

## SAFEGUARDING - CHILDMINDER

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### SAFEGUARDING POLICY

#### Policy statement: Safeguarding children

My first responsibility and priority is towards the children in my care. If I have any cause for concern I will report it to the relevant bodies, following the Local Safeguarding Children Board (LSCB) procedures. The name of our LSCB is the **Lancashire Safeguarding Children Board** and the LSCB procedures can be found at <http://www.lancashire.gov.uk/practitioners/supporting-children-and-families/safeguarding-children.aspx>

I understand that child abuse can be physical, sexual, emotional, neglect, domestic or a mixture of these, and am aware of the signs and symptoms of these.

I am aware that I must have **due regard to the need to prevent people being drawn into terrorism**. This is referred to in the Prevent Duty. I am also aware of the signs and indicators of extremism or radicalisation. If I had any concerns I would contact the LSCB as above.

I am aware of the Department for Education telephone helpline (020 7340 7264) to enable staff and governors to raise concerns relating to extremism directly. Concerns can also be raised by email to [counter.extremism@education.gsi.gov.uk](mailto:counter.extremism@education.gsi.gov.uk)

I must notify Ofsted of any allegations of abuse that are alleged to have taken place while the child is in my care, including any allegations against me, or any members of my family, or other adults or children in my home who have had contact with minded children.

I must also ensure that no individual who is unsuitable to work with children has unsupervised access to a child in my care. I have read and understand the safeguarding and welfare requirements of EYFS. I have also read the national statutory guidance document [Working Together to Safeguard Children 2015](#) and [What to do if you are Worried a Child is being Abused - Advice for Practitioners 2015](#).

#### Procedure

I keep up to date with child protection issues and relevant legislation by taking regular training courses (Level 1 updated 11 Jan 2016, Level 2 11 March 2016) and by reading relevant publications (Childcare Professional Magazine, National Press).

I follow the procedures outlined in my confidentiality policy. I aim to share all information with parents but in some instances (where I am worried about a child's well-being) I may have to refer concerns without discussing this with you.

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I work together with parents to make sure the care of their child is consistent – please refer to my Working with Parents policy.

Children will only be released from my care to the parent/carer or to someone named and authorised by them. A password might be used to confirm identity if the person collecting the child is not previously known to me. Children will not be released into the care of anyone that I have reason to believe is under the influence of drugs or alcohol.

Parents must notify me of any concerns they have about their child and any accidents, incidents or injuries affecting the child, which I will record and ask parents to sign.

Unless I believe that it would put the child at risk of further harm, I will discuss concerns with a child's parent if I notice:

- significant changes in children's behaviour;
- deterioration in children's general well-being;
- unexplained bruising, marks or signs of possible abuse or neglect;
- children or parents comments which give cause for concern including expressing extremist views;
- any reasons to suspect neglect or abuse outside the setting, for example in the child's home; and/or
- inappropriate behaviour displayed by other members of staff, or any person working with children. For example inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their usual role and responsibilities, or inappropriate sharing of images

If a child tells me that they or another child is being abused, I will:

- Show that I have heard what they are saying, and that I take their allegations seriously.
- Encourage the child to talk, but I will not prompt them or ask them leading questions. I will not interrupt when a child is recalling significant events and will not make a child repeat their account.
- Explain what actions I must take, in a way that is appropriate to the age and understanding of the child.
- Record what I have been told using exact words where possible.
- Make a note of the date, time, place and people who were present at the discussion.

Concerns about a child will be reported on  
0300 123 6720 or out of hours 0300 123 6722 (8pm - 8am)

I will follow this phone call up with a letter to the Duty team within 48 hours. I will record the concern and all contact with Children's Services thereafter.

If an allegation is made against me, any member of my family or any other adult or child in my setting I will report it to Ofsted and the Local Authority designated officer or team

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of officers, following the Local Safeguarding Children Board procedures. I will also contact PACEY's Helpline on 0300 003 0005 for advice and support.

In all instances I will record:

- the child's full name and address
- the date and time of the record
- factual details of the concern, for example bruising, what the child said, who was present
- details of any previous concerns
- details of any explanations from the parents
- any action taken such as speaking to parents.

**It is not my responsibility to attempt to investigate the situation myself.**

### THE USE OF MOBILE PHONES AND CAMERAS

I understand that mobile phones are an everyday part of life for parents and childminders and with that in mind have laid out my procedure for their use:

- I will ensure my mobile phone is fully charged and with me at all times in case of emergencies.
- I have the facility to take photographs on my mobile phone and will seek your permission to take any photographs of your child to record activities and share their progress with you.
- Any photographs taken will be deleted after either sending to you, printing for use in your child's learning journey or uploading to tapestry
- I will not publish any photographs of your child on any social networking sites or share with any other person without your permission.

I request that you do not use your mobile phone whilst dropping off and collecting your child/children

Any visitors to the setting will also be asked not to use their mobile phone

If your child has a mobile phone, games console etc with camera facilities that they wish to bring into the setting please let me know. This is so that we can work together for the safety of all children in attendance and ensure appropriate access to material when using the internet.

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In order to comply with the Data Protection Act 1998 I have registered with the Information Commissioner's Office as a data controller to allow me to store digital images on an SD card device/computer.

**USEFUL CONTACTS**

**Ofsted General Enquiries** 0300 123 1231 Monday to Friday from 8.00am to 6.00pm

**Pacey** 0300 003 0005 8.30am – 5.00 pm

**Duty and Assessment Team** Concerns about a child should be reported on 0300 123 6720 or out of hours 0300 123 6722 (8pm - 8am)

Childminder's name	LOUISE HARRISON
Childminder's signature	
Date	
Parent(s)' name	
Parent(s)' signature	
Date	

Date policy was written	11/03/2016
This policy is due for review on the following date	11/03/2017

This policy supports the following safeguarding and welfare requirements:

**England**

Meeting the Early Years Foundation Stage Safeguarding and Welfare Requirements.

**Child Protection**

## Links to your PACEY Professional Standards - Member

### 1. Children first

- C2.1 Respect and value children's individual needs and differences.
- C3.1 Take all necessary steps to safeguard the children in my care.

### 2. Enabling environments

- E2.1 Work in partnership with parents, carers, other childcare practitioners and professionals.

### 3. My professional role

- P1.1 Reflect on and develop my practice.
- P2.1 Balance my childcare activities and private commitments.

### 4. Childcare service

- S1.1 Meet relevant laws, regulations and benchmarks for quality.

## Links to your PACEY Professional Standards - Affiliate

### 1. Children first

- C2.2 Respect and value children's individual needs and differences
- C3.2 Make all necessary steps to safeguard the children in my care

### 2. Enabling environments

E1.2 Plan and organise my setting to make sure it is safe and welcoming

- E2.2 Work in partnership with parents, carers, other childcare practitioners and professionals

### 3. My professional role

- P1.2 Reflect on and develop my practice
- P2.2 Balance my childcare activities and private commitments

### 4. Childcare service

- S1.2 Meet relevant laws, regulations and benchmarks for quality