

## Little Treasures Nursery Child Protection Policy

The nursery will follow Child Protection guidelines set out by North Lanarkshire Council. Child Protection Coordinator will be trained in Child Protection on an annual basis. This information will be passed on to all staff.

If suspicion arises, staff are aware of procedures they should follow. Those procedures are:

Step 1 - Immediately report your grounds for concern to the head of establishment or child protection co-ordinator.

Step 2 - Follow the guidance given by the head of establishment/ child protection co-ordinator in relation to recording your concerns, supporting the child and co-operating with the subsequent actions to child/children involved.

Step 3 - It is vital that recording is relevant, accurate, signed and dated as it may become a legal document. The information contained should have a clear succinct chronology of events, factual information and a summary of your response and any agreements reached.

Step 4 - The child protection co-ordinator will contact the Social Work Department, who will be responsible for investigating the suspicions. Staff will work with the Social Work Department and other relevant outside agencies to ensure safety of the child/children.

The nursery must be informed if your child will be absent from nursery. If your child has been absent for 48 hours and the nursery has not been informed the following steps will be taken:

- 1- The child's home will be contacted
- 2- If no contact can be made the nursery will then contact the Social Work Department to inform them of absence.

The Child Protection Co-ordinator is Christina Saville.

Responsibilities of the Child Protection Co-ordinator:

- Point of contact for staff and outside agencies on child protection matters.
- Listen to and record concerns seeking further information if necessary.
- Establish an appropriate and secure record system for child protection information.
- Consult and discuss concerns with head of establishment.
- Make child protection referral in line with the North Lanarkshire Council guidelines.
- In consultation with head of establishment & other agencies decide how parents are to be informed of identified concerns.

If parents have any concerns they should speak to the Child Protection Co-ordinator. If parents feel it is necessary they can contact the Social Work Department on the following numbers:

Cumbernauld Social Work Dept- 01236 638700

Coatbridge Social Work Dept- 01236 622100

National Care Standards- Health and Wellbeing, Standard 3  
Support and development, Standard 6  
Involving other services, Standard 10  
Well-managed service, Standard 14

Signature	Position	Date of review

## Child Protection

### **Rationale**

Due to many hours of care we are providing, staff will often be the first people to sense that there is a problem. They may well be the first people in whom children confide in abuse. The nursery has a duty to be aware that abuse does occur in our society. This statement lays out the procedures that will be followed if we have any reason to believe that a child in our care is subject to emotional, physical, sexual abuse or neglect. Our prime responsibility is the welfare and well being of all children in our care. As such we believe we have a duty to the children, parents/carers and staff to act quickly and responsibly in any instance that may come to our attention. The nursery has a duty to report any suspicions of abuse to the Local Authority which has a duty to investigate such matters. The nursery will follow the procedures set out in the Local Authority Child Protection Documents, and as such will seek their advice on all steps taken subsequently.

### **Physical Abuse**

#### **Aims and Objectives**

Action will be taken under this heading 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.

### **Implementation**

- Any sign of a mark/injury to a child when they come into nursery will be recorded.
- The incident will be discussed with the parent/carer.
- Such discussion will be recorded and the parent/carer will have access to such records.
- If there appears to be any queries regarding the injury, the Child Protection Unit in the Local Authority will be notified.

## **Sexual Abuse**

### **Aims and Objectives**

Action will be taken under this heading if the staff team have witnessed occasions where the child indicated sexual activity through words, play, drawing or had an excessive pre-occupation with sexual matters or had an inappropriate knowledge of adult sexual behaviour.

### **Implementation**

- The observed instances will be reported immediately to the nursery manager.
- The matter will be referred to the Local Authority.

## **Emotional Abuse**

### **Aims and Objectives**

Action will be taken under this heading if the staff team have reason to believe that there is severe, adverse effect on behaviour and emotional development of a child caused by persistent or severe ill treatment or rejection.

### **Implementation**

- The concern will be discussed with the parent/carer.
- Such discussion will be recorded and the parent/carer will have access to such records.
- If there appears to be any queries regarding the circumstances, the matter will be referred to the Local Authority.

## **Neglect**

### **Aims and Objectives**

Action will be taken under this heading if the staff team have reason to believe that there has been persistent or severe neglect of a child (for example, by exposure to any kind of danger, including cold and starvation) which results in serious impairment of the child's health or development, including failure to thrive.

### **Implementation**

- The concern will be discussed the parent/carer.
- Such discussion will be recorded and the parent/carer will have access to such records.
- If there appears to be any queries regarding the circumstances the Local Authority will be notified.

Should any member of staff have concerns for the welfare of any child they will immediately inform:

The nursery Child Protection Coordinator: Christina Saville.

An Early Years Practitioner's responsibilities do not include investigating the suspected abuse. However, the staff will keep accurate records of their observations and of anything said to them by the child or others in connection with the suspected abuse. It is always important to listen to children. Strict confidentiality will be observed at all times. It is the policy of the nursery to provide a secure and safe environment for all children.

It aims to:

- Ensure that children are never placed at risk while in the care of the nursery staff.
- Ensure that confidentiality is maintained at all times.
- Ensure that all staff are familiar with Child Protection issues and procedures.
- Regularly review and update this policy.

If an allegation is made against a member of staff, the Local Authority child protection unit will be informed and the nursery disciplinary procedures will be followed.

National Care Standards- Health and Wellbeing, Standard 3  
Support and development, Standard 6  
Involving other services, Standard 10  
Well-managed service, Standard 14

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