**Safeguarding Policy**

At Emmer Green Pre-school we work with children and parents to ensure the safety and well being of children and to give them the very best start in life.

Safeguarding at Emmer Green Pre-school is considered everyone’s responsibility and as such our setting aims to create the safest environment within which every child has the opportunity to achieve their full potential.

We recognise the contribution we can make in ensuring that all children who use our setting feel that they will be listened to and appropriate action taken.

Staff will endeavour to create in our Pre-school an environment in which children feel safe and protected from harm.

**Child Protection**

At Emmer Green Pre-school, when a family registers with us, we offer out sessions and arrange a home visit and a Pre-school visit to get to know the family.

If staff notice any significant changes in a child’s behaviour or general well being or unexplained bruise marks or signs of possible abuse or neglect. All staff report any concerns in the child’s life at home or elsewhere to the designated Officer Wendy or Hannah, who would then talk/report to the Single Point of Access Reading Child Protection advice line.

**Visitors**

All staff need to ask visitor’s to sign in and out and show them where to go if not familiar with the building. All visitor’s need to store their phones/cameras in the office.

**How to recognise child abuse**

**Signs and symptoms**

Recognising abuse is the most important duty that staff undertake to ensure that they are protecting children from abuse.

Set out below are some of the possible signs which may help staff recognise if a child is being abused. Although these signs do not necessarily indicate that a child has been abused they may help staff recognise that something is wrong. If you are worried speak to the Designated Person.

The four categories of abuse:

* Physical Abuse
* Sexual Abuse
* Emotional Abuse
* Neglect

These are defined as:

**Physical Abuse**

This may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent of carer fabricates the symptoms of or deliberately induces illness in a child. Physical abuse also includes FGM Female Genital Mutilation.

**Sexual Abuse**

Includes 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. The activities may involve physical contact including penetrative eg. (rape or buggery) or non penetrative acts, kissing, rubbing, masturbation, touching on the outside of clothing. Sexual abuse need not necessarily involve a high level of violence nor is solely perpetrated by adult males. Sexual abuse includes grooming by the internet.

**Emotional Abuse**

This is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It involves conveying to children that they are worthless/unloved or inadequate or valued only in so far as they meet the needs of another person age or developmentally inappropriate expectations being imposed on children; the exploitation or corruption of children overprotection or preventing a child taking part in normal social activities, serious bullying (includes cyber bullying), seeing or hearing the ill treatment of another person not giving the child opportunities to express their views, deliberately silencing them or making fun of what they say or how the communicate.

**Neglect**

The persistent failure to meet a child’s basic physical needs and or Psychological needs likely to result in the serious impairment of the child’s health or development such as failing to provide adequate food, shelter and clothing or neglect of unresponsiveness to a child’s basic emotional needs, and this includes the impact on the unborn child of maternal substance abuse and failure to ensure adequate supervision including the use of inadequate care givers.

**FGM Female Genital Mutilation**

FGM is a form of physical abuse against children. FGM is also known as female circumcision or female genital cutting. FGM has no health benefits and it harms girls and women in many ways. It involves removing and damaging healthy and normal female genital tissue and interferes with the natural functions of girls and women’s bodies. FGM is defined by the world health organisation as all procedures involving partial or total removal of the external female genitals or other injury to the female genital organs for non-medical reason.

FGM has no health benefits for girls and women and procedures can cause severe bleeding and problems urinating and later cysts, infections, infertility as well as complications in child birth.

**Child Sexual Exploitation (CSE)**

Child Sexual Exploitation is where a young person (or a third person) received “something” (food, gifts, money or affection) as a result of them performing and or/another or other performing on them sexual activities.

Risk indicators include:

* Disclosure of older boyfriends
* Gang affiliation
* Receiving gifts/drugs/money
* Missing and Truanting
* Coercive Relationships
* Trafficking
* Chatting to strangers online
* Found in risky locations

If a member of staff feels any children, older siblings or young parents are at risk of CSE then Child Protection procedures should be followed and a referral made.

**Domestic Violence and Abuse**

Domestic violence and abuse (DVA) is the abuse of one person over another who is or has been in a relationship. The abuse may be verbal, sexual, physical, emotional, financial or psychological. Both men and women can be abused or abusers. It occurs in all groups and sections of society and may be experienced differently to and compounded by racism, sexuality, disability, age, religion, culture or class.

**Safer Recruitment**

It is a requirement for all agencies to ensure that all staff recruited to work with children are properly selected and checked.

At Emmer Green Pre-school we ensure that we have a member on every recruitment panel who has received the appropriate recruitment training. We will ensure that all our staff are appropriately qualified and checked that they are safe to work with children.

All applicants will have a DBS check. All applicants will be required to complete an application form, we will then phone if they have been successful and they will have a face to face interview. We ask the candidates if they are able to join in with a session before an interview.

Each applicant will receive a call from the Chair of the Pre-school or Administrator stating whether they have been successful or not.

The successful candidate will be informed that their job offer is conditional on us receiving two satisfactory references and a DBS. Once we get references back the applicant can start their job at the Pre-school.

The new member of staff will undergo an induction period of 12 weeks during which time they will read and discuss the Pre-school Policies and Procedures. They will be given a work handbook and will receive a mentor.

All staff will be asked to fill in a suitability form. This includes any health concerns or incidents that have occurred outside of the Pre-school.

**Private Fostering**

Private fostering is an arrangement made between the parent and the Private Foster Carer, who then becomes responsible for caring for the child in such a way as to Safeguard and promote his/her welfare. A privately fostered child means a child under the age of 16 (18 if a disabled child) who is cared for and provided with accommodation by someone other than:

* A parent
* A person who is not a parent
* A close relative
* A local authority

**The Prevent Duty**

We have a duty to keep children safe from the dangers of radicalisation and extremism. The Early Tears Foundation Stage focuses on children’s Personal, Social and Emotional Development and supports children in age appropriate ways to learn right from wrong, mix and share with other children and value others views, knows about similarities and differences between themselves and others and challenge negative attitudes and stereotypes.

Protecting children from the risk of radicalisation is part of our safeguarding duty and should be responded to as such. All staff should receive prevent awareness training.

Our designated person who co-ordinates child protection is:

Wendy Robins - Supervisor

Hannah Freeborn - Deputy

**Reading Child Protection Advice Line**

Children’s Single Point of Access - 01189 373641 10am till 4pm

Emergency Duty Team - 01344 786543

Allegations against any staff member or Volunteers:

Local Authority Designated Offices (LADO) 01189 373770

See also Confidentiality Policy