

Abbey Pre-school's Statement on Safeguarding and Child Protection

Our pre-school wants to work with children, parents and the community to ensure the safety of children and to give them the very best possible start in life. The welfare of the children is paramount and all children without exception have the right to protection from abuse. All suspicion and allegations of abuse will be taken seriously and responded to swiftly and appropriately. Our aims are to:

- *create an environment in our pre-school which encourages children to develop a positive self image regardless of race, language, religion, culture or home background.

- *help children to sustain satisfying relationships within their families, with peers and other adults.

- *encourage children to develop a sense of autonomy and independence.

- *enable children to have the self confidence and the vocabulary to resist inappropriate approaches.

- *work with parents to build their understanding of and commitment to the welfare of all our children.

Kirsten Ashby is our named person who co-ordinates child protection issues. You can also contact the **Kent Safeguarding Children Board** on **03000 41 11 11** and speak to the duty officer for advice as necessary.

We abide by Ofsted's requirements in respect of references and DBS checks for staff and volunteers (volunteers do not work unsupervised) to ensure that no disqualified or unfit person works at the pre-school or has access to the pre-school. We abide by the Protection of Children Act requirements in respect of any person who is dismissed from our employment or resigns in circumstances that would otherwise have led to dismissal for reasons of childcare concerns.

We have procedures for recording the details of visitors to pre-school and take security steps to ensure that no unauthorised person has unsupervised access.

We seek out training opportunities for all pre-school staff to ensure that they are able to recognise the signs and symptoms of possible physical, emotional or sexual abuse or neglect and are aware of Kent's guidelines for making referrals. We have a copy of 'What to do if you are worried a child is being abused' to which staff and parents can refer. We ensure that all staff knows that they have a responsibility to refer concerns and the procedures for recording and reporting them. We follow the guidance of the Kent Safeguarding Children Board when investigating any complaint that a member of staff or a volunteer has abused a child as if it were an allegation of abuse by any other person. Our policy is to suspend the member of staff on full pay for the duration of the investigation, this is not an indication of admission that the alleged incident has taken place, but is to protect the staff as well as children and families throughout the process.

Parents are normally the first point of contact if a suspicion of abuse is recorded and will be informed at the same time as the report is made, except when the guidance of the KSCB does not allow this. This will usually be the case where the parent is the likely abuser and in these cases the investigating officers will inform the parents.

With the proviso that the care and safety of the child is paramount we do all in our power to support and work with the child's family, and the pre-school continues to welcome the child and family whilst investigations are being made in relation to abuse in the home situation.

(This is a précis of the policy. The full policy is contained in the safeguarding file.)

Recording suspicion of abuse or disclosure

Make a record of:

- *The child's name
- *The child's address
- *The age of the child
- *The date and time of the observation or the disclosure
- *An objective record of the observation or disclosure
- *The exact words spoken by the child
- *The name of the person to whom the concern was reported, with the date and time
- *The names of any other person present at the time

Kent Safeguarding Children Board Central Duty: 03000 41 11 11

Out of hours: 03000 41 91 91

Early years help and Preventative Services: 03000 419222