



POLICY FOR SAFEGUARDING & PROMOTING THE WELFARE OF CHILDREN

Safeguarding children is everybody's business.

At Moorlands Nursery School we believe that the health and welfare of young children is of paramount importance. They need to:

- feel safe and secure
- be kept safe
- be able to make strong, positive relationships
- have their health needs met, in order to make good progress

At Moorlands Nursery School we aim to:-

- Encourage and enable children, by developing the skills they need, to begin to take responsibility for their own physical and emotional safety and well being
- Have an integrated approach, working closely with families, and the wider team of Moorlands Family Centre as well as outside agencies
- Ensure that the Nursery School environment is safe and secure and is organised in such a way as to promote the physical and emotional welfare of children
- Ensure that all members of staff are appropriately qualified and have undergone the necessary checks, starting with safer recruitment procedures, and that good adult/child ratios are maintained
- Ensure all members of staff and volunteers understand their duty and responsibility to take immediate action if they suspect a child is at risk of or is experiencing significant harm of any sort

- Ensure all members of staff and volunteers know the correct procedures to follow if they suspect a child is at risk of or is experiencing significant harm of any sort
- Ensure all members of staff and volunteers take prompt and appropriate action if it is believed that a child is at risk of or is experiencing significant harm of any sort
- Have clear guidelines regarding the responsibilities of staff
- Ensure that appropriate records are kept and that confidentiality is maintained
- Ensure that all members of staff have appropriate information and training

We will work at all times in accordance with the Working Together to Safeguard Children Code of practice and Guidance March 2015.

We also work in accordance with the statutory framework and the guidance for the Early Years Foundation Stage, relating to Safeguarding and Promoting Children's Welfare, which is specific to children from birth to 5

Encourage and enable children to begin to take responsibility for their own physical and emotional safety and well being

At Moorlands Nursery we believe that children are taking this responsibility when they can:-

- Make independent choices of activity
- Decide for themselves whether they feel confident about attempting new challenges
- Ask for help from an adult or another child
- Express their ideas in a variety of ways
- Share and take turns
- Use a variety of strategies to help them to resolve conflict
- Set themselves challenges
- Talk about their feelings

This belief is at the heart of our approach to Nursery Education, and informs our curriculum planning and assessment cycle.

We also introduce and use 'Signs for Feelings' signing to the children to enable them to express themselves more readily especially when they are trying to communicate to others how they are feeling.

Have an integrated approach, working closely with families, and the wider team of Moorlands Family Centre, as well as outside agencies

The Nursery forms an integral part of Moorlands Family Centre where there is a long tradition of working closely with families. The Nursery also plays an active role in the wider partnership which also includes local schools. Within this environment, the priority is to enable families to access a wide variety of services and support in a situation where they feel comfortable, secure and respected. We believe that if families are able to access timely, appropriate support, then they are in a better position to deal with problems, to provide a safe and secure home environment. We are also committed to working closely with outside agencies to support vulnerable children and families. Throughout our work, it is of paramount importance to foster and maintain supportive, respectful and honest relationships with families. Any concerns about children should be addressed with parents/carers as soon as possible, and appropriate support put in place.

Where there is a clear duty to make a referral to Children's Services, the Designated Safeguarding Lead will, if possible and appropriate i.e. without causing risk of harm to the child, talk to the parents/carers beforehand, and continue to provide support throughout the process.

Where it is felt families may need additional support from a wider range of agencies we will encourage the parents to support a referral to the Family and Children's Practices. This can only be done with their permission as it is purely on a voluntary basis.

Ensure that the Nursery environment is safe and secure and is organised in such a way as to promote the physical and emotional welfare of children

The Nursery will work in collaboration with the Moorlands Family Centre to ensure that Health & Safety policies and procedures are in place, that a thorough risk assessment is carried out and that there are robust arrangements for monitoring and recording. It is also the responsibility of the Head Teacher to ensure that all staff are informed about Health and Safety procedures

Within the framework of these policies and procedures, staff will encourage children to take increasing responsibility for their own health and safety. This will involve establishing clear routines, for example:

- ensuring that children wash their hands before eating
- walking in the Nursery

- putting on their own coats before playing outside
- enabling children to assess risks and make their own decisions about undertaking activities which are challenging, either physically or emotionally
- arranging the Nursery environment to encourage children to work independently

All children will have a key worker. This allows both parents and children to form a good relationship with one particular person, and the key worker to get to know each child well in the context of Nursery and of their family.

Ensure that all members of staff are appropriately qualified and have undergone the necessary checks, and that good adult/child ratios are maintained

It is our belief at Moorlands Nursery that good staffing ratios, and highly qualified staff, are essential to children's progress and well being, and we are committed to this, within the restraints of our budget. In practice this means that for every 30 children there will be a qualified teacher, as well as at least 2 other adults with qualifications in Early Years to at least level 3. Every member of staff will have to complete an enhanced DBS check and receive appropriate training relating to safeguarding.

Safer Recruitment procedures will be followed when employing new members of staff.

Take prompt and appropriate action if it is believed that a child is at risk of significant harm

By significant harm, this is taken to mean that the child may be at risk of physical, emotional, sexual abuse or neglect, or a combination of these factors

If a member of staff has reason to believe that a child may be at risk, they will pass on any concerns to the Designated Safeguarding Lead (see contact details below) as soon as possible. If appropriate, they should give the child opportunity to talk. They should also make accurate notes of conversations and of any behaviour which causes concern. The named person then has a responsibility to act on this information. If there is any reason to suspect that the child is at risk of significant harm, then they have a duty to report these concerns to the appropriate authority - Milton Keynes Council Multi-Agency Safeguarding Hub (MASH) see contact details below. The Designated Safeguarding Lead will, if it is reasonable to do so, talk to the parents/carers before making such a referral. In cases where it is felt that this would be unsafe for the child or for Nursery staff, a call will be made to the duty desk, explaining the reasons for this, so that

immediate and appropriate actions can be taken to ensure children's safety.

Any allegations made against any adults working or volunteering with children in Nursery will be taken seriously and referred to the Designated Safeguarding Lead and the LADO (see contact details below) unless the allegations involve the Headteacher in which case it will be reported straight to the LADO.

Ensure that appropriate records are kept and that confidentiality is maintained

It is the responsibility of all staff to keep accurate, dated records of any conversations, or behaviour which give cause for concern. These concerns should be shared, if appropriate, with parents/carers, and support may be offered at this stage. Again a note should be made of any conversations with parents/carers

Where a child is believed to be at risk of significant harm, these concerns will be passed immediately to the Designated Safeguarding Lead (DSL), along with any records. It is the duty of the DSL to keep full, dated records of any action taken or any conversation/s with the child, the parents/carers, or with any outside agencies. An initial telephone call to Children's Services should be backed up by a Multi-Agency Referral Form, of which a copy should be kept. All written records should be kept in a secure place, and access restricted on a need to know basis

Any conversations about children at risk should be confidential and restricted to those who need to know. It is appropriate for those Nursery Staff who have day to day contact with a child to share concerns as a team, but any such conversations should be restricted to the staff team involved. When discussing concerns with parents/carers, it is important that they are assured of confidentiality, but staff should explain openly and honestly, how this information could be shared and why, and if appropriate, their agreement should be made. However if it is felt that a child will be put at additional risk then parental support will not be needed prior to a referral.

Ensure that all members of staff have appropriate information and training

The DSL must attend regular DSL safeguarding training as required by the Local Authority. Any other person who may have to deputise for the DSL will also receive regular and appropriate training as available. Every member of the Nursery staff will be given a copy of the policy and will be expected to attend training when this is available.

Key Contacts In School:

- Headteacher: Deb Spinks (01908 679819)
- Senior Designated Safeguarding Lead: Deb Spinks (01908 679819)
- Deputy Designated Safeguarding Lead: Debs Wrigglesworth -
Teacher (01908 679819)
- Family Centre Safeguarding Lead: Tina Hendry (01908 679819)
- Designated Online Safety Lead: Deb Spinks (01908 679819)
- Designated LAC (Looked After Children) Lead: Deb Spinks (01908
679819)
- Designated PREVENT Lead: Deb Spinks (01908 679819)
- Designated CSE Lead: Deb Spinks (01908 679819)
- Chair of Governing Body: Racheal Blore (01908 679819)
- Designated Governor for Safeguarding: Racheal Blore (01908
679819)

Adopted March 2010

Reviewed January 2018