Child Protection Policy

Including: the use of cameras, Internet, smart devices, visitors and social media

At “Worship Worth Experiences”, we take the protection and safety of the children that attend our setting very seriously. Whilst children are in our care it is every staff members responsibility to

provide a safe and secure environment for them to explore and develop to their full potential.

We will do so, by ensuring all staff understand all of our policies, procedures and risk

assessments, this being updated and read by staff on a regular basis.

Safeguarding all the children in our care is everyone's responsibility !!!!

"Safeguarding is everyone's responsibility: for services to be

effective each professional and organisation should play their full part"

Working Together 2015

There will always be a minimum of two members of staff on premises, as soon as a child is

within the setting. We will maintain that whilst there are children being looked after at” Worship

Worth Experiences” that one persons holds a first aid certificate. All staff will attend the basic child protection course and first aid, These certificates are updated regularly recommended by

Ofsted. Any work placement student or volunteers, even those who hold a DBS check will not be left

unattended with any of the children, until we feel comfortable to do so.

"A child-centred approach: for services to be effective that should

base on a clear understanding of the needs and views of children"

To provide a safe and secure environment we will always ensure that the adult to child ratio

is correct. Also that the children are always within sight and hearing of a member of staff.

It will be explained to STAFF the importance of keeping all personal information shared within “Worship Worth Experiences” about any of the children or adults is confidential, that it is not to be disclosed to anyone out of the setting.

If for a medical reason a member of staff needs to be taking any ongoing or other

medication, this must be done so away from the children and the medication secure and out of

reach of the children.

“Worship Worth Experiences” also has a Facebook page, which is an open page, as another method of sharing our activities and experiences with our parent/carers. All parent/carers will be asked for their permission and sign our Photography/Facebook policy before photos are shared. No children will be named or personal information shared on Facebook. Photos shared on our

Facebook page will only show the children's backs, with no clear pictures of their faces. (See

photograph and Facebook policy)

All members of staff's personal mobile phones will be kept secure on their bags in the

designated cupboard in the kitchen, out of reach from the children. Staff may access their

mobile phones whilst they are in their break. If their is an emergency and a member of staff

needs their mobile phone out during the day, this can be discussed with the manager on the

day. It will be made clear that no photos are to be taken on their mobile phones.

Any visitors that come into ” Worship

Worth Experiences” will be reminded that they are not to take their

mobile phones or other devices that may have a camera on out of their belongings. There will

be a sign in the entrance hall reminding the visitors of this. If for example a tutor is here for a

trainees observation for their course work and a device is being used that has a camera on, to

record their work, we will ask that the camera lens is covered up.

All parent/carers will be informed on their initial visits to Little Sprouts that they will not

be able to have their mobile phones out whilst in the setting and that photos will not be

permitted to be taken in the setting. On any social events made by us, e.g Christmas party we

will remind parent/carers that photo can be taken, as a way of them being able to record the

event for the child but no photos are to be shared on social media of other children.

” Worship

Worth Experiences” is a very busy setting with many visitors, from family and friends to

deliveries. We have a visitors book where members of the public or other professional etc

visiting sign in. However, with the children's safety our first concern, no child would be left

alone with a visitor.

The use of social media, it is with our child protection policy that no member of staff is to

be friends with any parent/carer unless there was a previous connection to them prior to the

child attending ” Worship Worth Experiences”

straight away.

As childcare provider, it is all members of staff at ” Worship

Worth Experiences” responsibility to understand

that abuse can be:

* Physical

* Sexual

* Emotional

* Neglect (and acts of omission)

* Racists, Disability and Homophobic and Transphobic abuse

* Radicalisation and/or extremist behaviour

* Bullying, including online bullying

* Child sexual exploitation

* Female Genital Mutilation

* Domestic Violence or Abuse

* Or a mixture of all

(See attachment (1) definitions of harm)

For more information please check this website

https://www.nspcc.org.uk/what-is-child-abuse/spotting-signs-child-abuse/

Any concerns you may have, of disclosures made by a child within the setting, information

must be recorded in great detail, times etc. (See attachment (2) what to remember if you

suspect or see signs of abuse) straight away. Report your concerns to the senior lead

practitioner in charge. Information only needs to be shared with whom needs to know. Parent/

carers must be involved before a referral is made, unless you feel it is unsafe to do so.

Below are some of what you may notice to raise concern:

* ANY SIGNIFICANT CHANGES IN THE CHILD'S BEHAVIOUR

* UNEXPLAINED BRUISING OR MARKS

* ANY COMMENTS THAT MAKE YOU FEEL UNCOMFORTABLE - MIGHT MAKE YOU STOP AND

THINK

* DETERIORATION IN GENERAL WELLBEING OF THE CHILD

* IF A CHILD SHOWS CONCERNS THROUGH THE WAY THAT THE ARE PLAYING, AGGRESSIVE

ROLE-PLAY ETC.

If a child discloses that they or another child is being abused, you are to show that you have listened to what that are saying, being clear and simple with what you say, showing that you are taking what they are saying seriously. Do not interrupt the child whilst they are recalling significant events and do not get them to repeat any of their account.

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Any concerns that you may have regarding a child within our setting anAny concerns that you may have regarding a child within our setting and need further help with, are to contact : the - CHILDREN'S ADVICE AND DUTY SERVICE (CADS) - TELEPHONE 0344 800 8021, this service line is open between 8am - 8pm, Monday to Friday. (see attachment (3) information regarding CADS).

If the SLP is with agreement of the allegations, the adult will be asked to leave the setting and stay away from the children form immediate effect until further action can be taken. This will be done without prejudice to the adults it concerns.

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The next step is to notify THE LOCAL AUTHORITY DESIGNATED OFFICER (LADO). (See attachment (5) information on LADO)

There are two options next:

1) If you are unsure that the concern meets LADO criteria a consultation for can be completed

2) If you feel that the concern does meet with LADO criteria you can complete a referral form.

Both forms can be found on the website: www.norfolklscb.org

Either form can be completed and returned to LADO@norfolk.gov.uk

LADO's contact number is: 01603 223473

Every member of staff is shown on induction and always has access to our Whistle Blowing Policy at all times (see whistle blowing policy)

It is part of our responsibility as a childcare providers to be aware of Section 26 of the Counter - Terrorism and Security Act 2015, Prevent Duty. From this act we will ensure that all staff members will complete the online training provided, and the certificate added to their personal files and induction pack. One member of staff will attend the days training provided by the local council. From the act, Little Sprouts takes into account 'due regard to the

need to prevent people from being drawn into terrorism'. We will as a team promote fundamental British values, through our role-play and general day routine and special dates that we celebrate, such as Mothers Day, Fathers Day etc. We will always be monitoring the children's behaviour and changes regarding this and record them, if we feel there are any concerns regards to prevent duty we will refer them to the police. There will be a display of what and how we promote 'British Values' within the setting, to show parent/carers the importance of these.

All staff will be aware of the Radicalisation (VTR) Referral form, which can be downloaded from the Norfolk Children's Website.

For more information follow this link

https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and partnerships/partnerships/crime-and-disorder-partnerships/community-safety-partnership/ preventing-radicalisation

Under "The statutory guidance 'Keeping Children Safe in Education' 2014" - states professionals working with children need to be aware of Female Genital Mutilation (FGM)

" The partial or total removal of the female genitalia .....for cultural or other non therapeutic reasons "

This is a form of child abuse, it has been illegal operation in the UK for over 20years. More information can be found on the website www.gov.uk and search 'female genital mutilation'.

There are two steps you can take if you are worried a child has been subject to this operation

1) It is classed as a child protection issues and you can refer concerns to your local social services team, as stated previous in policy.

2) Or a referral to the Police 999.

Staff who hold Senior Lead Practitioner (SLP) safeguarding qualification

Becky Garratt - Manager of Little Sprouts

Lucy Allen - Deputy Manager of Little Sprouts

Phoebe Garratt - Room Lead of Brussels Room

Guidance and Legislation

Prevent Duty Advice - Department for Education

Fundamental British Values in Early Years

Norfolk Multi-Agency Safeguarding Hub

Working Together of Safeguard Children 2015

Local Safeguarding Children Board

Local Authority Designated Officer

Safeguarding Tool Kit https://www.norfolkchildcarejobs.com/resources

What to do if you are worried a child is being abused 2015

Norfolk County Council Threshold Guidance https://www.norfolklscb.org/people-working-with children/threshold-guide

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