**Safeguarding Policy**

At **The Aunties’ Training Centre,** we work with assessors, learners and settings as well as coming into contact with children, parents, external agencies and the community. We ensure the welfare and safety of all. All those we are involved with, be that adult or child, have the right to be treated with respect, be helped to thrive and to be safe from any abuse in whatever form.

We support the staff, learners and settings within our care, protect them from maltreatment and have robust procedures in place to prevent the impairment of health and development. As part of our Training Centre policy we strive to protect all from the risk of radicalisation and we promote acceptance and tolerance of other beliefs and cultures. Safeguarding is a much wider subject than the elements covered within this single policy, therefore this document is used in conjunction with the Centre’s other policies and procedures.

This policy works alongside these other specific policies to cover all aspects of safeguarding and child protection (as detailed in The Auntie’s Old School Nursery policies):

* Online safety
* Human Trafficking and Modern Slavery
* Prevent Duty and Radicalisation
* Domestic Abuse, Honour Based Abuse (HBA) and Forced Marriage
* Looked After Children
* Monitoring staff behaviour
* Social networking
* Mobile phone and electronic device use
* Safe recruitment of staff
* Disciplinary
* Grievance
* Promoting positive behaviour

**Legal framework and definition of safeguarding**

* Children Act 1989 and 2004
* Childcare Act 2006 (amended 2018)
* Safeguarding Vulnerable Groups Act 2006
* Children and Social Work Act 2017
* The Statutory Framework for the Early Years Foundation Stage (EYFS) 2017
* Working Together to Safeguard Children 2018
* Keeping Children Safe in Education 2020
* Data Protection Act 2018
* What to do if you’re worried a child is being abused 2015
* Counter-Terrorism and Security Act 2015.
* Inspecting Safeguarding in Early years, Education and Skills settings 2019
* Prevent Duty 2015

Safeguarding and promoting the welfare of children, in relation to this policy is defined as:

* Protecting children from maltreatment
* Preventing the impairment of children’s health or development
* Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
* Taking action to enable all children to have the best outcomes.

*(Definition taken from the HM Government document ‘Working together to safeguard children 2018).*

**Policy intention**

To safeguard staff, learners, settings and children and promote their welfare we will:

* Create an environment to encourage all to develop a positive self-image
* Provide positive role models and develop a safe culture where staff are confident to raise concerns about professional conduct
* Ensure all staff are able to identify the signs and indicators of abuse, including the softer signs of abuse, and know what action to take
* Encourage all to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development
* Provide a safe and secure environment for all
* Promote tolerance and acceptance of different beliefs, cultures and communities
* Help all to understand how they can influence and participate in decision-making and how to promote British values through play, discussion and role modelling
* Always listen to others
* Provide an environment where all are confident to identify when others may need intervention and seek the help they need
* Share information with other agencies as appropriate.

The Aunties Training Centre is aware that abuse does occur in our society and we are vigilant in identifying signs of abuse and reporting concerns. All have a duty to protect and promote the welfare of children. Staff working on the frontline with others are often the first people to identify a concern, observe changes in behaviour or receive information relating to indicators of abuse. They may well be the first people in whom others may confide information that may suggest abuse or to spot changes in behaviour which may indicate abuse.

Our prime responsibility is the welfare and well-being of all those we have contact with. As such we believe we have a duty to all to act quickly and responsibly in any instance that may come to our attention. This includes sharing information with any relevant parties such as nursery managers, local authority services, LADO, MASH etc. All staff will work with other agencies in the best interest of those involved. All staff will follow reporting procedures when there are safeguarding concerns.

**Contact telephone numbers**

* MASH **Tel: 0345 050 7666**. (08.30-5pm Mon-Thurs; 08.30-4pm Fri)
* Emergency Duty Team (outside office hours): **0800 833 408**
* Kingfisher Team (if you think a child is being sexually exploited**) 01865 309196**
* Local authority Designated Officer (LADO) **01865 816382/ 815956**
* NSPCC **0808 800 5000**
* Local Safeguarding Children Partnership: **01865 815843**
* Local Early Help services **0345 2412705**
* Ofsted **0300 123 1231**
* Emergency police **999**
* Non-emergency police **101**
* Government helpline for extremism concerns **020 7340 7264**
* Child exploitation and Online protection command (CEOP)[**https://www.ceop.police.uk/safety-centre/**](https://www.ceop.police.uk/safety-centre/)

**No name Consultations**

If you would like to make a no names consultation contact the **Locality and Community Support Service (LCSS)** on:

* North Tel: 0345 2412703
* Central Tel: 0345 2412705
* South Tel: 0345 2412608

**Reporting Procedures**

All staff have a responsibility to report safeguarding concerns and suspicions of abuse. These concerns will be discussed with the designated safeguarding lead (DSL) and nursery manager as soon as possible.

* Staff will report their concerns to their IQA and DSL [Ahlexi Enjily & Sandy Enjily] Where there are concerns with a learner the setting manager or relevant safeguarding officer will also be informed.
* Any information given will be recorded and stored securely.
* If appropriate any concerns/or incidents will be discussed with the parent/carer/manager of any learner who is under 18 or classed as vulnerable. However all safeguarding concerns should be addressed.

The assessor will:

* report to the IQA and setting manager (if appropriate)
* record concerne on the ILP held in centre file.

The IQA will:

* recognise the safeguarding concern and pass on information to the DSL.

abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the local authority children’s social care team/police does not allow this to

**Confidentiality**

All suspicions, enquiries and external investigations are kept confidential and shared only with those who need to know. Any information is shared in line with guidance from the local authority. All staff, learners and volunteers are bound by confidentiality and any information will not be discussed out of work, or this will become a disciplinary matter.

The Centre has due regard to the data protection principles as in the Data Protection Act 2018 and General Data Protection Regulations (GDPR)[[1]](#footnote-1). These do not prohibit the collection and sharing of personal information, even without consent if this would put the person at further risk. We will follow the principles around data collection and information sharing, and ensure any information is recorded and shared in an appropriate way.

**Allegation flowchart**

If you have a concern that a person who works with children and young people may have behaved inappropriately or you have received information that may constitute an allegation you must:

Demonstrably false

Contact designated officer, or a member of the team for initial consultation immediately

Advice given and internal investigation

Unprofessional behaviour: contact LADO

Child protection concern: CONTACT LADO

Allegation is made

Manager informed

Proprietor/Primary DSL informed if allegation is about supervisor/manager

Please note JEM: Joint Evaluation Meeting

**Staffing and volunteering**

Our policy is to provide a secure and safe environment for all. We follow safer recruitment practices including obtaining references and all staff employed to work within the Centre will have enhanced criminal record checks from the Disclosure and Barring Service (DBS).

All staff will attend safeguarding training and receive initial basic safeguarding training during their induction period. This will include the procedures for spotting signs and behaviours of abuse and abusers/potential abusers, recording and reporting concerns and creating a safe and secure environment for all. During induction staff will be given relevant contact details.

Ongoing suitability of staff is monitored through:

* regular supervisions
* IQA observations
* safeguarding competencies
* regular review of DBS
* Attend case conferences and external safeguarding meetings, as requested, by external agencies.

**Monitoring and Review of this policy**

All those in a professional capacity will have access to a copy of this policy and will have the opportunity to consider and discuss the contents. The policy will be reviewed at least annually. **All staff should have access to this policy and be trained in accordance with its contents.**

**This policy will be reviewed in October 2021**

1. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/721581/Information\_sharing\_advice\_practitioners\_safeguarding\_services.pdf [↑](#footnote-ref-1)