



ROCKS AND PEBBLES LTD



Rocks and Pebbles Safeguarding Children and Child Protection Policy

Date: February 2020

Review Date: February 2021

Rocks and Pebbles is committed to building a 'culture of safety' in which the children in our care are protected from abuse and harm.

The Club will respond promptly and appropriately to all incidents or concerns of abuse that may occur. The Club's child protection procedures comply with all relevant legislation and with guidance issued by the Local Safeguarding Children Board (LSCB).

The DSL coordinates child protection issues and liaises with external agencies (eg Social Care, the LSCB and Ofsted).

Forms of child abuse and neglect

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.
- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

Recognising Child Abuse

Child abuse can manifest itself in a variety of different ways, some obvious some not so obvious. All staff will receive child protection training and will be vigilant to signs and evidence of physical, sexual, and emotional abuse or neglect.

Signs of child abuse and neglect

Signs of possible abuse and neglect may include:

- significant changes in a child's behaviour
- deterioration in a child's general well-being
- unexplained bruising or marks
- comments made by a child which give cause for concern
- inappropriate behaviour displayed by other members of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their role, or inappropriate sharing of images.

If abuse is suspected or disclosed

When a child makes a disclosure to a member of staff, that member of staff will:

- Reassure the child that they were not to blame and were right to speak out
- Listen to the child but not question them
- Give reassurance that the staff member will take action
- Record the incident as soon as possible using logging a concern form (*see end of this policy*)

If a member of staff witnesses or suspects abuse, they will record the incident straightaway. If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly. If they will not do so, we will explain that the Club is obliged to and the incident will be logged accordingly.

Extremism and radicalisation

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, including:

- feeling alienated or alone
- seeking a sense of identity or individuality
- suffering from mental health issues such as depression
- desire for adventure or wanting to be part of a larger cause
- associating with others who hold extremist beliefs

Signs of radicalisation

Signs that a child might be at risk of radicalisation include:

- changes in behaviour, for example becoming withdrawn or aggressive
- claiming that terrorist attacks and violence are justified
- viewing violent extremist material online
- possessing or sharing violent extremist material

If a member of staff suspects that a child is at risk of becoming radicalised, they will record any relevant information or observations on a Logging a concern form, and refer the matter to the DSL.

Female Genital Mutilation (FGM)

Female Genital Mutilation is child abuse. It's dangerous and a criminal offence. There are no medical reasons to carry out FGM. It can cause severe and long-lasting damage to physical and emotional health. (Information taken from www.nspcc.org.uk).

Signs of FGM

A child may talk about:

- Being taken 'home' to visit family
- A special occasion to 'become a woman'
- An older female relative visiting the UK

Things you may notice:

- Unusual behaviour such as, withdrawn, anxious, depressed, aggressive
- Having difficulty walking, sitting or standing
- Spend longer than normal in the bathroom
- Ask for help, but may not be explicit about the problem due to embarrassment or fear.
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If a member of staff suspects that a child is at risk or has suffered FGM, they will record any relevant information or observations on a Logging a concern form, and refer the matter to the DSL.

Logging an incident

All information about the suspected abuse or disclosure will be recorded on the **Logging a concern** form as soon as possible after the event. The record should include:

- Date of the disclosure or of the incident causing concern
- Date and time at which the record was made
- Name and date of birth of the child involved
- A factual report of what happened. If recording a disclosure, you must use the child's own words.
- Name, signature and job title of the person making the record.

The record will be given to the Club's DSL who will decide whether they need to contact Social Care or make a referral. All referrals to Children's Social Care will be followed up in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Children's Social Care directly.

Allegations against staff

If anyone makes an allegation of child abuse against a member of staff:

- The allegation will be recorded on an **Incident record** form. Any witnesses to the incident should sign and date the entry to confirm it.
- The allegation must be reported to the Local Authority Designated Officer (LADO) and to Ofsted. The LADO will advise if other agencies (eg police) should be informed, and the Club will act upon their advice. Any telephone reports to the LADO will be followed up in writing within 48 hours.
- Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate the Club will make a referral to the Disclosure and Barring Service.

Promoting awareness among staff

The Club promotes awareness of child abuse issues through its staff training. The Club ensures that:

- Its DSL has relevant experience and receives appropriate training
- Safe recruitment practices are followed for all new staff
- All staff have a copy of this Safeguarding Children policy, understand its contents and are vigilant to signs of abuse or neglect
- All staff are aware of their statutory requirements with regard to the disclosure or discovery of child abuse
- Staff are familiar with the Safeguarding File which is kept in the cupboard in the snack room.
- Its procedures are in line with the guidance in 'Working Together to Safeguard Children (2013)' and that staff are familiar with the 'What To Do If You're Worried A Child Is Being Abused' flowchart.

Use of mobile phones and cameras

Photographs will only be taken of children with their parents' permission. Only the club camera will be used to take photographs of children at the Club, except with the express permission of the manager. Neither staff nor children may use their mobile phones to take photographs at the Club.

Contact numbers

Social Care: 0208 314 6660

Out of hours contact: 0208 314 0000

LADO (Local Authority Designated Officer): Finola Owens-0208 314 3114

LSCB (Local Safeguarding Children Board): 0208 314 9177

Ofsted: 0300 123 1231

Police: 101 for Lewisham Police Station or 999 in an emergency

NSPCC: 0808 800 500

This policy was adopted by: Rocks and Pebbles Ltd	Date: February 2020
To be reviewed: February 2021	Signed:

Rocks and Pebbles Ltd is the trading name of Rocks and Pebbles. Limited registered in England and Wales.

Registration No: 6415435

Director: Kate Asaf

ROCKS AND PEBBLES LTD[®] WRAP AROUND CHILDCARE



Logging a concern about a child's safety and welfare

Part A-to be completed by the person who has observed a concern

Name and address of club:	
Child's name:	Date of birth:
Date of log:	Time of log:
Name of person logging concern (print):	Signature:
Job title:	
Date of concern/incident/disclosure:	Time of concern/incident/disclosure:
<i>Describe the incident/concern/disclosure as factually as possible. Include who was involved, where it happened, exactly what happened, etc. Describe clearly any behavioural or physical signs you have observed.</i>	

Part B-to be completed by the club manager

What action has been taken:

Any follow up actions required? If yes please state when.

Signed by club manager:

Date: