School recognises that many children and young people today are the victims of neglect, and physical, sexual and emotional abuse. Accordingly, Broomley Pre-School has adopted the policy contained within these documents. The policy sets out agreed guidelines relating to responding to allegations of abuse, including those made against staff and volunteers. Broomley Pre-School recognises the need to build constructive links with the child care agencies. These guidelines have been prepared in accordance with the Northumberland Area Child Protection Procedures. They will be kept under review and be supported by appropriate training.
- The policy applies to all staff and volunteers who act on behalf of the organisation and who come directly into contact with children. Every individual has a responsibility to inform the designated person in respect of child protection or their deputy of concerns relating to safeguarding children. The designated person must decide if the concerns should be communicated to One Call or the police.
- All staff must be clear about their responsibility and that of others in providing a caring and safe environment for all pupils to learn.
- To this end Broomley Pre-School will ensure that all staff, whether permanent or temporary, and volunteers are aware of systems within the school which support early help and safeguarding and will be explained to them as part of staff induction.
- All staff have a responsibility to identify children who may be in need of extra help or who are suffering, or are likely to suffer, significant harm. All staff then have a responsibility to take appropriate action, working with other services as needed
- Respond swiftly and appropriately to all suspicions or allegations of abuse, and provide parents and children with the opportunity to voice their concerns
- Inform parents of our role in the child protection policy and that if a disclosure is made by a child to a member of staff as part of procedure the designated person will inform One Call.

- Have an efficient system for dealing with concerns about possible abuse that all staff members are aware of.
- Maintain good links with statutory child care authorities

Our policy adheres to the guidelines as set out in the Early Years Foundation Stage (2021) and Working together to Safeguard Children (2018)

Definitions

Physical Abuse

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 institution or community setting; by those known to them, or more rarely by a stranger. Physical abuse 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 carer feigns the symptoms of, or deliberately causes ill health to a child whom they are looking after.

Emotional Abuse

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to the children that they are worthless or unloved, inadequate, or valued only insofar as they meet the need of another person. It may involve causing children frequently to feel frightened or in danger, other exploitation or corruption of children. Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.

Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person 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. They may include non-contact activities such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect

Neglect is 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. It may involve a parent or carer failing to provide adequate food shelter and clothing, failing to protect a child from physical harm, or danger or the failure to ensure address to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness, to a child's basic emotion.

Early Help, Safeguarding and Child Protection in specific circumstances

All staff should be aware of the early help process, and understand their role in identifying emerging problems, sharing information with other professionals to support early identification and assessment of a child's needs. It is important for children to receive the right help at the right time to address risks and prevent issues escalating. This also includes staff monitoring the situation and feeding back to the Designated Safeguarding Lead any ongoing/escalating concerns so that consideration can be given to a referral to Children's Services if the child's situation does not appear to be improving.

Staff and volunteers working within the school should be alert to the potential need for early help for children also who are more vulnerable. For example:

- Children with a disability and/or specific additional needs.
- Children who have English as an additional language
- Children with special educational needs.
- Children whose family circumstances present challenges, such as substance abuse, adult mental health or learning disability, domestic violence.
- Children who are showing early signs of abuse and/or neglect.
- Children who are looked after or previously looked after
- Children from a cultural heritage which may pose a risk, such as from forced marriage or FGM
- Children who are refugees
- Children who are homeless or at risk of becoming homeless
- Children who are being privately fostered

Concerns which do not meet the threshold for child protection intervention will be managed through the Early Help process

<http://www.northumberland.gov.uk/Children/Family/Support.aspx#earlyhelpassessmentsforms>

Early Help: 01670 536400

Attendance

We are aware that a pupil's unexplained absence from school could mean that they are at risk from harm.

- (1) We will always report an unexplained absence of a child with a Child Protection Plan or a Child in Need to the child's social worker within one day
- (2) We will always seek to clarify the reason for a child's absence from pre-school with the child's parent or carer as soon as is practicable within two days
- (3) We will always report a continued absence about which we have not been notified by the parent or carer to the local authority.

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.

Child Sexual Exploitation (CSE)

We recognise that child sexual exploitation (CSE) involves exploitative situations, contexts and relationships where young people receive something (for example food, accommodation, drugs, alcohol, gifts, money or in some cases simply affection) as a result of engaging in sexual activities.

We will consider the following CSE indicators:

(1) Sexual exploitation can take many forms ranging from the seemingly 'consensual' relationship where sex is exchanged for affection or gifts, to serious organised crime by gangs and groups.

(2) Perpetrator always holds some kind of power over the victim which increases as the exploitative relationship develops.

(3) Sexual exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex, sexual bullying including cyberbullying and grooming.

However, it is also important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this abuse.

Child Criminal Exploitation (CCE) / County Lines

In a similar way to sexual exploitation CCE is when there is a power imbalance where children are used by individuals or gangs to take part in criminal activity, this can include drug running, stealing etc. The child often believes they are in control of the situation. Violence, coercion and intimidation are common. County lines is the police term for urban gangs supplying drugs to suburban areas and market and coastal towns using dedicated mobile phone lines or "deal lines". It involves child criminal exploitation, as gangs use children and vulnerable people to move drugs and money. Gangs establish a base in the market location, typically by taking over the homes of local vulnerable adults by force or coercion in a practice referred to as 'cuckooing'. County lines is a major, cross-cutting issue involving drugs, violence, gangs, safeguarding, criminal and sexual exploitation, modern slavery, and missing persons; and the response to tackle it involves the police, the National Crime Agency, a wide range of Government departments, local government agencies and VCS (voluntary and community sector) organisations. County lines activity and the associated violence, drug dealing and exploitation have a devastating impact on young people, vulnerable adults and local communities.

<https://www.gov.uk/government/publications/criminal-exploitation-of-children-and-vulnerable-adults-county-lines>

Female Genital Mutilation

We recognise that there is a range of potential indicators that a girl or young woman may be at risk of FGM. We are aware that this is a Mandatory reporting duty from October 2015.

If staff have a concern they should follow local safeguarding procedures and local protocols for multi-agency liaison with police and children's social care. Further guidance is available through Multi-Agency Practice Guidance.

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 pre-school 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.

Preventing Radicalisation

Broomley Pre-School is clear that extremism and radicalisation should be viewed as safeguarding concerns. We value freedom of speech and the expression of beliefs and both pupils/students and adults have the right to speak freely and voice their opinions.

From 1 July 2015 schools are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015, in the exercise of their functions, to have "due regard to the need to prevent people from being drawn into terrorism".

The statutory Prevent guidance summarises the requirements on schools in terms of four general themes: risk assessment, working in partnership, staff training and IT policies.

As with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate they may be in need of help or protection. If staff have a concern they should follow local safeguarding procedures and local protocols for multi-agency liaison with police and children's social care. (Please see Prevent Duty policy for further details and procedures.)

When children are suffering from physical, sexual or emotional abuse, or may be experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, or their play.

- We take into account factors affecting parental capacity, such as social exclusion, domestic violence, parent's drug or alcohol abuse, mental or physical illness or parent's learning disability.
- We are aware of other factors that affect children's vulnerability such as abuse of disabled children, fabricated or induced illness, child abuse linked to beliefs in spirit possession, sexual exploitation of children such as through internet abuse, Grooming and Female Genital Mutilation that may affect or may have affected children and young people using our provision.
- We also make ourselves aware that some children and young people are affected by gang activity, by complex, multiple or organised abuse, through forced marriage or honour based violence or maybe victims of child trafficking. While this may be less likely to affect young children in our care we may become aware of any of these factors affecting older children and young people who we may come into contact with.
- Where we believe a child in our care or known to us may be affected by any of these factors we follow the procedure for reporting child protection concern and refer to <http://northumberlandlscb.proceduresonline.com> in instances where the referral process may differ from that stated in the above procedures.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.
- We take account of the need to protect young people aged 16-19 as defined by the Children Act 1989. This may include students or school children on work placement, young employees or young parents. Where abuse is suspected we follow the procedure for reporting any other child protection concerns. The views of the young person will always be taken into account, but the setting may override the young person's refusal to consent to share information if it feels that it is necessary to prevent a crime from being committed or intervene where one may have been or to prevent harm to a

child or adult. Sharing confidential information without consent is done only where not sharing it could be worse than the outcome of having shared it.

Child abuse linked to faith or belief (CALFB) Spirit possession or Witchcraft.

- The evil eye or djinns (traditionally known in some Islamic faith contexts) and dakini (in the Hindu context)
- Ritual or multi murders where the killing of children is believed to bring supernatural benefits, or the use of their body parts is believed to produce potent magical remedies
- Spirit possession is the belief that spirits, gods, or demons can take control of a human body. A child may suffer emotional, physical and sexual abuse and neglect if they are labelled and treated as being possessed with an evil spirit. Significant harm may occur when an attempt is made to 'exorcise' or 'deliver' the evil spirit from the child.
- Use of belief in magic or witchcraft to create fear in children to make them more compliant when they are being trafficked for domestic slavery or sexual exploitation. This is not an exhaustive list and there will be other examples where children have been harmed when adults think that their actions have brought bad fortune.

Peer on Peer abuse

At Broomley Pre-School we understand that very young children are learning to understand and identify with their feelings and emotions and at times, either intentionally or unintentionally, may hurt another child, physically, verbally or emotionally. When an incident like this may occur, we always talk to the children about their feelings, encourage them to think about others' feelings and see if they can find a resolution between themselves (with guidance from an adult.) We monitor such incidents to observe if there are any particular triggers for this behaviour or to see if any particular individuals are regularly involved. We will talk to the parents at the end of a session if deemed necessary.

Children are encouraged to make their own rules regarding suitable behaviour in the setting and the voice of the child is also heard during group discussions on this subject.

Staff and volunteers

- We ensure all staff and parents are made aware of our safeguarding policies and procedures.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out 'enhanced disclosure' checks with the Disclosure Barring Service (DBS) before posts can be confirmed.
- Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.
- We abide by Ofsted requirements in respect of references and DBS checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
- Volunteers do not work unsupervised.
- We abide by the Protection of Vulnerable Groups Act requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the setting.
- We take security steps to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children.
- We take steps to ensure children are not photographed or filmed on video for any other purpose than to record their development or their participation in events organised by us. Parents sign a consent form and have access to records holding visual images of their child.
- Please see Suitable Staff Policy for further information.

What to do if you are worried a child is being abused.

- You must report concerns as soon as possible to:

Sophie Lowes - Deputy Pre School Leader (Designated child protection person) phone number **07967801898** who is nominated by Broomley Pre-School to act on their behalf in referring allegations of suspicions of neglect or abuse to the statutory authorities.

In the absence of the designated person, the matter should be brought to the attention of the **Deputy designated person Tina Gray - Pre-School Manager** phone number **07957966544**.

Assistant Deputy Christine Little – phone number 07514428167

If it is an emergency, and the designated persons cannot be contacted, then One Call or the police should be contacted at the numbers given below.

Northumberland County Council – Children’s Services - Onecall

01670 536400

Northumbria Police Central Referral Unit

101 ext 45170

Responding to and recording suspicions of abuse and disclosures.

- Where a child makes comments to a member of staff that gives cause for concern (disclosure), observes signs or signals that gives 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 must:
 - Listen to what the child is saying without interruption and without asking leading questions.
 - Respect the child’s right to privacy but not promise confidentiality
 - Reassure the child that he/she has done the right thing in telling.
 - Explain to the child that in order to keep him/her safe from harm the information that has been shared must be passed on.

- Report what has been disclosed to the Designated Person in the school.
- Record, as soon as is practicable, what was said using the ***child's actual words***- and make a written record that forms an objective account 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 situation in which the disclosure was made.
 - the name and signature of the person to whom the concern was reported, with date and time; along with the names of any other person present at the time.
- Suspicions should not be discussed with anyone, other than those named above.
- These records are signed and dated and kept in the Child Protection File which is kept securely in a locked filing cabinet within a locked cupboard within the Pre School setting.
- If the suspicions relate to any of the designated persons, the Designated Officer (DO) should be contacted. (See below)

The Designated Safeguarding Lead will:

- Assess any urgent medical needs of the child with the support of relevant medical personnel if needed.
- Consider whether the child has suffered, or is likely to suffer significant harm.
- Check whether the child is currently subject to a Child Protection Plan or has been previously subject to a Plan.
- Confirm whether any previous concerns have been raised by staff.
- Consider whether the matter should be discussed with the child's parents or carers or whether to do so may put the child at further risk of harm because of delay or the parent's possible actions or reactions
- Seek advice if unsure that a child protection referral should be made.
- Make any necessary referrals and record this action
- Put in place an early help plan if needed

Concerns which do not meet the threshold for child protection intervention will be managed through the Early Help process
<http://www.northumberland.gov.uk/Children/Family/Support.aspx#earlyhelpassessmentforms>

Please refer to the flow chart of decision making when dealing with referrals/concerns

Making a referral

- Broomley Pre-School follows procedures for making a referral to One Call. This is based on the procedure guidelines stated in 'What to do if you are worried a child is being abused' (HMG 2015).
- We keep a copy of this document alongside procedures set down by our Local Safeguarding Children Board in a child protection file stored in the locked cupboard. Relevant information is also displayed on the Parent Notice Board.
- The staff member who observes or receives a disclosure should make a record of what the child has said or the injury that has been noted and any explanation in the class or team Safeguarding file. This should be done immediately in pen as it might become a legal document
- Report the incident, small or large, to the Lead Person for Child Protection immediately.
- If you are unclear about what action you should take, seek advice from one of the named child protection officers – do not go to any other member of staff
- You must report any concern, you cannot keep it confidential or monitor it yourself
- The Lead Person will assess the situation and act according to policy.
- The Lead Person will discuss the next step with other child protection leads and the decision will be made as to how to proceed and will go ahead the same day.
- If the Lead Person makes a referral, Social Services will follow their procedures and do their own investigation. You might be asked to provide information about the child and their current well-being.

- In the case of an allegation against a member of staff, the child protection will contact the Designated Officer (DO) and the procedures will be followed according to his or her directives. Where the child protection lead is the subject of the allegation, the Deputy will contact the DO.
- MASH (Multi-Agency Safeguarding Hub) Set up for Northumberland to deal with safeguarding concerns about a child or adult. The MASH involves different agencies working together in the same location and sharing information to provide a faster, more co-ordinated approach to investigate reports of abuse or neglect of a child or adult. The MASH deals with all cases which have been assessed as meeting the safeguarding threshold.

Please refer to the flow chart of decision making when dealing with allegations against people who work with children.

Owing to the nature of the day-to-day relationship children at Broomley Pre-School have with staff, all adults working in the school are particularly well placed to notice any physical, emotional or behavioural signs that a child may be suffering significant harm. We understand that harm means the ill-treatment or impairment of a child's health and/or development, including that caused as a result of witnessing the ill-treatment of another person and we understand that not all children will choose to talk but may communicate through different ways. We will always be aware of and alert to any possible indicators that a child is suffering harm.

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 make a record of any concerns about a child, recording information on a 'Keep an Eye on Log.' We also make a note of any discussion with parents we have 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 the Local Safeguarding Children Board 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.
- It is the right of any individual to make direct referrals to the child protection agencies. We would hope that an individual would use this procedure. However, if you feel that the organisation has not responded appropriately to your concerns, it is open to you to contact the child protection agencies direct.

Liaison with other agencies

- We work within the Local Safeguarding Children Board guidelines.
- We have a copy of 'What to do if you're worried a child is being abused' (2015) for parents and staff and all staff are familiar with what to do if they have concerns.
- We have procedures for contacting the local authority on child protection issues and will maintain a list of names, addresses and telephone numbers of social workers if applicable, to ensure that it is easy, in any emergency, for the setting and social services to work well together
- We notify the registration authority (Ofsted) of any incident or accident and any changes in our arrangements which may affect the wellbeing of children or where an allegation of abuse is made against a member of staff.
- Contact details for the local National Society for the Prevention of Cruelty to Children (NSPCC) are also kept.

Allegations against staff and other professionals

- We ensure that all parents know how to complain about the behaviour or actions of staff or volunteers within the setting, which may include an allegation of abuse.
- We follow the guidance of the Local Safeguarding Children Board when responding to any complaint that a member of staff, or volunteer within 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 may have taken, or is taking place, by first recording the details of any such alleged incident.
- We refer any such complaint immediately to the Designated Officer (DO) We also report any such alleged incident to Ofsted and 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 committee and children's social care agree it is appropriate in the circumstances, the chairperson 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 Independent Safeguarding Authority (ISA) 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.

Broomley Pre School is committed to promoting awareness of child protection issues through continuous staff training. It is also committed to empowering young children, through its early childhood curriculum, 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 all staff are aware of the procedures for reporting and recording their concerns in the setting.

- All staff will undergo Safeguarding training relevant to their position upon appointment to the setting; the designated person and deputy designated person will attend training annually. All other staff will have training refreshed biannually and attend any other recommended training relevant to child protection issues.
- We will ensure that the training our staff undertake contains opportunities for learning about those specific areas of child protection about which everyone working in education should be aware of and alert to:
 - Substance misuse with parent and carers
 - Fabricated or induced illness
 - Faith Abuse and Honour Violence
 - Female Genital Mutilation (FGM)
 - Forced Marriage
 - Mental Health
 - Private Fostering
 - Preventing Radicalisation
 - Trafficking
 - Child Missing from Education
 - Child Sexual Exploitation (CSE)
 - Bullying including Cyberbullying
 - Domestic Violence

Planning and Curriculum

- 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.
- Promoting a caring, safe and positive environment within the Pre-school.
- Ensuring that our staff are appropriately trained in safeguarding and child protection according to their role and responsibilities and keep a record of all training undertaken.
- Ensure that our staff are fully inducted and comply with the school's staff behaviour/code of conduct policy.

- Encouraging the self-esteem and self-assertiveness of all pupils through the curriculum so that the children themselves become aware of danger and risk and what is acceptable behaviour and what is not and know who to turn to for help.
- We introduce key elements of keeping children safe into our planning to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to and that they develop an understanding of why and how to keep safe.
- We create within the setting a culture of value and respect for the individual, 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.
- Working in partnership with all other services and agencies involved in the safeguarding of children
- Displaying appropriate posters that detail contact numbers for child protection help-lines
- Always following Safer Recruitment procedures when appointing staff or volunteers to work in our school
- Welcoming visitors in a safe and secure manner
- Undertaking risk assessments when planning out of school activities or trips Ensuring that any community groups which use our premises for the provision of services to children have child protection

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.
- Information about pupils given to us by the children themselves, their parents or carers, or by other agencies will remain confidential. Staff will

be given relevant and information only a “need to know” basis in order to support the child if that is necessary and appropriate.

- We are, however, under a duty to share any information which is of a child protection nature. We understand that this is in the best interests of the child and overrides any other duties we have regarding confidentiality and information sharing.
- We have a duty to keep any records which relate to child protection work undertaken by us or our partner agencies and to ensure that these are kept apart from the main pupil record, stored securely and only accessible to key members of staff. We also have a duty to send copies of these records to any school to which the pupil transfers

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, providing information, 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 (Early Health Assessment) (Section 47) 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.

Contact Details

Designated Child Protection Person

Deputy Designated Person

Sophie Lowes

07967801898

Tina Gray

07957966544

Assistant Deputy

Christine Little 07514428167

Local Safeguarding Children's Board (LSCB)

Robin Harper-Coulson

Safeguarding Board Business Manager

County Hall

Morpeth

Northumberland

NE61 2EF

Email: Robin.Harper-Coulson@northumberland.gcsx.gov.uk

Tel: 01670 624037

Northumberland County Council – Children's Services - Onecall

01670 536400

Or send a written referral to: childrenstriage@northumberland.gov.uk

Designated Officer (DO)

Louise Prudhoe (Northumberland Area)

01670 623979

01670 822386 (Out of Hours)

Louise.Prudhoe@northumberland.gov.uk

LADO@northumberland.gov.uk

Northumbria Police Central Referral Unit

101 ext 45170

NSPCC

Telephone Helpline-0808 800 5000

Email-help@nspcc.org.uk

Further Reading.

- Working Together to Safeguard Children (revised HMG 2018)
- What to do if you are Worried a Child is Being Abused (HMG 2015)
- Keeping Children Safe in Education (2021)
- Information Sharing – Advice for practitioners providing safeguarding services to vulnerable children, young people, parents and carers (2018)
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2007)
- Independent Safeguarding Authority: www.isa.gov.uk

This policy was adopted at a committee meeting of

Broomley Pre School

Held on: March 2023

Date to be reviewed - March 2024

Signed on behalf of the management committee:

Name of signatory - Vanessa Hucklesby

Role of signatory - Chairperson