



Child Protection and Safeguarding

In our nurseries we work with children, parents, external agencies, and the community to ensure the welfare and safety of children, aiming to give them the very best start in life. Children have the right to be treated with respect, help to thrive, and safe from abuse of any form.

We support the children within our care, protect them from maltreatment and have robust procedures in place to prevent the impairment of children's health and development. In our setting we strive to protect children from the risk of radicalisation, and we promote acceptance and tolerance of other beliefs and cultures. Safeguarding is a much wider subject than the elements covered within this single policy, therefore this document should be used in conjunction with the nursery's other policies and procedures.

Legal framework and definition of safeguarding

- Children Act 1989 and 2004 and 2014
- Childcare Act 2006 and 2016
- Safeguarding Vulnerable Groups Act 2006
- The Statutory Framework for the Early Years Foundation Stage (EYFS) 2025
- Working together to safeguard children 2018. 2026
- What to do if you're worried a child is being abused 2015
- Counterterrorism and Security Act 2015.

Safeguarding and promoting the welfare of children, in relation to this policy is defined as:

- Protecting children from maltreatment
- Preventing the impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

(Definition taken from the HM Government document 'Working together to safeguard children 2018).

Policy intention

To safeguard children and promote their welfare we will:

- Create an environment to encourage children to develop a positive self-image.
- Provide positive role models and develop a safe culture where staff are confident to raise concerns about professional conduct.
- Encourage children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development.

- Provide a safe and secure environment for all children.
- Promote tolerance and acceptance of different beliefs, cultures, and communities.
- Help children to understand how they can influence and participate in decision-making and how to promote British values through play, discussion, and role modeling.
- Always listen to children
- Provide an environment where practitioners are confident to identify where children and families may need intervention and seek the help they need.
- Share information with other agencies as appropriate.

The nursery is aware that abuse does occur in our society, and we are vigilant in identifying signs of abuse and reporting concerns. Our practitioners have a duty to protect and promote the welfare of children. Due to the many hours of care we provide, staff may often be the first people to identify that there may be a problem. They may well be the first people in whom children confide information that may suggest abuse or spot changes in a child's behaviour which may indicate abuse.

Our prime responsibility is the welfare and wellbeing of each child in our care. As such we believe we have a duty to the children, parents, and staff to act quickly and responsibly in any instance that may come to our attention. This includes sharing information with any relevant agencies such as local authority services for children's social care, health professionals or the police. All staff will work with other agencies in the best interest of the child, including as part of a multi-agency team, where needed.

The nursery aims to:

- Keep the child at the center of all we do.
- Ensure staff are trained right from induction, understanding child protection and safeguarding policies and procedures, being alerted to identify possible signs of abuse, understanding what is meant by child protection and being aware of the different ways in which children can be harmed, including by other children through bullying or discriminatory behaviour
- Be aware of the increased vulnerability of children with Special Educational Needs and Disabilities (SEND) and other vulnerable or isolated families and children.
- Ensure staff understand how to recognize early indicators of potential radicalization and terrorism threats and act on them appropriately in line with national and local procedures.
- Ensure that all staff feel confident and supported, to ensure the best interest of the child, share information and seek the help that the child may need.
- Ensure that all staff are familiar and updated regularly with child protection training, procedures and kept informed of changes to local/national procedures, including annual safeguarding newsletters, updates, and training.
- Make any child protection referrals to Bradford Children's Services Integrated Front Door (IFD) Practitioners advice and referral contact number 01274 433999 in a timely way, sharing relevant information as necessary in line with procedures set out by the Bradford Children's Services and Working Together to Safeguard Children.

- Make any referrals relating to extremism to the police (or Bradford Children's Services Integrated Front Door (IFD) sharing relevant information as appropriate.
- Ensure that information is shared only with those people who need to know to protect the child and act in their best interest.
- Keep the setting safe online, using appropriate filters, checks and safeguards, always monitoring access.
- Ensure that children are never placed at risk while in charge of nursery staff.
- Identify changes in staff behaviour and act on these.
- Take any appropriate action relating to allegations of serious harm or abuse against any person working with children, living, or working on the nursery premises including reporting such allegations to Ofsted, LADO.
- Ensure parents are fully aware of the Safeguarding and child protection policy and procedures when they register with the nursery and are kept informed of all updates when they occur.
- Regularly review and update this policy with staff and parents where appropriate and ensure it complies with any legal requirements and guidance or procedures issued by the Bradford Children's Services Integrated Front Door (IFD)
- We will support children by offering reassurance, comfort, and sensitive interactions. We will devise activities according to individual circumstances enabling children to develop confidence and self-esteem within their peer group and support them in learning how to keep themselves safe.

Contact telephone numbers.

Bradford Children's services Integrated front door.

(Practitioners advice and referral contact number) 01274 433999.

Children's Emergency Duty Team

01274 431010

Local authority Designated Officer (LADO)

can be contacted via the duty officer on 01274 435600 or LADO@bradford.gov.uk

Ofsted

0300 123 4666

Non-emergency police 101

If you believe that a child is in immediate danger of harm, ring the police on **999**.

Helpline for extremism concerns Bradford Children's Services Integrated Front Door (IFD).

Types of abuse and procedures followed.

Abuse and neglect are forms of maltreatment of a child. A person may abuse or neglect a child by harming them or by failing to prevent harm. Children may be abused within a family, institution, or community setting, by those known to them or a stranger. This could be an adult or adult's, another child, or children.

(What to do if you're worried about a child is being abused (advice for practitioners) 2018.)

The signs and indicators listed below may not necessarily indicate that a child has been abused but will help us to recognize that something may be wrong, especially if a child shows a number of these symptoms or any of them to a marked degree.

Indicators of child abuse

- Failure to thrive and meet developmental milestones.
- Fearful or withdrawn tendencies
- Aggressive behavior
- Unexplained injuries to a child or conflicting reports from parents, carers or staff
- Repeated injuries
- Unaddressed illnesses or injuries
- Significant changes to behavior patterns.

We are aware that peer on peer abuse does take place, we include children in our policies when talking about potential abusers. This may take the form of bullying, physically hurting another child, emotional abuse, or sexual abuse. We will report this in the same way as we do adults abusing children and will take advice from the appropriate bodies on this area.

Recording suspicions of abuse and disclosures

Staff should make an objective record of any observation or disclosure, supported by the nursery manager or Lead Safeguarding Officer (LSO). This record should include:

- Child's name
- Child's address
- Age of the child and date of birth
- Date and time of the observation or the disclosure
- Exact words spoken by the child.
- Exact position and type of any injuries or marks seen.
- Exact observation of any incident including any concern reported, with date and time; and the names of any other person present at the time.
- Any discussion held with the parent(s) (where deemed appropriate).

These records should be signed by the person reporting this and the Lead Safeguarding Officer (LSO) and should be stored in a separate confidential file.

If a child starts to talk to an adult about potential abuse, it is important not to promise the child complete confidentiality. This promise cannot be kept. It is vital that the child is allowed to talk openly, and disclosure is not forced or words put into the child's mouth. As soon as possible after the disclosure details must be logged accurately.

It may be necessary that, through discussion with all concerned, the matter needs to be raised with the Integrated front door team and Working Together to Safeguard and Ofsted. Staff involved may be asked to supply details of any information/concerns they have regarding a child. The nursery expects all members

of staff to co-operate with the Bradford Children's Services Integrated Front Door (IFD), police, and Ofsted in any way necessary to ensure the safety of the children.

Staff must not make any comments either publicly or in private about the supposed or actual behavior of a parent or member of staff.

Physical abuse

Action needs to be taken if staff have reason to believe that there has been a physical injury to a child, including deliberate poisoning, where there is definite knowledge or reasonable suspicion that the injury was inflicted or knowingly not prevented. These symptoms may include bruising or injuries in an area that is not usual for a child, e.g., fleshy parts of the arms and legs, back, wrists, ankles and face.

Many children will have cuts and graze from normal childhood injuries. These should also be logged with and discussed with the nursery manager or most senior qualified staff in room.

Children and babies may be abused physically through shaking or throwing. Other injuries may include burns or scalds. These are not usual childhood injuries and should always be logged and discussed with the nursery manager.

Non-Mobile babies

It is extremely rare for a non-mobile baby (for example one that is not yet crawling) to sustain accidental bruising. All actual or suspected bruising burns or scalds to babies who are not yet independently mobile are subject to multi-agency investigation to assess risk of harm.

Female genital mutilation

Certain ethnic groups practice this type of physical abuse as a cultural ritual and there is now more awareness of its prevalence in some communities in England including its effect on the child and any other siblings involved. For those nurseries caring for older children in their out-of-school facility this may be an area of abuse you could come across. Symptoms may include bleeding, painful areas, acute urinary retention, urinary infection, wound infection, septicemia, incontinence, vaginal and pelvic infections with depression and post-traumatic stress disorder as well as physiological concerns. If you have concerns about a child relating to this area, you should contact Bradford Children's Services Integrated Front Door (IFD) in the same way as other types of physical abuse. There is a mandatory duty to report to police any case where an act of female genital mutilation appears to have been carried out on a girl under the age of 18, we will ensure this is followed in our setting.

Fabricated illness

This is also a type of physical abuse. This is where a child is presented with an illness that is fabricated by the adult carer. The carer may seek out unnecessary medical treatment or investigation. The signs may include a carer exaggerating a real illness or symptoms, complete fabrication of symptoms or inducing physical illness, e.g. through poisoning, starvation, inappropriate diet. This may also be presented through false allegations of abuse or encouraging the child to appear disabled or ill to obtain unnecessary treatment or specialist support.

Procedure:

- All signs of marks/injuries to a child, when they come into nursery or occur during time at the nursery, will be recorded as soon as noticed by a staff member.
- The incident will be discussed with the parents at the earliest opportunity, where they felt appropriate.
- Such discussions will be recorded, and the parents will have access to such records.
- If there are queries regarding the injury, Bradford Children's Services Integrated Front Door (IFD)

Sexual abuse

Action needs to be taken if the staff member has witnessed an occasion(s) where a child indicated sexual activity through words, play, drawing, exhibits excessive preoccupation with sexual matters or had an inappropriate knowledge of adult sexual behaviour or language. This may include acting out sexual activity on dolls/toys or in the role play area with their peers, drawing pictures that are inappropriate for a child, talking about sexual activities or using sexual language or words. The child may become worried when their clothes are removed, e.g., for nappy changes.

The physical symptoms may include genital trauma, discharge and bruises between the legs or signs of a sexually transmitted disease (STD). Emotional symptoms could include a distinct change in a child's behaviour. They may be withdrawn or overly extroverted and outgoing. They may withdraw away from a particular adult and become distressed if they reach out for them, but they may also be particularly clingy to a potential abuser so all symptoms and signs should be looked at together and assessed as a whole.

If a child starts to talk openly to an adult about abuse, they may be experiencing the procedure below and will be followed by:

Procedure:

- The adult should reassure the child and listen without interrupting if the child wishes to talk.
- The instances observed will be detailed in a confidential report.
- The observed instances will be reported to the nursery manager or Lead Safeguarding Officer
- The matter will be referred to Bradford Children's Services Integrated Front Door (IFD)

We will be aware of the possibility of child sexual exploitation (CSE) and the signs and symptoms this may manifest as. If we have concerns, we will follow the same procedures as other concerns and we will record and refer them as appropriate. As

this mainly happens with older children, we will have heightened awareness in our out-of-school facilities.

Emotional abuse

Action should be taken if the staff member has reason to believe that there is a severe, adverse effect on the behaviour and emotional development of a child, caused by persistence or severe ill treatment or rejection.

This may include extremes of discipline where a child is shouted at or put down on a consistent basis, lack of emotional attachment by a parent, or parents or carers placing inappropriate age or developmental expectations upon them. Emotional abuse may also be imposed through the child witnessing domestic abuse and/or alcohol and drug misuse by adults caring for them.

The child is likely to show extremes of emotion with this type of abuse. This may include shying away from an adult who is abusing them, becoming withdrawn, aggressive or clingy in order to receive their love and attention. This type of abuse is harder to identify as the child is not likely to show any physical signs.

Procedure:

- The concern should be discussed with the Lead Safeguarding Officer (LSO)
- The concern will be discussed with the parents.
- Such discussions will be recorded, and the parents will have access to such records.
- Collect information and Integrated front door for advice and support and then follow their guidance.

Neglect

Action should be taken if the staff member has reason to believe that there has been any type of neglect of a child (for example, exposure to any kind of danger, including cold, starvation or failure to seek medical treatment when required), which results in serious impairment of the child's health or development, including failure to thrive.

Signs may include a child persistently arriving at nursery unwashed or unkempt, wearing clothes that are too small (especially shoes which may restrict the child's growth or hurt them), wearing the same nappy they went home in or a child having an illness or identified special educational need which is not being addressed by the parent. A child may also be persistently hungry if a parent is withholding food or not providing enough for a child's needs.

Neglect may also be shown through emotional signs, a child may not be receiving the attention they need at home and may crave love and support at nursery. They may be clingy and emotional. In addition, neglect may occur through pregnancy because of maternal substance abuse.

Procedure:

- The concern will be discussed with the parents.
- Such discussions will be recorded, and the parents will have access to such records.

- Contact Bradford Children's Services Integrated Front Door (IFD) for support or guidance.

If the setting have concerns that a child is being harmed or is at risk of harm, because of abuse or neglect, these MUST be shared.

KEEPING CHILDREN SAFE IS EVERYONE'S RESPONSIBILITY

In the Bradford District providers should contact the Integrated Front Door (IFD) (The Bradford District Safeguarding Children Partnership) using these numbers for advice and to make a referral for child protection, this includes Female Genital Mutilation and Prevent: Bradford Children's Services Integrated Front Door (IFD) dedicated practitioner's advice.
and referral contact number – 01274 433999.

Opening hours:

Monday to Thursday 8.30am to 5.00pm

Fridays 8.30am to 4.30pm

Outside of these hours, phone the Emergency Duty Team on 01274 431010

If you have reason to believe that a child is at immediate risk of harm, contact the police on 999.

Website: <https://saferbradford.co.uk>

Bradford Children and Families Trust

Monitoring children's attendance

As part of our requirements under the statutory framework and guidance documents we are required to monitor children's attendance patterns to ensure they are consistent and there is no cause for concern.

Parents should please inform the nursery prior to their children taking holidays or days off, and all sickness should be called into the nursery on the day, so the nursery management are able to account for a child's absence.

This should not stop parents taking precious time with their children but enables children's attendance to be logged so we know the child is safe.

If a child is absent with no reason given then a member of management will ring the parent/carer for an explanation the same day, and this will be recorded on the absences log sheet.

Staffing and Students

Our policy is to provide a secure and safe environment for all children. We only allow an adult who is employed by the nursery to care for children, and all staff have an enhanced clearance from the Disclosure and Barring Service (DBS) to be left alone with children. We do not allow volunteers, or any other adults present at nursery to be left alone with children, whether they have a DBS clearance or not.

All staff and students will attend child protection training and receive basic child protection training during their induction period. This will include the procedures for

spotting signs and behaviors which may be indications of abuse or abusers/potential abusers, recording and reporting concerns and creating a safe and secure environment for the children in the nursery.

During induction staff will be given contact details for the LADO (local authority designated officer), Bradford Children's Services Integrated Front Door (IFD) and Ofsted to enable them to report any safeguarding concerns, independently, if they feel it necessary to do so.

We have named people within the nurseries who take lead responsibility for safeguarding and co-ordinate child protection and welfare issues, Lead Safeguarding Officers (LSO's), there is always at least one designated person available during all opening hours of the setting.

These designated people will receive comprehensive training from our local authority at least every two years and update their knowledge on an ongoing basis, but at least once a year.

The nursery Lead Safeguarding Officers (LSO's) liaise with Bradford Children's Services Integrated Front Door (IFD) and undertake specific training, including child protection, and receives regular updates to developments within this field. They in turn support the ongoing development and knowledge update of all staff on the team.

Although, under the EYFS, we are only required to have one designated lead for safeguarding, for best practice and to always ensure cover, we have eight designated leads in place. This enables safeguarding to always stay high on our priorities. (this is over all three settings).

The Lead Safeguarding Officers (LSO's) across all three nurseries are.

Ark Day Nursery – 1st LSO **Gayle Molesworth**, 2nd **Hettie Jowett**

Broomfield Private Day Nursery - 1st LSO **Rachel Strong**, 2nd **Becky Barron**, 3rd **Bethany Johnson**

Willows Private Day Nursery – 1st LSO **Vicky Sheard**, 2nd **Zoe Goodchild** 3rd **Aimee Wilson**.

The Manager at each nursery would take the overall lead.

- We provide adequate and appropriate staffing resources to meet the needs of all children.
- Applicants for posts within the nursery are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974. Candidates are informed of the need to carry out checks before posts can be confirmed. Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.
- We give staff members regular opportunities to declare changes that may affect their suitability to care for the children. This includes information about their health, medication, or changes in their home life such as whether anyone they live with in a household has committed an offence or been involved in an incident that means they are disqualified from working with children.
- This information is also stated in every member of staff's contract.

- We require a DBS declaration in all staff supervisions, informing us of any changes/or use the DBS update service to re-check staff's criminal history and suitability to work with children.
- We abide by the requirements of the EYFS and Ofsted guidance in respect to obtaining references and suitability checks for staff, we also ensure that all staff working in the setting are suitable to do so.
- We ensure we receive at least two written references BEFORE a new member of staff commences employment with us.
- All students will have enhanced DBS checks conducted on them before their placement starts, this will be completed by the college or training center they are training with.
- Students do not work unsupervised.
- We abide by the requirements of the Safeguarding Vulnerable Groups Act 2006 and the Childcare Act 2006 in respect of any person who is disqualified from providing childcare, is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the nursery and take security steps to ensure that we have control over who comes into the nursery so that no unauthorized person has unsupervised access to the children.
- All visitors/contractors will be supervised whilst on the premises, especially in the areas the children use.
- As a staff team we will be fully aware of how to safeguard the whole nursery environment and be aware of potential dangers on the nursery boundaries. such as strangers lingering. Parents hanging around the setting. We will ensure the children always remain safe.
- The Behaviour Policy sits alongside this policy to enable us to monitor changes in behaviour that may cause concern. All staff sign up to this policy to ensure changes are reported to management, so we can support the individual staff members and ensure the safety and care of the children is not compromised.
- All staff have access to and must comply with the whistleblowing policy ensuring they share any concerns that may arise regarding colleagues.
- All staff will receive regular supervision meetings, the opportunity is given to discuss individual children, child protection training and any need for further support.
- The deployment of staff within the nursery allows for constant supervision and support.

Informing parents

Parents are normally the first point of contact. If a suspicion of abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the Bradford Children's Services Integrated Front Door (IFD) or police does not allow this. This will usually be the case where the parent or family member is the likely abuser or where a child may be endangered by this disclosure. In these cases, the investigating officers will inform parents.

Confidentiality

All suspicions, enquiries and external investigations are kept confidential and shared only with those who need to know. Any information is shared in line with guidance from the Bradford Children's Services Integrated Front Door (IFD).

All data that is collected via the Early Years Funding Agreement form will be shared with Bradford Metropolitan District Council (BMDC) for the purpose of checking eligibility and securing funding. It is also used for the Department for Education termly census.

Prevention and Early Help

Are all staff, students, aware of Bradford Safeguarding Partnership's key messages and documentation to support them to make a referral.

Prevention and Early Help

www.saferbradford.co.uk/resources/childrens/prevention-and-early-help

Continuum of need and risk identification tool

www.saferbradford.co.uk/children/practitioners-who-work-or-volunteer-with-children-and-young-people/

'Prevention' and 'Early Help' are the way families are supported in Bradford.

'Prevention' is about stopping problems and 'Early Help' is about preventing problems.

'Early Help' is not a specific service. It is a way of 'thinking' and 'working' through a collaborative approach between services with families. It is about providing support to families when a need is identified or as soon as a problem emerges, at any point in a child's life. This can be from the point of conception through childhood and into adolescence (0 to 19 yrs. and 24yrs SEND) to prevent or reduce the need for statutory services. These services are provided by Family Hubs.

Family Hubs are designed to bring services together to work with families to deliver an Integrated Local Offer.

Hubs are designed to provide information and access to these. This could include a wide range of services ranging from day care and early learning; schools and alternative education; midwifery and health visiting services; mental health support; and advice on parenting; family support; adult learning and employment opportunities.

Bradford East familyhubeast@bradford.gov.uk 01274 437523

Bradford West familyhubwest@bradford.gov.uk 01274 436700

Bradford South familyhubsouth@bradford.gov.uk 01274 434940

Keighley and Shipley keighleyshipley@bradford.gov.uk 01535 618005

Continuum of need and risk identification tool

The Continuum of need and risk identification tool document is aimed at every agency, and professionals who work's directly or indirectly with children, young people, and families. This

Guidance is to help agencies identify a child's level of need and vulnerability and respond Early Years and Childcare.

Intelligence and Sufficiency Early Education and Childcare Quality Officers
Department of Children's Services

"Getting the right help, at the right time." The framework describes need in 4 levels - these are not rigid, as a child's needs are unique.

The description of each level 1 to 4, gives examples of how need might present itself and

may help you understand better how a child's needs will be met. It can be stepped up and

down depending on factors along the way.

Level 1 – Universal: no additional needs. Needs are met by universal services e.g., GP,

dentist, health visitor, school, childcare setting.

Level 2 – Universal Plus: additional support needed which may or may not require multiagency work with other professionals and/or services i.e. food bank, debt service.

Level 3 – Targeted Support / Partnership Plus: help and support from a range of professionals for families with complex needs.

Level 4 – Statutory / Specialist and Child Protection: high priority needs including other specialist services – children who are experiencing significant harm.

Bradford's referral process

If concerns are at level 1 or 2 in the continuum of need document, the setting will complete an Early Help Assessment with parent/carer consent, more information available here If concerns are at level 3 or 4 in the continuum of need document, the setting will phone Bradford Children's Services Integrated Front Door (IFD) to make a referral. After phoning

Bradford Children's Services Integrated Front Door (IFD) and discussing concerns, the IFD will advise what steps to take next.

The setting may be asked to submit documentation relating to a child or young person.

Following a conversation with one of the Consultant Social Workers. This would be submitted via the Children's portal - portal for professionals. This is the link to a portal.

Portal to share information as well as to access lots of useful information - portal for parents. The nursery takes every step in its power to build trusting and supportive relations among families, staff, and students, within the nursery. We also have an Early Help/ Family officer based in each setting to support and guide families with challenges they might be facing.

The Early Help Officers are the following:

Ark Day Nursery - Gayle Molesworth.

Broomfield Private Day Nursery – Becky Barron.

Willows Private Day Nursery –Zoe Goodchild.

The Manager at each nursery would take the overall lead.

The nursery continues to welcome the child and family whilst enquiries are being made in relation to abuse. Parents and families will be treated with respect in a non-judgmental manner whilst any external investigations are carried out in the best interest of the child.

Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child, only if appropriate in line with guidance of the Integrated front door and with the proviso that the care and safety of the child is paramount. We will do all in our power to support and work with the child's family.

Employees, and students of the nursery or any other person living or working on the nursery premises.

We have a Staff Behaviour Policy in place which supports us in monitoring staff and changes in their character. Staff are aware of the need to disclose changes to circumstance and use the whistle blowing policy where required.

If an allegation is made against a member of staff, or student or any other person who lives or works on the nursery premises regardless of whether the allegation relates to the nursery premises or elsewhere, we will follow the procedure below.

The allegation should be reported to the senior manager on duty. If this person is the subject of the allegation, then this should be reported to the Area Manager or Nursery Director instead.

The Local Authority Designated Officer (LADO), Ofsted and Bradford Children's Services Integrated Front Door (IFD) will then be informed immediately for this to be investigated by the appropriate bodies promptly:

- The LADO will be informed immediately for advice and guidance.
- A full investigation will be carried out by the appropriate professionals (LADO, Ofsted, IFD) to determine how this will be handled.
- The nursery will follow all instructions from LADO, Ofsted, Bradford Children's Services Integrated Front Door (IFD), we will ask all staff members to do the same and co-operate where required.
- Support will be provided to all those involved in an allegation throughout the external investigation in line with LADO support and advice.
- The nursery reserves the right to suspend any member of staff during an investigation.
- All enquiries/external investigations/interviews will be documented and kept in a locked file for access by the relevant authorities.
- Unfounded allegations will result in all rights being reinstated.
- Founded allegations will be passed on to the relevant organizations including the Integrated front door and where an offence is believed to have been committed, the police, and will result in the termination of employment. Ofsted will be notified immediately of this decision. The nursery will also notify the Disclosure and Barring Service (DBS) to ensure their records are updated.
- All records will be kept until the person reaches the normal retirement age or for 21 years and 3 months if that is longer. This will ensure accurate information is available for references and future DBS checks and avoid any unnecessary reinvestigation.
- The nursery retains the right to dismiss any member of staff in connection with founded allegations following an inquiry.
- Counseling will be available for any member of the nursery who is affected by an allegation, their colleagues in the nursery and the parents.

Extremism – the Prevent Duty

Under the Counterterrorism and Security Act 2015 we have a duty to refer any concerns of extremism to the police (In Prevent priority areas the local authority will have a Prevent lead who can also provide support).

This may be a cause for concern relating to a change in behaviour of a child or family member, comments causing concern made to a member of the team (or other people in the setting) or actions that lead staff to be worried about the safety of a child in their care.

We have regard to the Prevent Duty June 2015, which came into force under section 26 of the Counterterrorism and Security Act 2015. Each member of staff will have prevent training as part of their Induction process with us. This will enable them to be alert to any signs and changes in behaviour. We will build children's resilience to radicalisation through the use of Fundamental British Values. British Values include Democracy, Rule of Law, Individual liberty, mutual respect, and tolerance. Any concerns in relation to prevent would be passed to the Lead Safeguarding Officer who will pass on concerns to Bradford Children's Services Integrated Front Door (IFD)

Telephone number 01274 433999

Further information is gathered, and referrals identified at If concerns are at level 3 or 4 in the continuum of need document, the setting will phone, Bradford Children's Services Integrated Front Door (IFD) to make a referral. After phoning Bradford Children's Services Integrated Front Door (IFD) and discussing concerns, the IFD will advise what steps to take next.

The setting may be asked to submit documentation relating to a child or young person following a conversation with one of the Consultant Social Workers. This would be submitted via the Children's portal - portal for professionals.

Protecting children from the risk of radicalisation should be seen as part of The nursery safeguarding duties, and is similar in nature to protecting children, Children may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their day-to-day lives. Our staff will also complete additional Noodle Now Training to go alongside the wider safeguarding issues.

These threats can take a variety of different forms, including.

- neglect
- physical abuse
- sexual abuse
- emotional abuse
- bullying, including online bullying and prejudice-based bullying.
- racist, disability and homophobic or transphobic abuse
- gender-based violence/violence against women and girls
- serious youth violence, particularly affecting children and young adults who have been excluded, have experienced trauma and have been involved in offending.
- so-called honor-based violence
- domestic abuse
- sexual harassment and online sexual abuse between children and learners.

Online abuse can include sending abusive, harassing, and misogynistic messages;

sharing nude and semi-nude images and videos; and coercing others to make and share sexual imagery.

- sexual violence between children and learners
- up skirting (taking a picture of someone's genitals or buttocks under their clothing without them knowing, either for sexual gratification or to humiliate or distress the individual. It is a criminal offence)
- child sexual exploitation and trafficking
- child criminal exploitation, including county lines
- radicalisation and/or extremist behaviour
- risks linked to using technology and social media, including online bullying; the risks of being groomed online for exploitation or radicalisation; and risks of accessing and generating inappropriate content, for example youth produced sexual imagery.
- teenage relationship abuse
- substance misuse
- female genital mutilation
- forced marriage.
- fabricated or induced illness
- homelessness
- other issues not listed here but that pose a risk to children, vulnerable adults

Safeguarding is not just about protecting children, learners and vulnerable adults from deliberate harm, neglect and failure to act. Although these are not inherently safeguarding issues, other aspects of care and education can be associated with heightened risks of harm. These include:

- children's and learners' health and safety and well-being, including their mental health
- meeting the needs of children who have special educational needs and/or disabilities (SEND)
- the use of reasonable force
- meeting the needs of children and learners with medical conditions
- providing first aid
- educational visits
- intimate care
- emotional well-being
- online safety and associated issues
- appropriate arrangements to ensure children's and learners' security, taking into account the local context

Practitioners should put the needs of children first when determining what action to take.

REPORT IT!!

e-Safety

Our nursery is aware of the growth of Internet use and the advantages this can bring. However, it is also aware of the dangers and strives to support children, staff and families in using the Internet safely.

Within the nursery we do this by:

- Ensuring we have appropriate antivirus and anti-spyware software on all devices and updating them regularly.
- Ensure management monitors all internet activities in the setting.
- Using approved devices to record/photograph in the setting, all nursery tablets and cameras are to be stored in the office when our setting is closed. Management will transfer any photos onto the relevant hard drive, and the room devices are free from photos, this will be done when photos have been printed.
- Management will only be emailing personal or financial information if requested by the parent/ guardian, this will only be completed on office devices and not room tablets.
- Reporting emails with inappropriate content to the internet watch foundation (IWF www.iwf.org.uk)
- Ensuring children are supervised using internet devices.
- Integrating e-safety into nursery daily practice by discussing computer usage 'rules' deciding together what is safe and what is not safe to do online.
- Talking to children about 'stranger danger' and deciding who is a stranger and who is not, comparing people in real life situations to online 'friends'.
- We abide by an acceptable use policy, ensuring staff only use the work IT equipment for matters relating to children and their education and care. No personal use will be tolerated.
- Children's screen time is monitored to ensure they remain safe online and have access to material that promotes their development. We will ensure that their screen time is within an acceptable level and is integrated within their program of learning.

Our nursery has a clear commitment to protecting children and promoting welfare. Should anyone believe that this policy is not being upheld, it is his or her duty to report the matter to the attention of the Lead Safeguarding Officer (LSO) at the earliest opportunity.

Changes to our policy are in line with the changes made by Bradford Children's Services Integrated Front Door (IFD)

| This policy was adapted on | Signed on behalf of the nursery: | Date for review |
|--|---|------------------------|
| Monday 28 th November 2022 | Rachel Strong | November 2023 |
| 17 th July 2023 | Rachel Strong | July 2024 |
| September 2023 | Vicky Sheard | September 2024 |
| 4 th September 2024 | Rachel Strong | September 2025 |
| 11 th November 2024 – charge to Ofsted number | Vicky Sheard | November 2025 |
| November 2025 | Zoe Goodchild | November 2026 |
| February 2026 | Aimee Wilson | February 2027 |
| March 2026 | Zoe Goodchild | March 2027 |