

Safeguarding Children Policy.

Bunnies Pre-school is required under the legislation of the Children's Act 2004, and EYFS Statutory Requirements to safeguard all children in their care.

We promote Multi agency working in response to the above Act and Working together to Safeguard children July 2018. We comply with the local child protection procedures approved by the Surrey Safeguarding Children's partnership (SSCP) and make sure that all adults working with, and looking after children are able to put the procedures into practice.

SSCB manual is accessible on-line at <https://surreyscb.procedures.org.uk/#>

This also includes **any** bruising on non-mobile babies, babies under 6 months or immobile disabled children, whether in our care or just visiting. An immediate referral will be made in line with SSCB policies and procedures.

We believe the welfare of the children at Bunnies Pre-school is paramount, and as a result have a thorough policy in place to protect the children.

- All children whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/ or sexual identity, have the right to be protected from harm.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- All staff working at Bunnies have a responsibility to report concerns to the designated person.
- Who will in turn comply with training and legislation and refer it to social services and/or the police. It will also be reported to Ofsted within 14 days of the occurrence.

The designated person (Designated Safeguarding Lead) at Bunnies Pre-school who is responsible for safeguarding children is Mrs Emma Mayo. Lisa Taylor is the Deputy Safeguarding Lead.

They have undergone the required training and will continue to take additional training, attend meetings and study publications to ensure their knowledge remains current, as well as liaise with the Local Authority Child Protection Officer. It is their responsibility to regularly review incident/accident reports and monitor possible safeguarding issues, as well as:

- sharing information with the staff team, where appropriate.
- accessing information and liaising with outside agencies to make sure information is up to date.
- collating information when there are concerns about a child.
- contacting the Surrey County Council single point of access, who provide relevant and up to date advice and make decisions about referrals.

All our permanent staff attend safeguarding training in compliance with Local Authority recommendations and have read and are aware of guidelines on the Surrey County Council website and have enhanced DBS (Disclosure and Barring service) certificates (checked every year with the update service).

Any cover staff are continuously supervised whilst at bunnies.

Our Deputy Protection Officer - Lisa Taylor, will work on safeguarding issues that arise in the main DSL's absence, and supporting the DSL.

Bunnies has a number of other policies which further support safeguarding of children in our care including Safe recruitment of staff, Photography and video of children policy, Mobile phone policy Uncollected child policy, Whistle blowing, Social networking policy, and Common Assessment Framework, prevent duty, FGM and channel awareness.

All staff have read and signed The Prevent Duty, June 2015, and undergo training in this area as well as in FGM, and are aware to watch for behaviour changes in our children, in relation to children being vulnerable to radicalisation and extremism. Staff know to share concerns with the DSL/DDSL and that referrals to the Chanel program can be made.

Staff are also aware of and have read and signed Working together to safeguard children (2018) and What to do if (2015).

Staff have a legal requirement to report any concerns around FGM, breast ironing and Child sexual exploitation (including online).

Procedure

All Staff are aware and will use Surrey County Council's Safeguarding Procedures from the website.

It is our policy to first carefully investigate the apparent abuse, neglect or welfare issue, we observe or is brought to our attention as laid out in the procedure below, to ensure it is a safeguarding/child protection issue.

- A meeting (minuted/recorded) between the member of staff/parent/other who alerted Bunnies to the issue and Mrs Emma Mayo (DSL).
- As a result one of two decisions will be made
 - **Either** – all concerned do not believe it to be a protection issue but matters should be recorded and kept under review.
 - **Or-** that there is a protection issue and Mrs Emma Mayo (DSL) will immediately contact Surrey Child Services for the Child Protection Officer, through the Single point of access. If no one from the Child Services is available, the degree of urgency will be assessed and if appropriate the Police will be contacted. Ofsted will be informed.

Safeguarding and child protection matters are very delicate and must be handled with great care by a trained person.

If we have a concern about a child we will share this concern with parents/carers. However if sharing these concerns puts the child at risk of significant or further harm we will seek advice from the duty officer at **Surrey Children's SPA (Single Point of Access) on: 0300 4709100**. The Contact Centre is open from 9am to 5pm, Monday to Friday. If you want to make a referral outside of those office hours you should contact the Emergency Duty Team on 01483 517898.

If the danger to the child is immediate the police may need to be called to remove further risk

Accurate records of all telephone calls, minutes actions and outcomes relevant to the matter will be kept and treated as highly confidential. They will be stored in compliance with Statutory Guidance of EYFS.

Bunnies will inform Ofsted of any allegations of serious harm or abuse by any person working or looking after children on the premises (whether that allegation relates to harm or abuse committed on the premises or elsewhere), or any other abuse which is alleged to taken place on the premises and of the action taken in respect of these allegation. Bunnies will inform Ofsted of these allegations as soon as reasonably practicable, but at the latest within 14 days of the allegations being made, and the Local Authority Designated Officer (LADO). – 03001231650 (option 3).

A registered provider who, without reasonable excuse, fails to comply with requirement, commits an offence.