**1.2 Safeguarding Policy**

In our Pre-School we plan to provide an environment, which ensures children are safe from potential abuse. We **will** respond to any suspicion of potential abuse in a way, which respects the child’s rights and reinforces the adults’ responsibilities to the children.

In order to do this we;

* Ensure that all adults working (voluntary or paid) in the Pre-School are aware of the fact that such work is exempt from the provision laid down in the Rehabilitation of Offenders Act 1974,
* Require all staff and regular volunteers to undergo an Enhanced DBS check and prove that they have no convictions and declare that they are not living with anyone who is barred from working with children.
* Staff and volunteers sign an Annual Declaration stating that they know of no reason why they should not work with children and are not living with anyone who is barred.
* Offer ongoing training to all adults, involved with the care and education of children. which will help them to recognise and respond to suspected abuse of children, whether physical, emotional, sexual or as a result of neglect,
* Follow the WSCC Signs of Safety & Continuum of Need windscreen guidance and carry out a Vulnerable Learners Audit termly in conjunction with our Early Years Childcare Advisor. We then look at ways we can further support the child and their family and will often look to the Local Offer for agencies which may be able to help.
* We also monitor our families and staff in the light of the government’s Prevent Strategy and would report concerns to counter.extremism@education.gov.uk or 02073407264.
* If an allegation of abuse is made about a member of staff, the manager will be contacted immediately. She will then inform Ofsted, MASH and the police if appropriate. The member of staff will have no unsupervised contact with the children until the allegation has been fully investigated,
* The Pre-school has a [Whistleblowing Policy](Whistleblowing%20policy%2017.docx) to ensure staff can report the Manager or deputy managers if they suspect them of abuse.
* Never allow an unregistered adult to be alone with a child or children, e.g. going to the toilet

FGMIf you are concerned that a girl is at risk of FGM this must be shared with MASH and/or the Police.

POLICE: 101 or in an emergency 999

MULTI AGENCY SAFEGUARDING HUB (MASH): 01403 229 900

OUT OF HOURS DUTY TEAM: 0330 222 6664

* FEMALE GENITAL MUTILATION HELPLINE: 0800 028 3550
* We will have a designated person to whom all concerns will be referred (Louisa Holden)
* We will keep an on-going record of observations of significant changes in children’s behaviour or appearance which will be written, dated and signed and kept confidential,
* Recognise that parents should always be involved in the monitoring of children’s behaviour or development and should be the first point of contact (except in cases of suspected sexual abuse)
* Parents/carers should be in a fit state to collect their child/ren. If a parent/carer arrives in an, ‘unfit’ state, through, for example, alcohol or drug abuse. The staff cannot refuse to hand over the child/ren but should persuade the parent to remain at the pre-school. Support will be offered in the form of tea and an offer will be made firmly that the pre-school contact another responsible family member to collect both the adult and the child. A member of staff will then inform the responsible carer that we will be contacting MASH as stated in our policy. Pre-School will then inform MASH on 01403 229 900 If a parent becomes aggressive, the police will be informed. The safety and emotional well-being of the child will be our paramount priority. Please see our current [Terms and Conditions](../../../Enrolment/enrolment%20and%20emergency%20contact%20and%20terms%202017.docx).

Work with IPEH (Integrated Prevention and Earliest Help) MASH (Multi-agency Safeguarding Hub, Police, designated health visitor Christina Woolgar.

Please contact Adur Health Visiting Team if needed on  01273 696011 ext 1555

* or NSPCC to ensure the child’s best interests are met,
* Will wherever possible continue to support and work with the child’s family to maintain continuity of care for the child.

**All details** of **concerns, progress, case conferences etc. are confidential and will not be discussed with anyone not authorised to have this information.**