

1st Place Safeguarding Policy

The aim of this policy is to provide 1st Place staff, Trustees, sessional workers, volunteers and students with clear guidance on their roles and responsibilities in safeguarding children.

We support current practice in child safeguarding protocols, and are committed to ensuring that our policies and practices conform to the principles and procedures of London Safeguarding Children's Board, London Borough of Southwark's Safeguarding Children Board and Working Together to Safeguard Children (WTTSC) 2015.

1st Place recognises that ill-treatment of children and adults at risk can occur in all cultures, religions and social class and that all people without exception have the right to be protected from abuse.

We ensure that all adults working and looking after children and working with vulnerable adults are fully trained and kept abreast of all relevant legislation to ensure effective implementation of our safeguarding policy and procedures.

Policy Statement

1st Place believe that it is always unacceptable for a child or young person to experience abuse of any kind. We recognise our responsibility to safeguard the welfare of all children and young people within our nurseries and Children's centres and their reach areas.

Children may, through the relationships provided to them by 1st Place, take the opportunity to share information about a harmful experience. This may happen directly through a verbal disclosure, or indirectly through play, demeanor or through another child. In addition, there may be physical evidence of neglect or injury apparent, which is noted by a member of the 1st Place team.

Our underpinning principles are:

- The welfare of the child/young person is paramount
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have the right to equal protection from all types of harm or abuse.
- Working in partnership with children, young people, their parents, carers and other agencies and statutory services is essential in promoting young people's welfare and keeping them safe.
- It is the responsibility of all adults to safeguard and promote the welfare of children and young people. This responsibility extends to a duty of care for those adults employed, commissioned or contracted to work with children and young people
- Adults who work with children are responsible for their own actions and behavior and should avoid any conduct which would lead someone to

question their motivation and intentions

- Adults should work and be seen to work in an open and transparent way
- The same professional standards should always be applied regardless of culture, disability, gender, language, racial origin, religious belief and sexual identity.
- Adults should continually monitor and review their practice and ensure that they follow the guidance in the 1st Place Safeguarding Policy and Procedures

This policy applies to all 1st Place settings and activities, including: events and outings; play schemes; crèches; or weekend activities; on transport to or from a 1st Place activity; at any other 1st Place event. It also applies to concerns identified during a visit to a family home, if a family calls into a 1st Place office, or behaviour is witnessed by staff which causes concern. Similarly, information passed on to staff by other family members or friends may be discussed in further detail with line managers and further evidence sought, if deemed appropriate. Disclosures or concerns arising out of any of these areas of service delivery will be treated the same and are covered by this policy.

We will seek to safeguard children and young people by:

- Valuing them, listening to and respecting them
- Adopting and following safeguarding and child protection guidelines
- Recruiting staff and volunteers safely, ensuring all necessary checks are made
- Sharing information about child safeguarding and best practice with children, parents, carers, staff and volunteer
- Sharing information about safeguarding concerns with agencies who need to know and involving parents and children, when appropriate.

What is Abuse?

It is essential that those who work with children and families are alert to signs of child abuse. There are four main categories of abuse.

Physical Abuse

Hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating etc. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child. **Female Genital Mutilation (FGM)** also falls under this category

Emotional Abuse

This is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects to the child's emotional development. It may mean conveying to children that they are worthless or unloved, inadequate or valued only insofar as they meet the needs of another person. It may involve causing children to frequently feel frightened or in danger, or the exploitation or corruption of children. It may also involve a child witnessing domestic violence* and the emotional damage this may cause. Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.

***1st Place considers domestic abuse as a child protection issue. If children witness or hear domestic abuse this must be treated as a child protection matter even if they are not directly involved in the incidents. The Adoption and Children Act 2002 states that impairment can be caused by seeing or hearing the ill treatment of another.**

Sexual Abuse

This involves forcing or enticing a child or young person to take part in sexual activities, regardless of whether the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect

This is the persistent failure to meet a child's basic physical and/ or psychological needs, likely to result in the serious impairment of the child's health or development. It may involve a parent carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to a child's basic emotional needs.

Additional Safeguarding Concerns

Prevent Duty Legislation 2015

From July 2015 all schools and registered early years childcare providers are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015. This states that, in the exercise of their functions, they must have "due regard to the need to prevent people from being drawn into terrorism". This duty is known as the Prevent Duty.

For 1st Place to fulfil the prevent duty, it is essential that we can identify children who may be vulnerable to radicalisation and know what to do when they are identified. Protecting children from the risk of radicalisation should be seen as part of our wider safeguarding duties, and is similar in nature to protecting children from other harms (e.g. neglect, sexual exploitation, drugs, gangs), whether they come from within their family or are the product of outside influences. Referrals must be made to the appropriate safeguarding agencies, including the Police, (dialling 101) and the Department of Education helpline 0207 340 7264.

British Values

1st Place will also build 'resilience to radicalisation' in children within our care by promoting fundamental British values and enabling them to challenge extremist views: democracy, rules of law, individual liberties, mutual respect and tolerance of those of different faiths.

The statutory framework for the early Years Foundation stage sets the standards for learning, development and care of children 0-5, thereby assisting their personal, social and emotional development and understanding of the world.

Below are some examples of ways staff can promote British Values within the 1st Place setting:

Democracy:

As part of the focus on self-confidence and self-awareness

- Managers and staff can encourage children to see their roles in the bigger picture, encouraging children to know that their views count, value each other's views and values and talk about their feelings, for example, if they do or

- do not need help
- When appropriate demonstrate democracy in action, for example, children sharing views and making decisions by a show of hands
- Staff can support the decisions children make and provide activities that involve turn-taking, sharing and collaboration. Children should be given the opportunity to develop enquiring minds in an atmosphere when questions are valued

Rule of Law

As part of the focus on managing feelings and behaviour and promoting the understanding that rules matter

- Staff can ensure that children understand the consequences of their own and other people's behaviour, and learn to distinguish right from wrong
- Staff can collaborate with children to create the rules and the codes of behaviour, for example, to agree the rules for tidying up and ensure that children understand that all rules apply to them

Individual Liberty – freedom for all

As part of the focus on self- confidence and self-awareness and people and communities

- Children should develop a positive sense of themselves. Staff can provide opportunities for children to develop their self-knowledge, self-esteem and increase their confidence in their own abilities, for example, through allowing children to take risks on an obstacle course, mixing colours, talking about their experiences and learning
- Staff should encourage a range of experiences that allow children to explore the language of feelings and responsibility, reflect on their differences and understand we are free to have different opinions, for example in a small group discuss what they feel about transferring into Reception Class.

Mutual respect and tolerance: treat others as you want to be treated

As part of the focus on people & communities, managing feelings & behaviour and building relationships

- Managers and leaders should create an ethos of inclusivity and tolerance where views, faiths, cultures and races are valued and children are engaged with the wider community.
- Children should acquire a tolerance and appreciation of and respect for their own and other cultures; know about similarities and differences between themselves and others and among families, faiths, communities, cultures and traditions and share and discuss practices, celebrations and experiences.
- Staff should encourage and explain the importance of tolerant behaviours such as sharing and respecting other's opinions.
- Staff should promote diverse attitudes and challenge stereotypes, for example, sharing stories that reflect and value the diversity of children's experiences and providing resources and activities that challenge gender, cultural and racial stereotyping.

A minimum approach, for example having notices on the walls or multi-faith books on the shelves will fall short of 'actively promoting'.

What is not acceptable is:

- actively promoting intolerance of other faiths, cultures and races
- failure to challenge gender stereotypes and routinely segregate girls and boys
- isolating children from their wider community
- failure to challenge unacceptable behaviours (whether of staff, children or parents/carers) that are not in line with the fundamental British values of democracy, rule of law, individual liberty, mutual respect and tolerance for those of different faiths and cultures

Female Genital Mutilation (FGM)

Concerns that a child has been or may be about to be subject to FGM must be reported as a safeguarding concern

Forced Marriage

In forced marriage, one or both spouses do not consent to the marriage and some element of duress is involved. Duress includes both physical and emotional pressure and abuse. Forced marriage is primarily, but not exclusively, an issue of violence against females. Most cases involve young women and girls between 13 and 30 years of age, although there is evidence to suggest that as many as 15% of victims are male. These procedures are aimed at dealing with forced marriage for a child/young person under 18 years old.

Honour Based Violence

The term 'honour crime' or 'honour-based violence' embraces a variety of crimes of violence (mainly but not exclusively against women and girls), including assault, imprisonment and murder where the family or their community is punishing the person. They are being punished for allegedly undermining what the family or community believes to be the correct code of behaviour. In going against this code, the person is deemed to be bringing 'shame' or 'dishonour' to the family.

Recognition of Abuse

There are several indicators which may raise concern that a child has been or is being abused:

- Disclosure - a child may tell about abuse they have experienced (currently or historically)
- A third party - a parent, relative, carer, another child, neighbour – sharing concerns
- Concern about conduct of colleagues

All staff and volunteers must be aware of the common signs that may indicate abuse:

- Unexplained concerns about health and development
- Concerns about the parent/carer/child relationship
- Mental ill health, substance or alcohol misuse which is adversely affecting the parents/carers capacity
- Inappropriate explanation for injuries to the child
- Domestic violence in the home environment
- Concerns about an unborn child where there have been previous concerns for an older child

- Significant changes in a child's behaviour
- Deterioration in the child's well being
- Information from a third party
- Mention of a holiday to a home country where FGM is practiced widely
- Unexplained bruising, marks or signs of possible abuse
- Child's comments which may cause concern

All parents/ carers should be advised that, to avoid any misunderstanding any injuries/marks sustained should be shared with staff on arrival and complete and sign an 'injuries sustained outside the centre' form. Likewise, the setting must tell the parent/carer collecting a child of any injury/mark sustained during the child's time at the setting. Staff will ask parents/carers to sign an incident/ accident form to confirm that they have been informed.

Safeguarding Roles and Responsibilities

Local authorities have a statutory duty to investigate if they have 'reasonable cause to suspect that a child is suffering, or is likely to suffer **'significant harm'**.

Children's/Social Services carry these responsibilities on behalf of the local authority, so 1st Place have a duty to report or seek advice from Children's Social Care if we have any concerns about a child's welfare.

Nicola Howard, Director is the **lead person for safeguarding** across the organisation. Her role is:

- To ensure safe recruitment of staff and volunteers
- To ensure that all staff, students, volunteers and staff of partner agencies receive a safeguarding induction followed by continuous training and updates.
- To be available to offer advice and support staff
- To be the reference person for concerns regarding children's welfare
- To ensure appropriate reports and records are maintained.
- To liaise with Children Services regarding referrals
- To ensure appropriate representation at safeguarding case conferences
- To ensure all staff members have access to essential literature on safeguarding
- To ensure that OFSTED is informed of any allegations of abuse which are alleged to have taken place on the premises

Each of our centres has at least one member of staff who is the designated safeguarding officer. These staff members have received safeguarding training and are responsible for liaison with Children's Social Care, the Safeguarding Children Board and OFSTED in any child protection situation.

Bunmi Adams, Early Education Manager is designated person for early years and childcare and deputy safeguarding person for early education at **1st Place Children & Parents Centre**

Marie Skelton, Early Education Manager is designated person for early years and childcare and deputy safeguarding person for early education at **1st Place at Cambridge House**

Sophie Walsh, Early Education Manager is designated person for early years and childcare and deputy safeguarding person for early education at **1st Place at Lorrimore Square**

Elena Salazar, Family Services Manager is designated person for Family Support Services

Judy Morris, Senior Early Years Practitioner is designated person for sessional crèche and play learning services

Working with Children and Families

At 1st Place, we work in partnership with parents whenever possible, however safeguarding issues will take precedence over working in partnership as the interests of the child are paramount.

1st Place will ensure that at first contact families will be made aware that the Centre has a safeguarding policy to protect all children and adults at risk from harm and is therefore required by law to inform Social Services of any suspicion of abuse.

At all times during the safeguarding process, practice should involve minimising distress to the child and ensuring that families are treated with sensitivity and respect. Parents require support, and asking and accepting help should be regarded as a positive move rather than parenting failure.

Parents and carers should be kept fully informed at all times, unless to do so would jeopardise the safety and welfare of the child. It is important to remember that the child and family may require continued support and services and, as far as possible, professionals should work in a way which will promote a constructive working relationship with the family in the future.

1st Place staff who are having contact with parents and carers may also have concerns about them. If so, they should follow the guidelines in the **1st Place Safeguarding Adults at Risk Policy**.

The Safeguarding policy is shared with parents when using 1st Place services and they are consulted when it is being reviewed.

The Safeguarding policy and procedures will be available to parents at all times.

Consent and Information Sharing

1st Place has a clear and robust Information Sharing Policy. Staff adhere to this policy and its procedures during their work with children and families.

However, if circumstances arise when it is felt that a child is at risk, the need to safeguard the welfare of the child will override the preservation of confidentiality and information may be shared without consent. Parents will be made aware of this before they use 1st Place services.

Research and experience has shown that keeping children safe from harm requires professionals to share information. However, such information sharing must take place within a framework of both common and statute law.

The common law duty of confidentiality requires that personal information kept by professionals and agencies should not be disclosed without the consent of the subject unless disclosure is necessary to safeguard a child. Disclosure should be justified in each case.

The Data Protection Act 1998 requires that information is kept secure and only

disclosed without the consent of the subject in certain conditions which include the prevention or detection of a crime.

The Human Rights Act 1998 includes the right to respect for private and family life and an infringement of this right is only acceptable in certain circumstances one of which is the prevention of the rights and freedoms of others.

Staff will only share information without the consent of parent/carers if permission seeking would place the child at risk of significant harm.

Staff, Volunteer and Student Safeguarding Training/Development

All staff, volunteers and students working directly with children, young people or vulnerable adults must have a current enhanced DBS in place and be provided with adequate support and training to fulfil their safeguarding responsibilities. This should include the following as a minimum:

- All staff and volunteers must receive a copy of the Safeguarding Policy and given the name and contact details their Designated Safeguarding Officer, and deputy in their absence. Safeguarding responsibilities must be clearly explained during the first week of the induction process. On-line L1 awareness training to be completed in first week of induction.
- All staff and volunteers must sign to acknowledge receipt of a copy of the Safeguarding Policy which will be kept in their staff file
- All staff must be provided with training, to a minimum of Level Two at least every two years. Additional child protection training can be identified and arranged when this is deemed appropriate or where this is identified as a developmental need for individual members of staff.
- All staff and volunteers should be provided with supervision and management support in line with their safeguarding responsibilities
- Managers must ensure that all volunteers and students have access to a copy of 'Working Together to Safeguard Children' March 2015
- Volunteers and students should be given the opportunity to discuss any concerns they may have about the safety or wellbeing of a child with their assigned manager.

This policy will be reviewed annually or more frequently if there are changes to legislation

Local Children's/ Social Services & Police contact details:

Early Help Duty Manager – 0207 525 3893

Strategic Lead Officer for Education Services – 0207 525 5867

Child Protection Co-Ordinator – 0207 525 3297

Multi Agency Safeguarding Hub – MASH – 020 7525 1921

Out of Hours – 0207 525 5000

Children's Services Duty Desk 020 7525 1921

Southwark Safeguarding Children Board – 020 7525 3306/4646 sscb@southwark.gov.uk

Guy's and St Thomas' Hospital NHS Foundation Trust

Named Doctor (Guy's): 020 7188 4693

Named Nurse: 020 7188 2473

King's College Hospital

Named Doctor: 020 3299 3984

Named nurse: 020 3299 1185/11877

Metropolitan Police- Child Abuse Investigation Team (CAIT) – 0207232 6355

NSPCC (24 hour help line) – 0808 800 5000

Detailed protocols relating to various aspects of the child protection process are available on the Southwark website (www.southwark.gov.uk) and in the manual kept in each setting.

1st Place Safeguarding Trustee

Lucy Brazener

Date policy adopted: _____

Signature of Chair: _____

Date policy to be reviewed _____