

# *Lanterns Schools Ltd*

## *Lanterns Nursery*

### **SCHOOL POLICY**

#### **Safeguarding Children**

Lanterns Nursery has a legal requirement and is committed to safeguard and protect the welfare of children.

##### **Policy**

At Lanterns we plan to provide an environment which ensures that children are safe from harm.

At Lanterns we have a designated Child Protection Officer who will take lead responsibility for safeguarding children within the setting and support staff in the setting ensuring that procedures are adhered to. They will attend regular child protection training and liaise with local statutory children's services agencies as appropriate.

All nursery staff will attend safeguarding children training which will be regally updated to ensure that they are fully aware of possible signs and symptoms of any abuse or neglect and of the procedures for dealing with suspected cases. Staff must be aware of the purpose of their activity, what decisions are required at each stage of the process and the intended outcomes for the child and family, the protocol and procedures to be followed, what information should be shared and with who. Staff should be clear of what information should be recorded.

Policies and Procedures are in accordance with guidance from the Local Safeguarding Children Board.

##### **What is Child abuse?**

Child abuse can take many forms. Only some of them have visible signs.

**Physical Abuse** may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.

**Emotional Abuse** is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

**Sexual Abuse** involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening.

**Neglect** 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

## **Procedure**

### **If a practitioner has concerns about a child's welfare:**

The practitioner discusses the concerns with the designated child protection officer, manager or other senior colleagues as appropriate. Concerns will be recorded including:

- Name of the child, address, gender
- Date of birth of the child
- Date and time of the observation or disclosure
- Any discussion with parent/carer
- Any comment from the child
- Action taken – reporting of concern, to whom, when etc

These records will be signed and dated and kept on the child's personal file which is kept securely and confidentially.

If appropriate the designated child protection officer/practitioner will make a referral to or request advice from the Local Authorities Advice and Assessment Child Protection Team within the Children's Social Care Division with out delay and follow this up in writing within 48 hours.

The referral will be acknowledged by a Social Worker who will feedback on the next course of action if any. Lanterns will co-operate fully with any subsequent investigation.

### **Discussion with parents**

Parent should be asked for an explanation of how the injury occurred or about the incident except in the case of sexual abuse). The parent's explanation should be accepted, and a written record made. These discussions will take place either by phone or when the child is dropped off /collected as appropriate.

### **Listening and talking with the child**

Any comments or statements made by children should be listened to and taken seriously. Staff should not question the child; allegation of child abuse can lead to a criminal investigation therefore staff must not do anything to jeopardise a police investigation such as asking a child leading question.

### **Keeping children safe**

Lanterns Nursery has designated person (member of staff) who takes a lead role in child protection issues. The name of the designated person is displayed with the parent's information.

All our staff at Lanterns have undergone an interview, had references taken and a DBS check in line with Ofsted's requirements.

Volunteers and students do not work unsupervised.

Lanterns have procedures in place for the monitoring of visitors to the nursery so that no unauthorised person has unsupervised access the children.

### **Allegations against a member of staff**

If an allegation is made against a member of staff, we will follow the HM Government guidance in 'Working together to safeguard children,2018'

The allegation should be reported to the Nursery Manager on duty. If this person is the subject of the allegation, then this should be reported to the Owner, Nursery Deputy Manager or the Designated Safeguarding Lead instead.

The Local Authority Designated Officer (LADO), will be informed immediately in order for this to be investigated by the appropriate bodies promptly:

- LADO will be informed immediately for advice and guidance.
- A full investigation will be carried out by the appropriate professionals (LADO, Ofsted, LSCB) to determine how this will be handled.
- The nursery will follow all instructions from the LADO, Ofsted, LSCB and asks all staff members to do the same and co-operate where required.
- Support will be provided to all those involved in an allegation throughout the external investigation in line with LADO support and advice.
- The nursery reserves the right to suspend any member of staff during an investigation.
- All enquiries/external investigations/interviews will be documented and kept in a locked file.
- Unfounded allegations will result in all rights being re-instated.
- Founded allegations will be passed on to the relevant organisation (police) and will result in the termination of employment. The correct authorities will be notified immediately of this decision. The nursery is also required to notify the Independent Safeguarding Authority (ISA) to ensure their records are updated.
- All records will be kept until the person reaches normal retirement age or for 10 years if that is longer. This will ensure accurate information is available for references and future DBS checks and avoid any unnecessary re-investigation.
- The nursery retains the right to dismiss any member of staff in connection with founded allegations following an inquiry.

### **Recruitment**

When recruiting new staff Lanterns will consider safeguarding children issues at every stage of the process.

During selection and recruitment all gaps or inconsistencies in employment must be explored and a satisfactory answers sort from the candidate and any issues around the individual candidate's application form and references should be explored.

During interviews at least one member of the panel will have knowledge of the safeguarding children and set questions will be asked around safeguarding children issues to all candidates.

All staff working with children are required to undergo an enhanced DBS regardless of if they have recently had one or not.

Students - All long-term students should undertake a DBS check; those who have not yet undergone a DBS must not be left alone with children, take children to the toilet or other activities that take them out of sight of staff.

The induction programmes for all new staff, students and volunteers will include safeguarding children responsibilities and appropriate training where necessary.

### **Prevent Duty**

It is essential that staff are able to 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 wider safeguarding duties and is similar in nature to protecting children from other harm whether these come from within their family or are the product of outside influences. We promote fundamental British values, and we emphasise this daily through personal, social and emotional development and understanding of the world. All staff are expected to assess the risk of children being drawn into terrorism. This means being able to demonstrate both a general understanding of the risk affecting children and specific understanding of how to identify individual children who may be at risk of radicalisation and what to do to support them. As with managing other safeguarding risks, staff should be aware of changes in children's behaviour which would indicate that they may be in need of protection. Staff should use their personal judgement in identifying children who might be at risk of radicalisation and act accordingly which may include making a referral to the Channel programme.

Procedure for reporting concerns If a member of staff has a concern, they should follow the Nursery's normal safeguarding procedures, and report to the Manager. The local police can be contacted, they can talk to you in confidence about concerns and help gain access to support and advice. Also, they can advise if this would be a case for Channel The Department for Education has a dedicated telephone helpline (020 7340 7264) to enable staff and directors to raise concerns relating to extremism Concerns can also be raised by email to [counter.extremism@education.gsi.gov.uk](mailto:counter.extremism@education.gsi.gov.uk)

### **Channel**

Channel is a programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. It provides a mechanism for schools to make referrals if they are concerned that an individual might be vulnerable to radicalisation. An individual's engagement with the programme is entirely voluntary at all stages. The panel must be chaired by the Local Authority and include the police. Following a referral the panel will assess the extent to which individuals are vulnerable to being drawn into terrorism, and, where, considered appropriate and

necessary, consent is obtained and support arranged Channel is available at: <https://www.gov.uk/government/publications/channelguidance>.

**What is Radicalism?** Radicalism refers to the process by which a person comes to support terrorism and forms of extremism. Protecting children from the risk of radicalisation is seen as part of Lanterns safeguarding duties and is similar to protecting children from other forms of harm and abuse. During the process of radicalisation, it is possible to intervene to prevent vulnerable people being radicalised. There is no single way of identifying an individual who is likely to be susceptible to an extremist ideology. It can happen in many different ways and settings. Specific background factors may contribute to vulnerability which are often combined with specific influences such as family/friends online.

**What is Extremism?** Extremism is vocal or active opposition to fundamental British Values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.

### **Further information**

- For more information the nursery holds a copy of the guidance –‘What to do if you are worried a child is being abused’.
- A copy of the London Child Protection procedures is held in the main office.
- Contact numbers for reporting concerns are held in the main office and each room.
- Working Together to Safeguard Children

### **Designated Safeguarding Lead**

- Ms Janet Viola – Nursery Manager

### **Deputy Designated Leads**

- Charlene Duffy – Deputy Nursery Manager
- Rohima Begum – Deputy Nursery Manager

Policy agreed and adopted on:

This policy will be reviewed on:

Signed:

Name:

Position:

# Lanterns Safeguarding Children Procedures

## Concerns about a child

