

**10.1 Safeguarding Children and Child Protection**

**Updated: August 2025 Review date: August 2026**

1. **Little Explorers Forest School Nursery - Policy statement**

Little Explorers Forest School Nursery setting recognises its responsibility to safeguard the welfare of all children and young people, by commitment to practice which protects them. We recognise ’The welfare of the child and young person is paramount,’ regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity. Children and young persons all have the right to equal protection from all types of harm or abuse and we expect all staff and volunteers to share this commitment. ‘Keeping children safe in education’ (2021).

1. **Purpose**

The purpose of Little Explorers Forest School Nursery’s child safeguarding policy is a ‘Child centred and coordinated approach’ to safeguarding to ensure every child at our setting is safe; Safeguarding is about preventing further harm to a child; it is to ensure all concerns are dealt with immediately in a child friendly approach and:

* to protect children from maltreatment;
* to prevent impairment of children’s health and/or development;
* to ensure that children are growing up in circumstances which are consistent with the provision of safe and effective care; and
* to take action to enable all children to have the best life chances
* to ensure our staff, students and volunteers are safeguarded throughout their working lives

This policy sets out and gives clear directions for all staff, volunteers, helpers and visitors about what ‘Child Safeguarding’ is and what actions are to be taken to ensure all children and young people are kept safe. This means we will provide staff and volunteers with guidance on procedures they should adopt in the event that they suspect a child or young person may be experiencing harm; or be in need; or at risk of harm.

This policy applies to all staff (including bank staff), volunteer helpers, students or anyone else working or studying on behalf of Little Explorers Forest School Nursery or to anyone who enters our setting. It is our intention that Safeguarding is an embedded culture within our setting; this means that our safeguarding is key to every aspect of the organisation. It is at the heart of the organisation's values and ethos, then subsequently

reflected in the environment and practices undertaken.

**Acting on concerns**

Throughout the early years, if a provider is worried about a child’s progress in any prime area, practitioners must discuss this with the child’s parents and/or carers and agree how to support the child. Practitioners must consider whether a child needs any additional support, including whether they may have a special educational need or disability which requires specialist support.

**Contacting Previous Child’s Nursery Settings**

It is our duty of care and responsibility and right to contact the previous setting. The only question we are allowed to ask (due to data protection) WHERE THERE ANY SAFEGUARDING ISSUES?

If the setting does not co-operate or parents refuse to give details our setting will Need to call CADS to report we are unable to gather further information around the child.

1. **Introduction**

Our setting fully recognises our responsibilities to protect children from harm and to support and promote the welfare of all children. The elements of our policy are ‘Prevention, Protection and Support’. Our policy applies to anyone in our setting namely; all children, parents, staff, students, volunteers and visitors.

Working in partnership with children, young people, their parents, carers and other agencies, is essential in promoting young people’s welfare. Key agencies are:

* Norfolk Safeguarding Children Partnership - NSCP are in place to make sure children are protected from harm and that their welfare is promoted. Their work is underpinned by ‘Working Together 2018’ legislation. They can be contacted on: 01603 223409. <https://norfolklscb.org.uk/people-working-with-children/how-to-raise-a-concern>
* Children’s Services – Children’s Advice and Duty Services - (CADS) – are made up of professionals who will give professional consultation advice and/or act on information presented if raising a concern. They can be contacted on: 0344 800 8021. **See Appendix 1 – CADS flow chart.**

Our Child Protection Policy is based on Norfolk’s ‘Safer Programme’ <http://www.norfolklscb.org/people-working-with-children/safer-programme/> which is part of Norfolk Safeguarding Children Partnership. The ‘Underlying policy, principles and values’ guidance is on the NSCP website and is also attached to this policy **(Appendix 2)**. It can be found on <https://www.norfolklscb.org/about/policies-procedures/1-2-underlying-policy-principles-and-values/>

The Safer Programme sets out what we **must** do:

* make sure we have a child protection policy which is clearly written;
* this policy is publicised and promoted to the relevant audiences;
* this policy has been approved by the Safer Programme;
* this policy is to be reviewed at least yearly or when there is a major change in legislation/setting;
1. **Our Duty of Care**

We carry out the following procedures to ensure we meet our legal requirements and fulfil our ‘Duty of Care’, which includes all safeguarding, including The Prevent Duty, to all children and young people, to keep them safe. We recognise and adhere to the approach that ‘Child Protection is everyone’s responsibility’, as set out throughout this policy document. This is also actively promoted throughout the Nursery through the use of visual posters reinforcing Safeguarding as a responsibility for all.

1. **Our Ethos**

We are committed to a robust child-centred ‘Child Safeguarding’ approach, and establishing and maintaining an ethos where our children feel secure, are encouraged to talk, are listened to and are safe. We will seek to safeguard children and young people by valuing, listening to and respecting them. We support children to speak freely to any member of staff, or regular visitor to our setting if they are worried or concerned about something. Staff are trained to listen to a child and follow child safeguarding policies and procedures to ensure children are kept safe. Through training and induction, staff and regular visitors will know how to recognise a disclosure from a child and will know how to manage this. We will not make promises to any child and we will not keep secrets or information to ourselves. At all times we will work in partnership and endeavour to establish effective working relationships with parents, carers, colleagues and other professionals. We recognise that when families are able to access early help and support, children are safeguarded more effectively and this promotes better welfare for children.

1. **Designated Safeguarding Lead Practitioners**

**Our Designated Safeguarding Leads names are displayed in nursery**

* **Our Designated Safeguarding Lead, The Provider, who co-ordinates child safeguarding issues is: Gillian Lee – Contact No. 07961283061**
* **Our deputy Designated Safeguarding Lead, Nursery Manager, who supports co-ordination of child safeguarding is: Stacey Trigg-Dudley – Contact No. 01493 369960**
* **Other management trained staff as Designated Safeguarding Lead, who support Safeguarding in the setting are: Olivia Marshall**
1. **Our Procedures**
* Our staff follow the statutory guidance as set out in ‘What to do if you’re worried a child is being abused’ (HMG 2006) and ‘Working together to safeguard children’ (HMG 2023) and the Norfolk Continuum of Needs Guidance. This sets out advice for Practitioners detailing how to identify abuse and neglect, taking the correct action and how to make a referral and ‘sets out our approach to keeping children safe and protected from harm’ (NSCP 2024) **‘We have a duty and we will refer to CADS when concerns arise’ on 0344 800 8021.**

When new staff, volunteers or regular visitors join our setting they will be informed of the safeguarding arrangements in place, they are also given a lanyard with the correct information on Safeguarding and who to speak to. They will be given a copy of our organisation’s safeguarding policy and our safeguarding information leaflet and informed of who our **Designated Safeguarding Leads (DSL)** are. They will also be shown the recording format paperwork and where to find it, how to complete it and who to pass it on to. Safeguarding posters for CADS and LADO which also include flow charts are clearly displayed on the notice board at the entrance of setting as well as regularly displayed within the Nursery itself to ensure its accessibility.

* Every new member of staff or volunteer will have an induction period that will include essential safeguarding information. This programme will include safeguarding training through the Safe Programme relating to signs and symptoms of abuse, how to manage a disclosure from a child, how to record and issues of confidentiality. The induction will also remind staff and volunteers of their responsibility to safeguard all children and the remit of the role of the Designated Safeguarding Lead. Every new member of staff or volunteer are shown our Safeguarding folder which holds all the correct information on what abuse is and how which procedures to follow. Recording of Safeguarding information will be logged onto baby days system and CADS referrals will remain on the paperwork version. These records will be passed on to the next Child’s Setting/School.
* Children’s absences are recorded on Baby days and will be monitored and linked to the Safeguarding notes when appropriate, detailing any concerns. Please see our Children Absences Policy for more details.

* All Safeguarding procedures will operate under the child’s home address as known to the authorities.
* Little Explorers Forest School Nursery would seek permission from the parents to share information to CADS if there was a concern. In the event that the child was believed to be put at harm by sharing with the parents, the setting would work on the basis that ‘The child welfare is paramount’ and consult directly with CADS.
* Every member of staff will greet children in the morning and check for any signs of existing injuries (which are visible without the need to remove clothing) as part of the initial welcoming of a child into setting. Also as part of our end of day goodbye we routinely check for any signs of injuries before a child leaves the nursery. Any existing injuries will be sensitively but routinely enquired about with parents/carers and recorded upon an existing injury form which will require the parent/carer signature. This information will be carefully corroborated by the child’s Key Person by delicately enquiring as to how an injury had occurred if appropriate.
* We will also record on an existing injury form any marks seen on our children, who may not be in setting on the same day, but, for example, may be dropping off a sibling on that day.
* Staff complete the appropriate forms for accident, injury and behaviour which parents are asked to sign on collection, unless they are emailed or recorded via our online Baby days portal directly to parents on the same day. Staff keep an up to date record of each child on a daily basis of accidents, incidents, existing injuries and behaviour *(changes)* that occur throughout the day, this information is communicated to the parent on the same day and is also recorded as part of our safeguarding and health & safety procedures.
* Staff complete an end of day evaluation form on accidents, incidents and behaviour for the manager to assess and ensure all safeguarding and child protection issues have been met.
* All parents and carers are given a copy of our child safeguarding leaflet as part of their registration pack and shown where this child safeguarding policy is display in the entrance hall and online. Additionally, we talk to parents and carers and inform them of our legal duty to assist our colleagues in other agencies with child safeguarding enquires and what happens should we have cause to make a referral to CADS.
* Parents are given the opportunity to sign a consent form at the start of their child’s involvement with our nursery, which includes any vital health or otherwise notable information such as birthmarks or any other distinguishable marks. We also ask parents to sign consent forms at registration, to share information with other professionals.
* This child safeguarding policy and the child Safeguarding information leaflet are; 1) Filed in the policy folder and, 2) displayed in the main entrance of our setting on the parent/carers notice board, 3) it is part of our registration welcome pack on baby days and copies are available on request. 4) can be viewed on our website.
* All staff are continuously updating their knowledge of safeguarding issues through, regular meetings, supervisions, on the job training, in-house training and through Norfolk County Council or other appropriate external training courses which are updated every 2-3 years as suggested through the training department.
* Enhanced criminal records and barred lists checks, via the Disclosure and Barring Service (DBS) and references are carried out for all staff and volunteers prior to their post being confirmed, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children. DBS are routinely renewed every 3 years unless on a yearly update service. In addition to this, in conjunction with our Safer Recruitment Policy, all staff, students and volunteers are requested for three references prior to commencement of their placement or employment. Please see our Safe Recruitment Policy for further details.
* Where applications are rejected based on information disclosed, applicants have the right to know and to challenge incorrect information.
* Volunteers do not work unsupervised.
* Information is recorded about staff qualifications, and the identity checks and vetting processes that have been completed, including;
	+ The criminal records disclosure reference number,
	+ The date the disclosure was obtained, and
	+ Details of who obtained it.
* Applicants for posts within the setting are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.
* All staff and volunteers are informed that they are expected to disclose any convictions, caution, court orders or reprimands and warnings which may affect their suitability to work with children (whether received before or during their employment with us).
* All staff are asked to complete a Staff Suitability and to confirm they have no disclosures or any convictions, cautions, court orders or reprimands and warnings which may affect their suitability to work with children which is part of their supervision review, which is regular every term.
* We notify the Disclosure and Barring Service of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of a child protection concern and also the Local Authority Designated Officer (LADO).
* Procedures are in place to manage visitors to the setting, such as; visitors by pre-appointment only, identifications seen, details recorded in visitors’ book and signed; phones and any video equipment stored in the manager’s office. Visitors wear lanyards to ensure their identifiability throughout their visit.
* Security steps are taken to ensure that we have control over who comes into the setting so that no unauthorised person has unsupervised access to the children. Visitors need to make an appointment before entering the premises. We work in partnership with Fleggburgh CE Primary School as a shared site to ensure we are mutually aware of visitors/contractors onsite.
* Steps are taken to ensure children are not photographed or filmed on video for any other purposes than to a record their development or their participation in events organised by us. Parents sign a consent form and have access to records holding visual images of their child on site for the purpose of children’s learning and development records and wall displays.
* The layout of the rooms allows for constant supervision with the exception of supporting children’s care in the bathroom area. No child is left alone with a volunteer or student in a one to one situation without being visible to others. Staff are mostly within hearing or seeing distance of each other.
* No children are left in the care of only one member of staff whilst on site, as a lone worker in the building or on site. In the event a member of staff is late or held up; our procedure is that the parents are told to remain on site with their children until two members of staff are able to begin nursery session.
* We provide activities and opportunities that will equip our children with the skills they need to stay safe, by promoting the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to and so that they develop an understanding of why and how to keep safe. We ensure that this is carried out in a way that is developmentally appropriate for the children.
* We create within the setting a culture of value and respect for individuals, having positive regard for children’s heritage arising from their colour, ethnicity, languages spoken at home, culture and social background.
* We actively promote and empower children’s understanding of appropriateness and bodily awareness through our reinforcement of British Values as well as through regularly visited activities including the NSPCC ‘Pantosaurus’ story and resources.

**How and When to Accelerate a Safeguarding Concern**

Staff Must accelerate reporting a concern if they believe the child is at risk from significant harm or are Children that are LAC or SGO. CADS must be informed immediately unless it is very serious and the Police will be called.

**Significant harm includes;**

\*ill treatment – Physical, Mental, Sexual

\*Impairment of Health – Physical, Mental

\*Impairment of Development – Physical, Emotional, Behaviour, Intellectual, Social

**Professional Curiosity**

All Staff, Trainees and Volunteers have a responsibility to be curios;

* Understanding
* Instinct
* Listening with our whole body
* Ask questions

[Professional Curiosity SHORT version - YouTube](https://www.youtube.com/watch?v=XEdNGbnvzRs)

**Gifts and Rewards from Parents/Carers and anyone else**

Our staff do not expect any gifts or rewards from Parents or Carers. We acknowledge you may wish to show your appreciation at the end of the year term. We advise you may wish to give something for the whole setting and not individuals, however, either way we ask that no more than £30 each at the end of year term. Please note we cannot take individual presents throughout the year as it could be seen as favouritism and lead to a Safeguarding issue.

**Staff Code of conduct**

We set clear expectations about what behaviour is acceptable from staff and volunteers in our setting. This makes sure everyone understands the appropriate way to behave and what happens if the code if breached. A code of conduct forms part of safer working practices. Such as;

• Duty of Care.

• Confidentiality.

• Dress and appearance.

• Behaviour (including outside of the setting).

• Gifts, rewards and favouritism.

• Physical contact.

• One to one situations.

• Intimate/personal care.

• Trips and outings.

• Transporting children.

• Online safety (includes photography and video, the internet, social media sites, mobile phones and smart watches).

• Whistleblowing.

Please view relevant other policies to read about these in more details.

1. **Safe Staff – Babysitting (Including volunteers & students)**

It is ‘Prohibited’ for our staff to independently provide babysitting or childcare for children registered to us. This includes family members of children met through the setting also. If a pre-existing relationship exists where previously babysitting has occurred prior to the child/children attending our setting, this needs to be disclosed to management immediately. In some circumstances, it may be allowed to continue, but only with formal permission from management. In the event a babysitting event happens outside of setting with or without the management being aware the setting ‘Little Explorers Forest School Nursery’ states a disclaimer that ‘Any allegations that happens outside of setting has nothing to do with Little Explorers Forest School Nursery’. However, if an allegation was reported to the nursery, the manager would implement our Safeguarding procedures and report it immediately to LADO and take instruction from there.’

This babysitting policy is in place to protect the employee from putting themselves into a vulnerable position, as they would not be covered by our insurances and could open up our employees to personal allegations or disputes, which could also conflict the nursery position.

1. **Safe Staff – Referrals to LADO**

We are committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur in or outside of our work setting;

* Our aim is to provide a safe and supportive environment which secures the well-being and very best outcomes for our children. We do recognise that sometimes it may be viewed that an adult’s behaviour may lead to an allegation of abuse being made. Allegations sometimes arise from a differing understanding of the same event, but when they occur they are distressing and difficult for all concerned. We also recognise that many allegations are genuine and there are some adults who deliberately seek to harm or abuse children. If anyone suspects this is happening they should refer to our ‘Whistle blowing policy’ on procedures to follow.
* These matters will always be referred to LADO and staff will not investigate these matters. We will seek and work with the advice that is provided. Should an allegation be made against the Designated Safeguarding Lead or the Manager, this will be reported by the staff member or volunteer raising the concern, who will liaise with the LADO and inform the ‘named DSL deputy’.
* We will take all possible steps to safeguard our children and to ensure that the adults in our setting are safe to work with our children. We will always ensure that the *Norfolk Safeguarding Children’s Policy protocol, Allegations Against Staff, Carers and Volunteers is adhered to.* A copy is attached in Appendix 4.
* All adults, who are employees, volunteers or students, who come into contact with children will be made aware of the steps that will be taken if an allegation is made. We will seek appropriate advice from the Local Authority Designated Officer (LADO). The LADO is contacted via email services <https://norfolklscb.org.uk/people-working-with-children/how-to-raise-a-concern> under ‘People working with children, then clicking on ‘How to raise a concern’. Norfolk’s Safeguarding Children Partnership takes allegations of harm and abuse against children and young people seriously. When an allegation is made any adult working with children and young people LADO has the responsibility to co-ordinate the response, which is carried out through a process of stages.
	+ Stage 1 – Persons who are aware of allegation must report to LADO immediately and LADO will respond within 24 hours.
	+ Stage 2 – LADO and Designated Safeguarding Lead will consider if this meets the threshold and whether referrals need to be made to other agencies like police, social care team etc.
	+ Stage 3 – LADO will consult with the police, social care and person’s line manger to check all the information against the allegation.
	+ Stage 4 – LADO will convene a Multi-Agency LADO Meeting (MALM) within 5 to 7 days of the referral where required.
	+ Stage 5 – The (MALM) will bring together information within a Mulit-Agency setting to plan the investigation. After consideration the will be an outcome of the allegation and any further action if needed to be taken.
* We must tell Ofsted if LADO referral has been made by phone and follow up in writing if it goes to a meeting DBS will need to be informed if they are barred usually agreed by which professional will do this at meeting. Setting can deal with low level, however, please refer to whistle blowing policy
1. **Training**

Every new member of staff or volunteer will have an induction period that will include essential safeguarding information. This programme will include an Introduction to safeguarding training through the Safer Programme, relating to signs and symptoms of abuse, how to manage a disclosure from a child, how to record and the issue of confidentiality. The induction will also remind staff and volunteers of their responsibility to safeguard all children.

* They are required to attend the ‘Safeguarding Designated Safeguarding Lead’ training through Safer Programme (Norfolk County Council) and, as part of an Essential Training requirement, staff Must attend this training every 2 years, completing a full 2 day course.
* In house training will happen as a refresher every September before the term begins to all employees. This will be a refresher review of all Safeguarding followed by questions and answers delivered by senior management. Staff will also be discussing policies and Must follow these in practice.
* We encourage all of our staff to keep up to date with the most recent local and national safeguarding advice and guidance. This can be accessed on <https://norfolklscp.org.uk/people-working-with-children/how-to-raise-a-concern>
* The Designated Safeguarding Leads (DSL) should be used as a first point of contact for concerns and queries regarding any safeguarding concern in our setting. The DSL receives training in accordance with that recommended by the Local Safeguarding Children Partnership.
* Training opportunities are sought for all adults involved in the setting to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect and that they are aware of the local authority guidelines for raising concerns through CADS. **See Appendix 1 – CADS flow chart or Telephone: 0344 800 8021.**
* We ensure that all staff know the procedures for reporting and recording any concerns they may have about the provision by contacting Ofsted on: **0300 123 1231** quoting our settings Unique Early Years **Reference: EY481431**.

**First aid**

At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings. The certificate must be for a full course and must be renewed every three years and be relevant for people caring for young children and babies. We take into account the number of children, staff, and layout of premises

to ensure that a paediatric first aider is able to respond to emergencies quickly.

We display staff PFA certificates staff who have a current PFA certificate in setting.

Students and Trainees in ratio must also hold a PFA certificate.

**Staff Recrutiment**

We send out our Safeguarding policy to every candidate before interview. Please see Safer Recruitment policy.

**Staff Supervisions**

* ‘Staff Supervisions’are undertaken throughout the year. We aim to complete one every term of the education year. At these meetings staff are required to sign a form to confirm that they continue to be suitable to work with children and have not been disqualified. They also are required to complete an up to date health declaration to confirm they are fit enough to work with children.

[www.gov.uk/government/publications/disqualification-under-the-childcare-act-2006/disqualification-under-the-childcare-act-2006](http://www.gov.uk/government/publications/disqualification-under-the-childcare-act-2006/disqualification-under-the-childcare-act-2006)

* We have appropriate arrangements in place for the supervision of staff who have contact with children and families. Effective supervision provides support, coaching, and training for the practitioner and promotes the interests of children.
* Supervision should foster a culture of mutual support, teamwork, and continuous improvement, which encourages the confidential discussion of sensitive issues.
* Supervision should provide opportunities for staff to: Discuss any issues – particularly concerning children’s development or wellbeing, including child protection concerns. Identify solutions to address issues as they arise. Receive coaching to improve their personal effectiveness.
1. **Roles and Responsibilities Including Disclosures & Referrals**

Our Designated Safeguarding Lead will liaise with Children’s Services and other agencies where necessary and will raise a concern with CADS. **See Appendix 1 – CADS flow chart or Telephone: 0344 800 8021.**

* Any concern for a child’s safety or welfare will be recorded in writing and given to the Designated Safeguarding Lead who will be responsible for ensuring that all staff members and volunteers are aware of our policy and the procedure they need to follow. Additionally, the DSL will ensure that our safeguarding policy is in place and is reviewed annually. The content of our policy has been written following consultation with the Safer Programme.
* At all times the Designated Safeguarding Lead will ensure that safer recruitment practices are followed and ensure our recruitment practices are safe and compliant with statutory requirements. We will update and reflect on current policies in the event of new legislation or an issue being raised that has not already been covered within this policy.
* Where a child makes comments to a member of staff that give cause for concern (disclosure), or a member of staff observes signs or signals that give cause for concern such as;
	+ Significant changes in behaviour;
	+ Deterioration in general well-being;
	+ Unexplained bruising;
	+ Marks or signs of possible abuse or neglect;

A staff member Must:

* Listen to the child;
* Offer reassurances and give assurance that they will take action;
* When questioning the child, must not ask questions that could be considered leading;
* Is required to make an objective written record of the observation or disclosures that includes:-
* The date and time of the observation or the disclosures;
* The exact words spoken by the child as far as possible;
* The name of the person to whom the concern was reported, with the date and time;
* And the names of any other person present at the time.

These records are signed and dated and kept in the DSL file, which is kept securely and confidentially.

1. **Records, Confidentiality and Monitoring**

If we are concerned about the welfare or safety of any child in our setting, all adults will record their concerns and pass them to the Designated Safeguarding Lead (DSL) where the DSL will assess the level of concern and take immediate appropriate action as required.

* Any information recorded on a Safeguarding form (pink only) or referral will be kept Confidential in the child’s private and confidential folder, which is stored in a secure cabinet. Any safeguarding information will only be shared within setting or with other agencies, if it is with the intention of safeguarding the child and for no other reason. Other information is also monitored to build up a holistic welfare picture of the child and may include recording absences, existing injuries and any concerning conversations with family members. This information is all confidential and can only be accessed by supervisors, managers or DSL’s. There is always an DSL trained member of staff on site, who must be consulted as soon as possible.
* Reports of a concern to the Designated Safeguarding Lead must be made in writing dated by the person with the concerns.
* When a child leaves Little Explorers Forest School Nursery all safeguarding concerns/records will be transitioned to the new setting. This will be done in person by the DSL. If this cannot be done, then the file will be posted by recorded delivery. It’s the DSL’s responsibility to obtain and retain a signed receipt for the record.
* Our information sharing is based on ‘Information Sharing’ (HMG 2015/2018). We follow the seven golden rules for information sharing.
	1. The General Data Protection Regulation (GDPR) 2018 is a regulation to ensure that all personal information about living individuals is shared appropriately and that permission to store and use such information is secured.
	2. Be open and honest with individuals about why, what, how and with whom information will be shared.
	3. Seek advice from other practitioners without disclosing the identity of the individual where possible.
	4. Share information with consent where appropriate. You can share information without consent if seeking consent is likely to place somebody at risk of serious harm or undermine a criminal investigation
	5. Consider safety and wellbeing.
	6. Ensure information sharing is necessary, proportionate, relevant, adequate, accurate, timely and secure: Ensure that the information you share is necessary for the purpose for which you are sharing it.
	7. Keep a record of your decision and the reason for it – whether it is to share information or not.
1. **Informing parents/carers (families)**

We value parent partnership and make it our priority to work with parents and families to achieve the best outcomes for their children.

Parents are normally the first point of contact. Concerns are discussed with parents/carers to gain their views of events, unless it is felt that this may put the child in greater danger. If we have causes for concern and believe a child is at risk of ‘high or immediate harm’ then we would contact the Police on (999) without fail. Once DSL speaks with the parents/carers to gain their views, DSL staff will record this and will also send a follow up email to the parents/carers to ensure what has been said is clear and understood on both sides.

Parents/carers are informed when we make a record of concern in their child’s file and we also will make a record of any discussion we have with them and their views and accounts regarding the concern. These are also kept confidentially within the child’s personal file.

If a suspicion of abuse meets the threshold requiring a referral to CADS, we seek consent from the parents before the referral is made. The guidance of the Local Safeguarding Children Partnership, ‘the exceptions are if it would place somebody at risk of serious harm or undermine a criminal investigation’.

1. **Supporting parents/carers (families)**

It is part of our ethos to support all parent/carers and families to help them where we can within our setting, and if appropriate to seek further support through Early Help. Early Help is an integral part of everyone’s role. It is the initial response offered by all services in contact with children, young people and families when they need extra support to flourish. ([Early Help) https://norfolklscp.org.uk/people-working-with-children/early-help](http://../../../../../../../../../Downloads/Early%20Help%29%20%20https%3A/norfolklscp.org.uk/people-working-with-children/early-help)  to support and work towards the best outcomes for children and families. Early Help with undertake an Early Help Assessment Plan.

 Step 1 – Offering help and gaining consent

 Step 2 – Early Help Assessment & Plan

 Step 3 – Reviewing Progress

Professionals or Parents can refer families to Early Help to seek support.

We believe in building trusting and supportive relationships with families, staff and volunteers and we

clearly communicate our procedures to parents regarding our safeguarding role and responsibilities in relation to child protection, including; reporting of concerns, information sharing, monitoring of the child, and liaising with other professionals when required and appropriate.

Once Staff have spoken with the parents/carers to gain their views, staff will record this and will also send a follow up email to the parents/carers to ensure what has been said is clear and understood on both sides.

1. **Liaison with other agencies**

It is our legal responsibility to work and liaise with other appropriate professional agencies to ensure we are able to fulfil our full safeguarding requirements to protect children in our care.

* We follow the NSCP Norfolk Continuum of Needs Guidance to ensure we ‘Communicate’ with other professionals: to ensure our safeguarding of children is as effective as possible; to ensure no vital information is missed; and to prevent a child suffering harm. This guidance can be found <https://norfolklscb.org.uk/people-working-with-children/norfolk-continuum-of-needs-guidance> then click on ‘click here’ to view the Norfolk Continuum of Needs Guidance.’
* We use the current Working together to safeguard children document, which is **2023**<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>
* If a child already has a Social Worker assigned to their family, we will communicate directly with them if we need to raise a new concern or an update on the existing issues. This contributes to a direct, swift response.
* We notify Ofsted of any incident or accident and any changes in our arrangements which may affect the well-being of children or when an allegation of abuse is made against a member of staff (whether the allegations relate to harm or abuse committed on or premises or elsewhere). Notifications to Ofsted are made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made. We also report to Ofsted what measures we have taken. We are aware that it is an offence not to do this.
* We always co-operate entirely with any investigation carried out by children’s social care in conjunction with the police.
* Where the management team and children’s social care agree it is appropriate in the circumstances, the member of staff or volunteer will be suspended 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 the children and families throughout the process.
* Once DSL speaks with the outside agencies, DSL staff will record this and will also send a follow up email to the outside agencies to ensure what has been said is clarified and understood on both sides.
1. **Procedures for Handling Disclosures/Investigations INCLUDING PREVENT**

We understand that Local Authority and Police must lead any investigation into any allegations regarding the safeguarding of children. Our role is to;

* Raise all safeguarding concerns with the Children’s Advice and Duty Service. Written records must be kept.
* Refer to CADS flow chart (Appendix 1) or Telephone CADS: 0344 800 8021.
* Radicalisation/Prevent Recognition;

‘The Prevent duty requires all education providers ‘to help prevent the risk of people becoming terrorists or supporting terrorism’. This includes safeguarding learners from extremist ideologies and radicalisation.

Most importantly, providers should consider the needs of children, young people and adult learners at each stage of the safeguarding process. Providers should consider radicalisation concerns in line with their existing safeguarding processes, skills and experience.’

<https://www.gov.uk/government/publications/the-prevent-duty-safeguarding-learners-vulnerable-to-radicalisation/the-prevent-duty-an-introduction-for-those-with-safeguarding-responsibilities>

As part of our Safeguarding Policy we have the attitude toward Prevent as that it is very much something that, unfortunately, could occur within our setting. Norfolk has been highlighted as an area at risk to radicalisation and therefore, we must ensure we act accordingly in order to safeguard and prevent risks to our children and families.

**Prevent team in Norfolk**

The Prevent strategy includes four strands, known as the Contest framework:

• Prevent: To stop people becoming terrorists or supporting terrorism

• Pursue: To stop terrorist attacks

• Protect: To strengthen our protection against a terrorist attack

• Prepare: To mitigate the impact of a terrorist attack

**The Norfolk Prevent team includes:**

• Channel Panel chair

• Channel Panel Facilitator

• Practise Consultant Social worker

• Preventing Radicalisation Coordinator

**It's our duty under legislation (Counter-Terrorism and Security Act 2015) to understand:**

• How to recognise when a child or vulnerable adult is being groomed by extremists

• How support could divert them and improve their wellbeing

**View the Prevent Norfolk practitioners' quick guide (PDF, 219 KB**)

<https://www.norfolk.gov.uk/article/39220/Prevent-team-in-Norfolk>

**Channel Panel**

This is a multi-agency panel to identify and support individuals at risk of being drawn into terrorism. It's a confidential and voluntary process.

There's no defined threshold for whether an individual is at risk. But we can use signs that extremist views are being adopted to assess whether to make an offer of early support.

There may be cases that need a safeguarding response together with Prevent. This could include support around:

• Mental health

• Drugs and alcohol

• Accommodation

• Education and employment

Channel can also support people struggling with interpretations of their faith. This is through approved experts.

**The panel reports to:**

• The Norfolk Safeguarding Children's Partnership Group

• The Norfolk Community Relations Prevent Steering Group

**There is a formal escalation process in place to address any significant areas of concern about:**

• Planning

• The implementation or quality of the plans, or decisions relating to them

• Resources

• Poor practice

Within Norfolk, the Prevent procedure for concerns and referrals is:

**Non-immediate concerns:**

Can be called through to the Children’s Advice and Duty Services Team on CADS: 0344 800 8021 ensuring that you state it as a Prevent referral. Referrals will be backed up through the written referral form process (as detailed in Appendix 6 and 6a).

Alternatively, the Norfolk Police Prevent Team can be reached directly on 01953 423905 OR 01953 423896.

**Immediate concerns for risk of serious harm:**

Will be called through immediately to the Police on 999 again stating that it is regarding a Prevent Referral.

Further information on Prevent Duty can be found at:

<https://www.gov.uk/government/publications/prevent-duty-guidance/prevent-duty-guidance-for-england-and-wales>

1. **Authorised Home Collection Folder**

Little Explorers Forest School Nursery has an ‘Authorised Home Collection Folder’, which lets us know who is authorised to collect each child from nursery at the end of the session. The folder contains photographs and phone numbers and names of the persons authorised to collect each child. If a parent cannot collect they are to let the setting know in advance and give the person collecting their child the password. If a stranger turns up asking for a child and we have no knowledge of this, the child is retained within the setting until the parent is contacted, with checks undertaken, until it is confirmed we can release the child.

In the event there is immediate risk of harm to a child when a parent is collecting due to a parent being unfit or aggressive to child, call (999). Also you can refer to Policy 1.3 – Collected Child for full procedures to follow and what to do.

*Also see Admissions policy.*

1. **Safeguarding Children**

Safeguarding children and protecting them from anything that causes suffering or is likely to suffer significant harm. Abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger for example, via the internet. They may be abused by an adult or adults, or another child or children. There can be other factors that affect children’s vulnerability such as: abuse of disabled children; fabricated or induced illness; child abuse linked to beliefs in spirit possession; Female Genital Mutilation; gang activity; complex, multiple or organised abuse; forced marriage or honour based violence; or child trafficking. This may not be a complete list of vulnerabilities and staff need to remain vigilant to recognising signs of abuse and abusive behaviours.

We acknowledge that abuse of children can take different forms like; physical, emotional, sexual and neglect. This may be demonstrated, for example by; significant changes in their behaviour; deterioration in their general wellbeing; their comments, which may give cause for concern (direct or indirect disclosures); physical marks observed; changes in their appearance; their behaviour or their play; unexplained bruising; marks or signs of possible abuse or neglect; and any reason to suspect neglect or abuse outside the setting.

**The factors, situation and actions that could lead or contribute to abuse, harm or neglect.**

There are many factors that can lead or contribute to abuse, harm or neglect like, homelessness, poverty, domestic violent, mental health, health, family pressures are the main reasons.

**Early Signs of Possible Abuse to be aware off;**

• Significant changes in a child’s behaviour

• A decline in their overall wellbeing

• Poor hygiene or appearance

• Unexplained bruising or marks

• Parent not seeking medical attention for child

• Injuries that do not match the explanation given

• Concerning comments from a child

• Changes in child’s attachments

• Regression in behaviour

• Developmental delays / not meeting developmental milestones

• Hunger or malnutrition

• Frequent absences from the setting

**The 5 Rs of Safeguarding**

1. Recognise-identify signs and symptoms of potential abuse, harm and neglect

2. Respond-act appropriately and do not ignore the situation

3. Report-concerns need to be reported without delay in line with the organisation's safeguarding policy

4. Record-the who, what, why, when and where

5. Refer-It is usually the responsibility of the Safeguarding Lead to pass on safeguarding concerns.

However, anyone can make a referral.

**Physical abuse**

Physical abuse 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 parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

**Emotional abuse**

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child’s emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or ‘making fun’ of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child’s developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber-bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

**Sexual abuse**

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet).

Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

**Child sexual exploitation**

Child sexual exploitation is a form of child sexual abuse. It is where an individual or group takes advantage of a child or young person in an imbalance of power or manipulate or deceitful way. Some perpetrators will use technology to instigate it.

**Neglect**

Neglect is the persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to; provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to a child’s basic emotional needs.

**Female Genital Mutilation (also referred to as FGM)**

Female Genital Mutilation (FGM) is known by a variety of names, including ‘female genital cutting’, ‘circumcision’ or ‘initiation’. The most significant factor to consider when deciding whether a girl or woman may be at risk of FGM is whether her family has a history of practising FGM. In addition, it is important to consider whether FGM is known to be practised in her community or country of origin. If we have concerns about FGM and discover it has been carried out on a girl under the age 18.

FGM is a practice that involves young females usually up to the age of 15 years old, having their female genitals being deliberately injured, cut or changed. It is usually found that it is arranged from a parent or family. It is practised around 28 African countries including Asia and Middle East.

There are four catergories;

1. Clitordectomy: When the clitoris is removed or part of it.
2. Excision: When the clitoris is removed or part removed and they include the inner labia.
3. Infibulation: This is when the virginal opening is made smaller by cutting and reshaping the female genitalia.
4. Other procedures: These are other Female Genital Mutilation is a non-medical procedure for example, Piercing, cautersing, incising, pricking, cutting, scraping and burning.

Warning Signs of FGM

* Children will have difficulty walking and sitting down.
* Children may be in pain.
* Children will have long term absences.
* Children may talk of going abroad or having a special ceremony at home or abroad.
* Parents may discuss or disclose conversations around FGM.
* Staff may notice changes in toileting times, like, going to the toilet more, bleeding, re-infections.

Prevention

* Identify those who are at risk and IMMEDIATLEY respond.
* Educate parents on the criminality and legislations of FGM.

Contact Immediately if FGM is suspected

Early years need to report FGM to the Police, CADS and Ofsted as soon as any concerns come to light.

* Ofsted – 0300 123 1231
* Local Safeguarding Children Partners (CADS) - **0344 800 8021**
* Contact the police – 101 or 999
* NSPCC Helpline: 0800 028 3550 email: fgmhelp@nspcc.org.uk
* Home Office FGM Unit: fgmenquiries@homeoffice.gsi.gov.uk

FGM is an ILLEGAL practice in the UK and is considered a Violent act against females and Child abuse. The legislation for England and Wales is in the Female Genital Mutilation Act 2003

 Practitioners Must report this to the Police. Further information can be found on <https://www.gov.uk/government/collections/female-genital-mutilation> **Annex B**

**Appendix: FGM material from training.**

**Radicalisation**

There is no single way of identifying an individual who is likely to be susceptible to a terrorist ideology. As with managing other safeguarding risks, staff should be alert to changes in children’s behaviour which could indicate that they may be in need of help or protection. Children at risk of radicalisation may display different signs or seek to hide their views. Staff should use their professional judgement in identifying children who might be at risk of radicalisation and act proportionately. Procedures as detailed above (and within Appedix 6, 6a and 7) should be followed in the event of a Prevent referral.

**Mental Health**

All staff should be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. In early year’s children this may be an indicator presented in their behaviour. If DSL believes the child to have mental health difficulties they should recommend the parent visit the child’s GP.

* **We identify all children with safeguarding or protection concerns with a small black spot by their name on the register and personal folder.**
1. **Use of mobile phones**

We take the use of mobile phones and Wi-Fi products seriously, they are Prohibited from being used in setting, please refer to our Online Policy for further information,

1. **Other Relevant Policies**

To underpin the values and ethos of our setting and our intent to ensure our children/young people are appropriately safeguarded, all our safeguarding Child Protection policies and procedures are collated in the first section, under Child Protection, in the setting’s policy folder, stored in the manager’s office, with access for all staff, volunteers, visitors and parents on request. These other policies are closely linked with our Safeguarding Policy to ensure consistency and transparency.

Once DSL Safeguarding concern is raised it will always be followed up with an email to the parents/carers to ensure what has been said is clear and understood on both sides.

**Legal framework**

***Primary Legislation***

* Children Act (1989)
* Protection of Children Act (1999)
* General Data Protection Regulation (2018)
* The Children Act (Every Child Matters 2004)
* Safeguarding Vulnerable Groups Act (2006)
* FGM Act (2003)
* Early Years Framework (2025)

***Secondary Legislation***

* Sexual Offences Act (2003)
* Criminal Justice and Court Services Act (2000)
* Equalities Act (2010)

***Further guidance***

* Working together to safeguard children document (2023)

<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

* Prevent duty framework for England and Wales (2015)
* Female Genital Mutilation <https://www.gov.uk/government/collections/female-genital-mutilation>
* What to do if you’re Worried a Child is Being Abused (HMG 2015)
* Keeping Children safe in Education (2021)
* Framework for the Assessment of Children in Need and their Families (DoH 2000)
* The Common Assessment Framework for Children and Young People: A Guide for Practitioners (CWDC 2010)
* Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (HMG 2007)
* Information Sharing: Guidance for Practitioners and Managers (HMG 2008) (HMG 2006)
* Disclosure and Barring Service: [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check)

The Children Act 1989

Unites Nations Convention on the Rights of the Child 1989. The Childs welfare is paramount. Section 17 – make provision to meet needs. Section 47 – child that is suffering or likely to suffer significant harm.

What To Do If You’re Worried A Child Is Being Abused 2015 – spells out process to be followed when there are concerns.

The Children Act 2004 – provides and enables better joint working to secure a better outcome for safeguarding.

Working Together to Safeguard Children 2023 – Statutory guidance on multi-agency working to help, protect and promote the welfare of children.

The Data Protection Act 2018 – Supports lawful processing of persona data.

Domestic Abuse Act 2021 – Statutory definition of Domestic Abuse

Clare’s Law-Domestic Violence Disclosure Scheme – gives people the right to know if their current or ex-partner has any previous history of violence or abuse. (Clare’s Law (Clares-law.com)

Sarah’s Law The Child Sex Offender Disclosure Scheme -This allows parents to ask the police if someone has a criminal record for child sexual offences. (call 101 or Sarah’s Law – SARSAS)

Keeping Children Safe In Education 2024 – Schools and colleges, legal duty must follow safeguarding and promoting the welfare of children under the age 18.

The Child Abduction Act 1984 – It is a criminal offence to send or take a child under the age 16 without appropriate consent.

The Sexual Offence Act 2003 – non-consensual offence of rape without consent.

1. **Norfolk and Useful contact numbers**

| Authority of Contact  | Contactable by |
| --- | --- |
| Children’s Advice and Duty Service  | 0344 800 8021 |
| Norfolk Police | 101 General999 Emergency |
| Local Authority Designated Officer (LADO) | <https://norfolklscb.org.uk/people-working-with-children/how-to-raise-a-concern> then clicking on ‘How to raise a concern’ |
| Norfolk Safeguarding Children Partnership (NSCP)Policies & Procedures | 01603 223 409<https://norfolklscb.org.uk/people-working-with-children/how-to-raise-a-concern>  |
| OfstedOur Unique Early Years Reference: EY481431 | 0300 123 1231 |
| Norfolk Police Prevent Team | 01953 423905/ 01953 423896 |

This policy was adopted by Little Explorers Forest School Nursery

On 25.08.25

Date to be reviewed 01.09.26

Signed by Provider

 **G.Lee**

Name of Signatory Gillian Lee, B.A. Hons

Role of Signatory Childcare Provider & Forest School Leader

Staff Signature: STD\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: OM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: JP\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: FB\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: KC\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: BD\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Signature: MM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Statutory framework for the early years foundation stage, published July 2025]

*3.2. Providers must take all necessary steps to keep children safe and well. The requirements in this section explain what early years providers must do to: safeguard children; ensure the suitability of adults who have contact with children; promote good health; manage behaviour; and maintain records, policies and procedures.*

*3.11. Providers must tell staff that they are expected to disclose any convictions, cautions, court orders, reprimands and warnings that may affect their suitability to work with children (whether received before or during their employment at the setting). Providers must not allow people whose suitability has not been checked, including through a criminal records check, to have unsupervised contact with children being cared for.*

**Appendix C from the Statutory framework for early years, published July 2025**

Training is designed for staff caring for 0-5 year olds and is appropriate to the age of the children being cared for.

The safeguarding training for all practitioners must cover the following areas:

• What is meant by the term safeguarding.

• The main categories of abuse, harm and neglect.

• The factors, situation and actions that could lead or contribute to abuse, harm or neglect.

• How to work in ways that safeguard children from abuse, harm and neglect.

• How to identify signs of possible abuse, harm and neglect at the earliest opportunity.

These may include:

• Significant changes in children's behaviour.

• A decline in children’s general well-being.

• Unexplained bruising, marks or signs of possible abuse or neglect.

• Concerning comments or behaviour from children.

• Inappropriate behaviour from practitioners, or any other person working with the children. This could include inappropriate sexual comments; excessive one-to-one attention beyond what is required through their role; or inappropriate sharing of images.

• Any reasons to suspect neglect or abuse outside the setting, for example in the child’s home or that a child may experience emotional abuse or physical abuse because of witnessing domestic abuse or coercive control or that a girl may have been subjected to (or is at risk of) female genital mutilation.

• How to respond, record and effectively refer concerns or allegations related to safeguarding in a timely and appropriate way.

• The setting’s safeguarding policy and procedures.

• Legislation, national policies, codes of conduct and professional practice in relation to safeguarding.

• Roles and responsibilities of practitioners and other relevant professionals involved in safeguarding.

Training for the designated safeguarding lead (DSL) should take account of any advice

from the local safeguarding partners or local authority on appropriate training courses. In

addition to the areas set out in paragraph 2, training for the DSL must cover the elements

listed below:

• How to build a safe organisational culture.

• How to ensure safe recruitment.

• How to develop and implement safeguarding policies and procedures.

• If applicable, how to support and work with other practitioners to safeguard children.

• Local child protection procedures and how to liaise with local statutory children's

services agencies and with the local safeguarding partners to safeguard children.

• How to refer and escalate concerns (including as described at paragraph 3.9 of the

EYFS).

• How to manage and monitor allegations of abuse against other staff.

• How to ensure internet safety.