



SAFEGUARDING POLICY

Over Kellet Playgroup is committed to ensuring the welfare and safety of all children in its care. We believe that safeguarding is everyone's responsibility, and that each child has the right to be protected from harm, neglect, and exploitation.

This Safeguarding Policy is designed in accordance with the **Early Years Foundation Stage (EYFS) Statutory Framework (2025)** and reflects the statutory guidance and principles set out in **Working Together to Safeguard Children (2018)**, **Keeping Children Safe in Education (2022)**, and the **Children Act 1989 and 2004**.

SAFEGUARDING PRINCIPLES

- **The Welfare of the Child is Paramount:** We ensure that children's welfare is central to everything we do. We uphold the right of every child to be protected from harm, neglect, or abuse, and to be supported in reaching their full potential.
- **Prevention:** We aim to prevent harm by creating a safe and nurturing environment where children can thrive.
- **Partnership:** We work in partnership with families, external agencies, and the wider community to ensure children's safety.
- **Transparency and Accountability:** We maintain clear procedures for staff and parents to follow, ensuring all safeguarding concerns are addressed promptly and appropriately.

Safeguarding Aims and Objectives

Over Kellet Playgroup recognises the contribution it can make in ensuring that all children registered, or who use our setting, feel that they will be listened to and appropriate action taken. We will do this by working in partnership with other agencies in accordance with **Working Together to Safeguard Children March 2018** and seeking to establish effective working relationships with parents, carers and other colleagues to develop and provide activities and opportunities that will help to equip our children with the skills they need. This will include materials and learning experiences that will encourage our children to develop essential life skills and protective behaviours. Over Kellet Playgroup will ensure that safeguarding is at the heart of all our practice, and every child is treated with respect and dignity. We promote the health, well-being, and safety of all children in our setting and ensure that all staff and volunteers are adequately trained to understand and apply safeguarding procedures.

Roles and Responsibilities

Over Kellet Playgroup has a Committee whose responsibility it is to make sure that the setting has an effective safeguarding policy and procedures in place and monitors that the setting complies with them.

The Committee also ensures the following:-

- That the safeguarding policy is made available to parents and carers if requested.
- That all staff and volunteers are properly checked to make sure they are safe to work with the children who attend the setting
- That the setting has procedures for handling allegations of abuse made against members of staff (including the Playgroup Leader) or volunteers.
- The safe and appropriate use of cameras, mobile phones, technology and on-line equipment within the setting.
- The Counter Terrorism and Security Act 2015 which places a duty on early years and childcare providers “to have due regard to the need to prevent people from being drawn into terrorism” (The Prevent Duty) is implemented, taking into account the Local Safeguarding Children’s Board ‘Prevent’ policies, protocols and procedures and ensuring the Fundamental British Values are implemented as stated in the EYFS.
- The Designated Safeguarding Lead (DSL) is appointed who has lead responsibility for dealing with all safeguarding issues in our setting.
- **Designated Safeguarding Lead (DSL):** Lynsey Winder
 - The DSL is responsible for ensuring that safeguarding concerns are acted upon promptly and appropriately.
 - The DSL will oversee safeguarding training for staff and maintain a record of concerns and referrals.
 - The DSL will also work with external agencies, such as social services, when needed.
 - To attend, or ensure that a senior member of staff who has the relevant training and access to appropriate supervision, attends, where appropriate, all child protection case conferences, reviews, core groups or meetings where it concerns a child in our care and to contribute to multi-agency discussions to safeguard and promote the child’s welfare.
 - To ensure the acceptable safe use and storage of all camera technology, images and mobile phones through the implementation, monitoring and reviewing of the appropriate policies and procedures.
 - Interpreting and implementing the Fundamental British Values.

- **Deputy Designated Safeguarding Lead:** Jackie Hunter
 - The Deputy DSL is responsible for stepping in when the DSL is unavailable and supporting the overall safeguarding system.

- **Staff and Volunteers:**
 - All staff and volunteers are expected to be vigilant and report any concerns regarding the safety or welfare of children to the DSL or Deputy DSL immediately.
 - All staff and volunteers must undergo safeguarding training as part of their induction and regular updates thereafter.
 - All staff are trained in line with the Criteria set out in Annex C of the EYFS (September 2025). Our training provider is Lancashire County Council. Safeguarding training is refreshed annually and renewed every two years.
 - The Designated Safeguarding lead ensures support, advice, and guidance for all staff to meet their safeguarding responsibilities through regular Supervisions and team briefings, staff meetings and bulletins.
 - All staff have adequate information on issues affecting vulnerability in families such as social exclusion, domestic violence, mental illness, substance misuse and parental learning disability, together with training that takes account of factors that affect children that arise from inequalities of race, gender, disability, language, religion, sexual orientation, or culture.
 - All staff adhere to the EYFS Safeguarding and Welfare requirements.

Types of Abuse

The types of abuse include:

- **Physical Abuse:** Deliberate physical harm to a child.
- **Emotional Abuse:** Persistent emotional maltreatment that can harm a child's mental health or development.
- **Sexual Abuse:** Any form of sexual activity or behaviour involving a child.
- **Neglect:** The failure to provide adequate food, clothing, shelter, medical care, or supervision for a child.

All child protection concerns need to be acted on **immediately**. If you are concerned that a child may be at risk, or is suffering abuse, you must tell the Designated Safeguarding Lead or Deputy.

All adults, including the DSL, have a duty to refer all known, or suspected cases of abuse, to the relevant agency including Children's Social Care or the Police. Where a disclosure is

made to a visiting staff member from a different agency, e.g. Early Years Consultant, Inclusion Teacher, Health Visitors, it is the responsibility of that agency staff to formally report the referral to the setting's DSL in the first instance. Any records made should be kept securely.

We follow a proactive approach to safeguarding by offering early help when necessary. We believe that early intervention can prevent more serious harm and improve outcomes for children and families.

- **Monitoring and Recording:** We monitor children's progress and development closely, and any concerns are documented and acted upon promptly.
- **Engagement with Parents/Carers:** We encourage open communication with parents and carers. If there are any concerns about a child's safety or well-being, we aim to discuss them with the parents/carers before taking further action, unless to do so would place the child at risk.

There are procedures in place to ensure staff recognise children and families who may benefit from early help processes. Designated Safeguarding Leads should ensure all staff understand how to identify and respond to families who may need early help.

Safeguarding is not just about protecting children from deliberate harm. For our setting it includes such things as child safety, bullying, racist abuse and harassment, visits, intimate care, and internet safety, etc. However, it must be acknowledged that technology itself will not present the greatest risk, but the behaviour of individuals using such equipment will. The witnessing of abuse can have a damaging effect on those who are party to it, as well as the child subjected to the actual abuse and will have a significant impact on the health and emotional well-being of the child. Abuse can take place in the family, institution, or community setting, by telephone or on the internet. Abuse can often be difficult to recognise as children may behave differently or seem unhappy for many reasons as they move through the stages of childhood or their family circumstances change. However, it is important to know the indicators of abuse and to be alert to the **need to consult further**.

Reporting and Responding to Concerns

- **Staff Reporting Concerns:** Any member of staff who has concerns about a child's welfare must immediately inform the DSL or Deputy DSL.
- **Record Keeping:** All concerns should be recorded accurately and stored securely, with the child's welfare at the forefront.
- **Referral to External Agencies:** If the DSL or Deputy DSL believes a child may be at risk of significant harm, they will refer the matter to the appropriate local authorities (e.g., social services or the police).

We respect the confidentiality of all children and families and only share information when necessary and in the best interest of the child. Information will only be shared on a "need to know" basis, as required by safeguarding protocols or statutory requirements. Procedures are in place for record keeping, confidentiality and information sharing, which are in line with data protection requirements.

What to do if you are concerned

If a child makes a disclosure or allegation of abuse against an adult or other child or young person it is important that you:-

- Stay calm and listen carefully.
- Reassure them that they have done the right thing in telling you.
- Do not investigate or ask leading questions.
- Let them know that you will need to tell someone else.
- Do not promise to keep what they have told you a secret.
- Inform your Designated Safeguarding Lead/Deputy as soon as possible.
- Make a written record of the allegation, disclosure, or incident which you must sign, date and record your position in the setting's safeguarding record book.

If you are concerned that a member of staff, or adult in a position of trust, poses a danger to a child, or that they might be abusing a child, you should report your concerns to the Designated Safeguarding Lead/Deputy. Where those concerns relate to the Designated Safeguarding Lead you should report them to the Deputy and the Chair of the Committee using the settings Whistle Blowing Policy.

Allegations Against Staff and Volunteers

If an allegation is made against an adult in a position of trust, whether they be a member of staff or volunteer, this should be brought to the immediate attention of the Designated Safeguarding Lead who will advise the Chair of the Committee. In the case of the allegation being made against the DSL this will be brought to the immediate attention of the Chair of the Committee.

If an allegation is made against a member of staff or volunteer, the Chair of the Committee will:

- Ensure that the safety of the child is the primary consideration and take appropriate action,
- Report the allegation to the **LADO (Local Authority Designated Officer)** immediately and follow up in writing within 48 hours and cooperate fully with any investigation.
- Consider the rights of the staff member for a fair and equal process of investigation.
- Advise Ofsted of the allegation within 14 days of the allegation.
- Ensure that the appropriate disciplinary procedures are followed, including whether to suspend a member of staff from work until the outcome of any investigation, if this is deemed necessary.
- Act on any decision made in any strategy meeting.

- Advise the Disclosure and Barring Service where a member of staff has been disciplined or dismissed as a result of the allegations being founded.

Procedures for dealing differentiate clearly between an allegation, a concern about quality of care or practice and complaints.

Safer Recruitment

We implement safer recruitment procedures to ensure that all staff, volunteers, and other adults working with children are suitable and safe to do so. This includes:

- **Enhanced DBS checks** for all staff and volunteers.
- **References** checked to ensure the suitability of candidates and any gaps in employment are checked.
- **Interview and vetting processes** to assess a candidate's ability to work with children.

Mobile Phones and Cameras

In today's digital age, it is vital that children are safeguarded from online harm. We will:

- Ensure that children are taught about online safety as part of the curriculum.
- Implement appropriate security measures to monitor children's access to technology.
- Work with parents to raise awareness of online risks and ensure children's online activities are supervised.

Over Kellet Playgroup has policies and procedures in place with regards to the use of mobile phones and cameras in the setting and out on visits.

Related Setting Policies

Safeguarding covers more than the contribution made to child protection in relation to individual children. It also encompasses issues such as child health and safety and a range of other issues.

This policy will cross reference to related setting policies and procedures:-

Behaviour Management Policy	Adopted
Confidentiality and Fair Processing Notice	Adopted
E-Safety Policy	Adopted
Website and Internet Safety Policy	Adopted
Mobile Phones, Digital Cameras and Social Networking Policy	Adopted
Health and Safety Policy	Adopted
Nappy Changing Policy	Adopted

Equality, Inclusion and Valuing Diversity with Prevent Duty and British Fundamental Values	Adopted
Whistle Blowing Policy	Adopted
Food and Drinks Policy	Adopted
Staffing and Employment Policy	Adopted
Oral Health Policy	Adopted

Contact details

For concerns regarding safeguarding, please contact:

- **Designated Safeguarding Lead (DSL):** Lynsey Winder, Manager, 07471124423
- **Deputy DSL:** Jackie Hunter, Deputy, 07471124423
- **Local Authority Safeguarding Team (LADO):** 01772 536694
- **Early Education Safeguarding Officer:** Catherine Isherwood, 07909001430
- **Childrens Social Care:** 03001236720
- **Ofsted** - 03001234666

This policy will be reviewed annually or in response to any significant changes in legislation or practice. The policy will be updated accordingly, and staff will be informed of any changes.