



Safeguarding and Protecting Children Policy

This policy is in line with the West Yorkshire Interagency Consortium Safeguarding Procedures www.proceduresonline.com/westyorksbc and applies to all staff, including senior managers and the board of directors, paid staff, volunteers and sessional workers, agency staff, students or anyone working on behalf of Bright Beginnings. This policy is supported by our Safeguarding procedure.

Safeguarding is Everyone's Responsibility

Under the Children Act 2004 & 2006, all of us who come in to contact with children and families in our everyday work, including workers who do not have a specific role in relation to safeguarding children, have a duty to safeguard and protect children.

Safeguarding and promoting the welfare of children means, as defined in the Children's Act 2004/2006:

- Protecting children from maltreatment
- Preventing impairment of children's health and development
- Insuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Undertaking the role so as to enable those children to have optimum life chances and to enter adulthood successfully

The three main principles of the act are:

1. The child's welfare is paramount
2. Delay is not in the child's best interest and should be avoided
3. Courts should make no order unless it is in the interest of the child

Bright Beginnings believes that a child or young person should never experience abuse of any kind. We have a responsibility and duty of care to promote the welfare of all children and young people and keep them safe and protected from harm. We are committed to practice in ways that protect them.

The purpose of this policy is to protect children and young people who access Bright Beginnings Childcare Centre. This includes the children of Centre staff who use our service.

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We recognise:

- The welfare of children is paramount, as enshrined in the Children's Act 1989, 2004 & 2006
- All children, regardless of age, disability gender, racial heritage, religious belief, sexual orientation have a right to equal protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experience, levels of dependency, communication need or other issues.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

Adults within the Centre will:

- Always listen to children, protecting them from maltreatment and act on concerns; they may be the first person a child confides in or first to identify a concern
- Promote children's good health and development
- Create an environment which encourages children to develop a positive self-image.
- Work to enable children to have optimum life chances and to enter adulthood successfully.
- Encourage children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development.
- Provide a secure environment where all children are cared for and flourish.
- Ensure that confidentiality is applied at all times when dealing with Safeguarding incidents or concerns

For Bright Beginnings to achieve this we will:

Exclude known abusers

It is made clear to applicants that the position is exempt from the provisions of the Rehabilitation of Offenders Act 1974.

All applicants are interviewed before appointment and references sought, after which the relevant clearance procedures from the Disclosure and Barring Service (DBS) required by Ofsted, will be undertaken.

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The Centre also takes into account the 'Disqualification by Association' position when employing staff members. Staff members are asked at the interview stage and throughout employment, questions regarding their suitability to work with children as well as whether persons living within their household or are closely associated with hold a criminal conviction relating to children. Any disclosures of association will be looked into and risk assessed prior to appointment.

All appointments are subject to a probationary period and are not confirmed unless we are confident that the applicant can be safely entrusted with the children.

Provide staff with up to date training

Training is provided to enable staff to understand their safeguarding policy and procedures and ensure that all staff have up to date knowledge of safeguarding issues. Training made available will enable staff members to identify signs of possible abuse and neglect at the earliest opportunity, and to respond in a timely and appropriate way. These may include:

- Significant changes in behaviour
- Deterioration in children's general well being
- Unexplained bruising, marks or signs of possible abuse or neglect
- Children's comments which give cause for concern
- Signs of radicalisation and what to do in that instance (The Prevent Duty)
- Signs of FGM and the duty of staff to report any known cases
- Inappropriate behaviour displayed by other members of staff, or any person working with or having contact with the children. For example, inappropriate language, sexual comments, excessive one-to-one attention beyond the requirements of their usual role or the sharing of images
- Recognising additional barriers that exist when recognising the signs of abuse or neglect for children who have additional needs and/or disabilities

The designated safeguarding officer or safeguarding lead officer, undergoes specific safeguarding training every 2 years at least, and all members of staff receive regular updates and have their skills refreshed annually as a minimum.

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The designated lead safeguarding officer liaises with the Local Safeguarding Partnership to keep updated with new procedures and is sent on all relevant training courses ensuring information is cascaded to other members of staff where appropriate.

Apply the Prevent Duty into our practice

'Prevent' is part of the governments overall counter-terrorism strategy which is called CONTEST. Our aim is to ensure the objectives of Prevent in order to reduce the threat from terrorism by stopping people becoming terrorists or supporting terrorism.

The Centre aims to meet the strategies objectives of:

- Respond to the ideological challenge of terrorism and threat we face from those who promote it
- Prevent people being drawn into terrorism and to ensure they are given appropriate advice and support
- Work with sectors and institutions where there are risks of radicalisation

As a Centre we aim to do this by:

- Ensuring our staff members are able to demonstrate a general understanding of the risks effecting young children in the area and an understanding of how to identify individual children who may be at risk of radicalisation and what to do to support them, through training, regular discussions and keeping detailed observations of any unusual behaviours or anything deemed to be concerning
- Promoting fundamental British Values and understanding how this underpins what we do with the children daily, and challenging extremist views
- Teaching the children how to recognise and manage risks, make safer choices and recognise when pressure from others threatens their personal safety and wellbeing, including knowing when, where and how to get help
- To work alongside families to support their children and offer advice, support and education

Leeds Local Authority have their own Duty and Advice Team tel: 0113 3760336 (or out of hours tel: 0113 2409536) who can be contacted for advice regarding the above.



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Protect our children from the threat of harmful online material

We do this through ensuring children only use sites appropriate for children, age appropriate games or programmes and strict staff supervision.

Protect our children from peer on peer abuse

The Centre promotes 'room rules' which incorporate the need to be kind to one another, talks about feelings and consequences of actions and gives the children a voice if they are made to feel sad, scared or worried.

Staff members record all incidents they deem significant on incident forms so behaviours can be monitored and managed. Staff members will support children in a developmentally appropriate manner to begin to understand the impact of their behaviours on their peers

Children with educational needs or disabilities will be treated in the same way as other children, but as they may not be able to communicate their needs in the same way, staff members ensure that they monitor their progression and behaviours closely, reporting any change in behaviour or significant incident to further protect them.

Monitor the use of photographs and mobile phones

The Centre uses electronic devices to observe and monitor the children and take photographs. Please refer to the 'Electronic Learning Journal Policy' for how safeguarding is considered as part of this process.

Mobile phones are not permitted for use within the children's care areas by staff members or visitors to the Centre. Please see the 'Mobile Phone, Camera and Social Networking' policy.

Record keeping

The Centre has a comprehensive record keeping system designed to highlight trends in recurring incidents, accidents and pre-injuries of the children. All paperwork is audited regularly.

Any concerns about a child will be recorded and the concern shared with the child's parent or guardian, unless the information shared places the child in immediate danger.

All records of concern are stored securely in compliance with GDPR regulations



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Concerns or complaints

Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the Centre General Manager (who is the designated Safeguarding Lead) at the earliest opportunity. Should there be an issue that, for any reason, could not be raised within the Centre team, Stewart Ross should be contacted. Stewart is the designated member of the board of directors responsible for supporting the Centre in this respect.

Named Safeguarding Contact Posters are displayed in play areas and the staff room, should a staff member require the contact details to raise a concern.

The legal framework for this policy is based on:

- The Statutory Framework for the Early Years Foundation Stage (EYFS 2017)
- 1989 and 2004 Children's Act
- Safeguarding Vulnerable Groups Act (2006)
- Keeping Children Safe in Education 2018

We also have regard to 'Working Together to Safeguard Children' 2018 guidance and the West Yorkshire Consortium Procedures.

This policy works in conjunction with the safeguarding and protecting children procedure.

This Policy was adopted in	April 2010
Date of review and reviewer	20/8/19 Angela Hynes