As a registered childcare setting we take our responsibilities seriously to ensure the safety and promote the welfare of children in our care in line with the procedures laid out by the Local Safeguarding Children Board. As a setting we have developed a structured procedure to be followed in the case of suspected abuse, which is regularly reviewed and updated. The name of our LSCB is Southampton Local safeguarding children board and the LSCB procedures can be found at [www.southamptonlscb.co.uk](http://www.southamptonlscb.co.uk).

We understand that child abuse can be physical, sexual, emotional, neglect, or a mixture of these, and we are aware of the signs and symptoms of these. All practitioners are trained in identifying the signs of different forms of abuse and neglect and know how to take necessary action in these circumstances.

Our setting has 3 Designated Safeguarding Officers and in any circumstance there will always be one of them present on site. These are: Claire Hammond, Georgina Trett and Liesa Wright. We have adequate arrangements in place to identify, assess, and support those children who are suffering harm. We update our training as required to meet local requirements and receive regular changes and updates to Safeguarding practice.

We aim to provide an environment in which children and young people feel valued and respected and confident to approach any of us if they are in difficulties, believing they will be effectively listened to.

Family & Visitors

* All people working at the setting who are aged 16 or over have received an enhanced DBS (CRB) check.
* We record all visitors to the setting during working hours with the time and nature of visit. Children are not left unsupervised with visitors

Following the Safeguarding Vulnerable Groups Act (2006):

* All practitioners are safeguarding trained with frequent training updates and refreshers provided. Practitioners are likely to be the first people that sense any problems or experience an allegation of a safeguarding concern from a child. Therefore, it is important for us to ensure all practitioners are confident and trained to deal with these situations.
* All staff will work as part of a multi-agency network where required to meet the best interests of the children.
* As a safeguarding requirement, if a child enters the setting with an injury/mark, this will be recorded by a practitioner and the parent together on a body map form to explain the incident and how it occurred. If a mark is not visible, it is important for the parents to ensure they still notify the practitioner on morning handover so a form can still be completed.
* In a safeguarding situation, the Designated Officer dealing with the situation has a duty to inform the parents, UNLESS they feel that this would put a child at higher risk.
* All suspicions and investigations are confidential and will only involve those necessary.
* At Early Starts, we take a lot of pride and time into building solid, trustful relationships with our parents and families. In safeguarding situations, this remains paramount to us and we will continue to work in partnership with the child and their family and support them where we can.

Mobile Phones / Cameras / IT Equipment / Social Networking

Mobile phones, cameras and IT equipment will never be used in compromising situations, which could be misinterpreted and lead to potential allegations.

Visitors to the setting will never be left unsupervised with children and therefore visitors will never be in a situation where their mobile phone/camera/IT equipment usage could lead to potential allegations.

We will not post anything on social networking sites that could cause offence to any child or their family. We will gain signed parental/carer’s permission before sharing any images with others and then only in pre-approved closed groups.

All staff are made aware of the above phone/camera/IT equipment policy and will be made aware of professional boundaries when using social networking sites. They will not be permitted to share images, video or audio on any mobile phone or social networking site without prior permission from Claire (the Manager/Owner) and parents/carers of any children involved.

Please see our separate Allegation of abuse policy which details what will happen should an allegation be made against any member of staff, student, family member or visitor to our setting.

Useful contact numbers are:

* Southampton Local Safeguarding Children’s Board – 023 8083 3803
* MASH (multi agency safety hub) – 023 8083 3336
* LADO – Jemma Swann – 02380382693/07500952037

Signed Manager :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed Parent :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Policy Version 8 Review Date: January 2021