



## **Safeguarding and Child Protection Policy**

**Designated Safeguarding Lead (DSL) is Debbie  
Clifford**

**Deputy DSL is Ann Finnerty**

Safeguarding and promoting the welfare of children, for the sake of 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 2015', Updated - July 2018, February 2019, December 2020, December 2023, June 2025)*

### **Recording, sharing and referring suspicions of abuse and disclosures**

If you have any concerns about a child in your care, including when a child makes a disclosure, this must be reported immediately to one of the Nursery's Designated Safeguarding Leads (DSL). Any concerns must be fully recorded on a confidential form by the person who has the concern. Similarly, if a member of staff has a concern about a staff member, parent(s) or visitor to the nursery, they must immediately inform the DSL. Once referred to the DSL, the DSL will follow internal procedures and make appropriate referrals.

If you feel the DSL's are not making appropriate referrals, you yourself have a duty of care to make individual referrals to the MASH team within Doncaster Safeguarding Children Partnership by calling 01302 737777 or by calling out of hours on 01302 796000.

As of the 20<sup>th</sup> January 2025, you are no longer required to follow up a referral in writing by completing an online form, however you must keep an accurate

record of any concerns you have referred, which must include the name of the individual you have spoken to, the date and time the referral was made along with any next steps or actions that have been agreed as part of the call.

Should a referral need to be made to a different Local Authority, due to the child's home address, their referral procedures will be followed. South Yorkshire area includes:

- Doncaster
- Rotherham
- Sheffield
- Barnsley

Always ring the police on 999 if someone is in immediate danger.

**A full list of contact telephone number (including other LA areas) appear on page 4 of this document**

**Allegations made against a member of staff (including allegations made outside of employment)**

All staff at Loversall Farm Day Nursery have a duty to safeguard all children whether they are on or off the nursery premises. Where staff have concerns that a colleagues conduct is resulting in harm to a child or where their conduct could put a child at risk, they must follow the settings Whistleblowing procedures and report any such concerns to the settings DSL.

If an allegation is made against a member of staff or volunteer or any other person who 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 DSL immediately. If this person is the subject of the allegation, then this should be reported to the Deputy DSL in the first instance.

The DSL will gather any evidence available including CCTV evidence if relevant, before using the LADO flow chart for referral. The DSL will consider as to whether the child has experienced significant harm or if the evidence received is typical of low level concerns.

The Local Authority Designated Officer (LADO), Ofsted and the DSCP will then be informed immediately for this to be investigated by the appropriate bodies promptly:

- LADO will be informed immediately for advice and guidance
- The LADO online referral form will be completed as advised on the DSCP website

Please note there are no changes as of the 20<sup>th</sup> January to the LADO referral process. A referral form still needs to be completed where there are concerns around the conduct of a member of staff or other person working directly with children

- Once a referral has been made to LADO Ofsted will be informed as soon as practicable but within 14 days of the incident
- The nursery will follow all instructions from the LADO, Ofsted, DSCP and 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.
- 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 re-instated.

- Founded allegations will be passed on to the relevant organisation including the Doncaster Safeguarding Children Partnership and where an offence is believed to have been committed, the police. This may result in the termination of employment. Ofsted will be notified immediately of this decision. The nursery is also required to notify the Disclosure and Barring Service (DBS) to ensure their records are updated.
- All records will be kept until the person reaches 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 re-investigation.
- The nursery retains the right to dismiss any member of staff in connection with founded allegations following an inquiry.
- Counselling will be available for any member of the nursery who is affected by an allegation, their colleagues and parents.
- The manager of the setting will work in partnership with Citation (Employment Law specialists) to seek advice regarding suspension and/or dismissal.

**Loversall Farm Day Nursery has a clear commitment to protecting children and promoting their welfare. Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of the DSL with immediate effect.**

#### **Contact telephone numbers**

- |                           |                             |
|---------------------------|-----------------------------|
| • Debbie Clifford DSL     | 01302 311000 or 07824165661 |
| • Ann Finnerty Deputy DSL | 01302 311000 or 07792359045 |
| • Ofsted                  | 0300 123 1231               |
| • Early Help Enquiry      | 01302 734110 or 736250      |

[earlyhco@doncaster.gov.uk](mailto:earlyhco@doncaster.gov.uk)

- South Yorkshire Police non-emergency 101
- South Yorkshire Police Emergency 999/102
- Local Authority Designated Officer (LADO) 01302 737748
- Social Care (MASH) 01302 737777
- Social Care out of Hours 01302 796000
- Doncaster Safeguarding Children Partnership 01302 734214  
<https://dscp.org.uk/>  
[dscp@dcstrust.co.uk](mailto:dscp@dcstrust.co.uk)
- Barnsley – Barnsley Children’s Social Care Assessment Team –  
01226 772423
- Rotherham – Rotherham Multi-Agency Safeguarding Hub (MASH) –  
01709 336080
- Sheffield – Sheffield Safeguarding Hub – 0114 273 4855

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 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, the Local Authority Early Years Service, LADO, health professionals or the police. When sharing any information, we follow the General Data Protection Regulations 2019. All staff will work with other agencies as part of a multi-agency team where needed in the best interests of the child. The nursery are registered with the Information Commissioners Office (ICO). A copy of the certificate is displayed in the nursery foyer.

### **Completing comprehensive records**

Staff should make an objective record (supported by the DSL) of any observation or disclosure and include:

- Child's full name
- Child's full postal 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 injuries or marks seen, including approximate size and shape if applicable
- Exact observation of an incident including any other witnesses
- Name of the person to whom the concern was reported (in all cases this must be the DSL), 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).

**All completed records must be shared immediately with the DSL.**

If a child starts to talk to an adult about alleged 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 the disclosure is not forced or prompted in any way. As soon as possible after the disclosure, details must be logged accurately and all findings shared immediately with the DSL.

It may be deemed appropriate, through discussion with all concerned, that the matter needs to be raised with the Local Safeguarding Children Partnership and Ofsted and/or an Early Help Assessment (EHA) needs to be initiated. Prior to an EHA being initiated, the DSL will contact Early Help on 01302 734110 for additional support and advice. Staff involved may be asked to supply details of any information/concerns they have with regards to a child.

If the child and family are already part of the Early Help process and the child and family already have a named Early Help Coordinator the nursery will contact 01302 736250 or email: [earlyhco@doncaster.gov.uk](mailto:earlyhco@doncaster.gov.uk) to have a further discussion.

The nursery expects all members of staff to co-operate with the Local Safeguarding Children Partnership (including the Early Help Hub), 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 a parent or staffs supposed or actual behaviour.

## **Staff training**

For staff to fully understand their roles and responsibilities when safeguarding children, including how to make timely referrals both internally and externally, training will be provided at least every two years, however we believe to keep abreast of legislation, changes in local and national policy, it is beneficial to train all staff annually. When recruiting staff who do not have an up to date and relevant certificate for safeguarding children, it is an expectation that staff will attend training within a three-month period. Training will either be delivered through the Local Authority or inhouse as the Designated Safeguarding Leads have accessed Advanced Safeguarding training through the NDNA, which enables them to deliver in house.

The DSL's have also accessed the Level three safeguarding through the Local Authority. The DSL's keep up to date by accessing DSL training and network sessions every term and attend any safeguarding training in addition as advised by the Local Authority.

In addition to the annual training, the DSL includes monthly updates as part of the regular team meetings.

Once staff have accessed training, the DSL's regularly check their understanding and knowledge by carrying out regular S11 safeguarding audits, quizzes and discussions as part of the regular staff supervisions. This commitment to safeguarding ensures that staff are able to carry out their roles and responsibilities effectively.

A safeguarding notice board, located in the staff room, and safeguarding pocket note books means that staff have all relevant support and information to hand should they be faced with a safeguarding concern.

## **Types of abuse and particular procedures to be followed**

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by harming them, or by failing to act 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 adults, another child or children.

*(What to do if you are worried a child is being abused 2015)*

The Working Together to Safeguard Children legislative framework (2023) clearly identifies the four main categories of abuse as Physical, Emotional, Neglect and Sexual. These types of abuse, along with specific indicators are highlighted for the purpose of this policy in Appendix one.

A number of wider safeguarding concerns are also indicated and for the purpose of this policy are identified and discussed in Appendix 2

If a child starts to talk openly to an adult about abuse staff must:

- reassure the child and listen without interrupting if the child wishes to talk
- complete a detailed confidential report
- report immediately to the nursery manager DSL
- make a direct referral if you feel it necessary by following the LA referral procedures and completing the online form

The signs and indicators listed below may not necessarily indicate that a child has been abused but will help us to recognise that something may be wrong, especially if a child shows a number of these symptoms or any of them to a marked degree. It is important to acknowledge that the following list is by no means exhaustive.

#### **Indicators of child abuse**

- Failure to thrive and meet developmental milestones
- Fearful or withdrawn tendencies
- Aggressive behaviour
- Unexplained injuries to a child or conflicting reports from parents or staff
- Repeated injuries
- Unaddressed illnesses or injuries.
- Significant changes to behaviour patterns
- A direct disclosure from the child

### **Children absent from Nursery**

The nursery keeps records of absence for all children and the Management Team are responsible for checking these records on a weekly basis where concerns are identified. Full monitoring will take place on a monthly basis, or sooner if a suspected pattern is identified, at the same time as the monitoring of accidents, incidents, injuries at home and administration of medication.

The child's key person will contact parents/carers on the same day if any child is absent from nursery without prior notification, this will be within one hour of their expected arrival time. Reasons for absence will be recorded on the setting absence forms and shared with the DSL if there is a cause for concern.

### **Staffing and Safer Recruitment**

Loversall Farm Day Nursery follow comprehensive recruitment procedures to ensure all staff who have access to children are suitable to do so. This includes all staff having a clear enhanced DBS check and as much as possible being registered on the update service. Loversall Farm Day Nursery do not promote lone working and staffing ratios will be practiced in line with the EYFS Statutory Framework. Please refer to our Safer Recruitment Policy and Staffing Policy for further information.

All staff will attend child protection training within their first three months of employment, and receive initial basic training during their induction period. This will include the procedures for spotting signs and behaviours of abuse and abusers, recording and reporting concerns and creating a safe and secure environment for the children in the nursery.

### **Confidentiality**

All suspicions, enquiries and external investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the DSCP. Any records of safeguarding/child protection concerns will be confidentially stored in line with GDPR guidance, this being until the child is 25 years old.

### **Working in partnership with parents and families**

The nursery endeavours to build up trusting and supportive relationships with parents and families by:

- continuing to welcome the child and their 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 interests of the child.
- Sharing as much information with parents and carers as deemed appropriate, whilst maintaining the safety of the child and following advice from the Local Safeguarding Children Partnership

### **Loversall Farm Day Nursery will promote a culture of safety for all children by:**

- creating an environment to encourage children to develop a positive self-image.
- providing positive role models and develop a safe culture where staff are confident to raise concerns about professional conduct.
- encouraging children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development.
- providing a safe and secure environment for all children.
- promoting tolerance and acceptance of different beliefs, cultures, faiths and communities.
- helping children to understand how they can influence and participate in decision making by promoting the British values through play, discussion and role modelling.
- always listening to children.
- providing an environment where practitioners are confident to identify where children and families may need intervention and seek the help they need.
- sharing information with agencies as appropriate.
- ensuring staff are trained to understand the safeguarding policy and procedures and alert to identify possible signs of abuse, understand

what is meant by child protection and are aware of the different ways in which children can be harmed, including by other children through bullying or discriminatory behaviour.

- ensuring staff understand how to identify early indicators of potential radicalisation and terrorism threats and act on them appropriately in line with national and local procedures.
- ensuring that all staff feel confident and supported to act in the best interest of the child, share information and seek the help that the child may need.
- ensuring that all staff are familiar and updated regularly with child protection training and procedures and kept informed of changes to local/national procedures.
- making child protection referrals in a timely way, sharing relevant information as necessary in line with procedures set out by Doncaster Safeguarding Children's Partnership.
- ensuring that information is shared only with those people who need to know to protect the child and act in their best interest. This will be in line with the GDPR
- taking any appropriate action relating to allegations of serious harm or abuse against any person working with children or working on the nursery premises including reporting such allegations to Ofsted and other relevant authorities.
- regularly reviewing and updating this policy with staff and make sure it complies with any legal requirements and any guidance or procedures issued by the Doncaster Safeguarding Children Partnership.

**The legal/guidance framework for this policy is based on:**

- Safeguarding Vulnerable Groups Act (2006)
- The Statutory Framework for the Early Years Foundation Stage (2025)
- Working Together to Safeguard Children 2018 (updated June 2025)
- Information Sharing – Advice for practitioners providing safeguarding services to children, young people, parents and carers – (May 2024)
- The Early Years Inspection Handbook – (2025)
- Keeping Children Safe in Education – (2024)
- Disqualification under the Childcare Act 2006 – Guidance – (2018)
- Childcare Act 2006
- Children Act 1989 and 2004
- What to do if you are worried a child is being abused (2015)
- Counter-Terrorism and Security Act (2015)

- Safeguarding children and protecting professionals in early years settings: online safety guidance for practitioners (2019)
- Female Genital Mutilation Risk and Safeguarding Guidance for Professionals (2017)
- Child Sexual Exploitation: Definition and a guide for practitioners, local leaders and decision makers working to protect children from child sexual exploitation (2017)
- Safeguarding children and protecting professionals in early years settings: online safety considerations (2019)
- Ofsted: Early Years and Childcare Enforcement Policy (2022)
- Health Protection in children, young people settings including education – GOV.UK – March 2025

# Appendices

# **Appendix One**

## **Categories of abuse as indicated in the Working Together to Safeguard Children (June 2025)**

### **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 and deliberate overdosing of medication whether prescribed or un-prescribed; 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.

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 immediately with the DSL.**

Injuries identified when a child attends nursery that have taken place in the home environment must be recorded by parents on an injury at home form as soon as they arrive at nursery. All forms will be monitored on a monthly basis by the Deputy Manager. Accidents that happen whilst the child is at nursery will be recorded on an accident form and parents requested to sign at the point of collection. These forms will be signed by the Manager within 15 minutes of the accident happening and monitored by the Deputy Manager on a monthly basis.

### **Emotional abuse**

Action should be taken under this heading 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 persistent 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 it

may include parents or carers placing inappropriate age or developmental expectations upon them. Emotional abuse may also be imposed through the child witnessing domestic abuse and 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.

### **Neglect**

Action should be taken under this heading if the staff member has 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 and failure to seek medical treatment when required on behalf of the child), 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 that may restrict the child's growth or hurt them), arriving at nursery in the same nappy they went home in or a child having an illness or identified special educational need or disability that 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, e.g. 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 as a result of maternal substance abuse.

### **Sexual abuse**

Action needs be taken under this heading if the staff member has witnessed occasion(s) where a child indicated sexual activity through words, play, drawing, had an excessive pre-occupation 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 in intimate areas or signs of a sexually transmitted infection (STI). Emotional symptoms could include a distinct change in a child's behaviour. They may be withdrawn or overly extrovert 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.

# **Appendix**

## **two**

## **Wider safeguarding responsibilities**

### **Trio of vulnerabilities (formally Toxic Trio)**

According to legislation, the trio of vulnerabilities refers to; domestic violence and abuse, parental mental health and parental substance misuse. A high percentage of serious case reviews identify that one of the trio of vulnerabilities is a contributory factor in most cases.

### **Substance Misuse**

Substance misuse is the harmful use of substances (like drugs and alcohol) for non-medical purposes. The term 'substance misuse' often refers to illegal drugs. However, legal substances can also be misused, such as; alcohol, prescription medications, caffeine, nicotine and volatile substances (e.g. petrol, glue and paint).

### **Domestic Violence (DV)**

The government define DV and abuse as: any incident, or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over, who are, or have been, intimate partners or family members, regardless of gender or sexuality. The abuse can encompass, but is not limited to:

- Psychological
- Physical
- Sexual
- Financial
- Emotional

**It is important to identify that Domestic Violence is likely to intensify when living in unprecedented times, particularly in relation pandemics where families are required to isolate.**

## **Parental Mental Health**

Poor parental mental health can have a detrimental effect on a child's health and holistic development. This can lead to an increased risk of mental health problems for the children themselves.

### **Indicators for mental health**

#### **Parents:**

- The parent/carer needs or illnesses take precedence over the child's needs
- Possible alcohol/substance misuse and self-harming behaviours may be observed
- Parents may display paranoid and/or suspicious behaviour
- The parent may be withdrawn, avoids contact and may have no contact at all with the nursery

#### **Children**

- The child may have difficulties concentrating, present as being worried, anxious, confused or pre-occupied
- Absence from nursery
- The child's own physical and emotional needs may be neglected
- Changes in the child's behaviour
- Young carer

## **Disguise Compliance**

'Disguise Compliance' involves a parent or carer giving the appearance of co-operating with child welfare agencies to avoid raising suspicions, to allay professional concerns and ultimately to diffuse professional intervention.

## **Gaslighting**

Gaslighting is a form of emotional abuse that is seen in abuse relationships. It is the act of manipulating a person by forcing them to question their thoughts, memories and the events occurring around them. A victim of gaslighting can be pushed so far that they question their own sanity.

## **Upskirting**

Upskirting is a highly intrusive practice, which typically involves someone taking a picture under another person's clothing without their knowledge, with the intention of viewing their genitals or buttocks (with or without underwear).

## **Teenage Relationship Abuse**

Teenage Relationship Abuse is when there is actual or threatening abuse within a romantic relationship or a former relationship. One partner will try to maintain power and control over the other. This abuse can take a number of forms: physical, sexual, financial, emotional or social. This includes coercive and controlling behaviour. The current UK definition of Domestic Violence includes incidences between people aged 16 or over, but it is important to note that violence and abuse can occur in relationships between children and young people at any age.

## **Abuse of disabled children**

Disabled children may be especially vulnerable to abuse for a number of reasons. Some disabled children may:

- Have fewer outside contacts than other children;
- Receive intimate personal care possibly from a number of carers, which may both increase the risk of exposure to abusive behaviour, and make it more difficult to set and maintain physical boundaries;
- Have little or no choice about who provides them with intimate care;
- Have an impaired capacity to resist or avoid abuse;
- Have communication difficulties which may make it difficult to tell others what is happening;
- Experience the misuse of manipulation of the method by which they communicate so that they either cannot express concerns or do not have the opportunity to express concerns;
- Be worried about complaining because of a fear of losing services;
- May particularly fear disclosing a perpetrator who is also a carer;

- Be especially vulnerable in bullying and intimidation;
- Be more vulnerable than other children to abuse by their peers;
- Not understand or be aware of what is or is not appropriate behaviour.

The mistaken assumption that disability protects children from abuse contributes to the vulnerability of disabled children. Because of increased vulnerability it is particularly important for practitioners to gain a clear perception of the individual child's experience of life and to be mindful not to collude with, or be over sympathetic to, parents/carers.

Disabled children may not be believed when they report what has happened to them or may not understand what is and is not acceptable intervention by their carers.

### **Racist, homophobic and biphobic bullying**

#### **Homophobic bullying:**

This is when bullying is motivated by a prejudice against lesbian or gay people, or those who are perceived to be lesbian or gay. This abuse can include things like spreading rumours that someone is gay or lesbian, or suggesting that something or someone is inferior. Sometimes people are homophobically bullied because they have a gay or lesbian friend or family member.

#### **Biphobic bullying:**

This is bullying aimed at bisexual people - or people perceived to be bisexual (people who are attracted to more than one gender). Bisexual young people are often bullied by being subject to stereotyping or it is assumed that their bisexuality is just a phase before they realise their 'real' sexual orientation.

#### **Transphobic bullying**

Is discriminatory behaviour towards someone because they are, or are perceived to be 'transgender' (a person who believes their true gender is different to that given to them at birth). Young transgender people are often bullied by people who think 'boys should act like boys' and 'girls should act

like girls'. Sometimes people are bullied because they have a transgender friend or family member.

## **Racial bullying**

Racial bullying is a type of racism where someone's bullying focuses on your race, ethnicity or culture. Racism and racial bullying are wrong and you can get help to make it stop.

Racism and racist bullying can include:

- being called racist names or being sent insulting messages or threats
- having your belongings damaged or having to see racist graffiti
- personal attacks, including violence or assault
- being left out, treated differently or excluded
- people making assumptions about you because of your colour, race or culture
- being made to feel like you have to change how you look
- racist jokes, including jokes about your colour, nationality race or culture.

Racism can affect anyone. It can make you feel like you're not important or don't fit in. You might feel upset, depressed or angry. You can be affected by it even when it's not aimed at you, like if you hear someone discriminating against someone's culture.

## **Gender Based Violence (GBV)**

Gender Based Violence (GBV) refers to any act done to someone against their will as a result of gender-norms and unequal power relationships. The perpetrators of GBV are predominantly men and the victims are most frequently women. Older people, younger girls, those with disabilities or those from ethnic minorities or the LGBTI community are often more vulnerable to being targeted and may experience higher rates of violence. Forms of abuse can range from physical, emotional and sexual to the outright denial of freedom, resources and services. In some communities, harmful customs can also result in large numbers of people experiencing GBV, such as early marriage, Female Genital Mutilation (FGM) and breast ironing.

## **Female Genital Mutilation (FGM)**

This type of abuse is practiced as a cultural ritual by certain ethnic groups and there is now more awareness of its prevalence in some communities in England including its effects on the child and any other siblings involved.

Symptoms may include bleeding, painful areas, and acute urinary retention, urinary infection, wound infection, septicaemia, and incontinence, vaginal and pelvic infections with depression and post-traumatic stress disorder as physiological concerns.

If you are concerned that a child MAY be subject to FGM, but you have no factual evidence then a referral must be made to the Doncaster Safeguarding Children Partnership and/or the police if appropriate. Where you have evidence that FGM is or has taken place a referral must be made to the police as a criminal offence has been committed, this includes children being taken out of the country to have the procedure carried out or a child that returns to the setting having been a victim to the procedure. It is the responsibility of the person who witnesses this type of abuse to make the referral, this responsibility cannot be transferred to another member of staff, however the DSL will support the staff member throughout the process. All suspicions or evidence of FGM should be recorded in the same way as other types of abuse.

## **Breast Ironing**

Breast Ironing also known as 'Breast Flattening' is the process whereby young pubescent girls' breasts are ironed, massaged and/or pounded down through the use of hard or heated objects in order for the breast to disappear or delay the development of the breasts entirely. It is believed that by carrying out this act, young girls will be protected from harassment, rape, abduction and early forced marriage and therefore kept in education.

Much like Female Genital Mutilation (FGM), breast ironing is a harmful cultural practice and is child abuse. Professionals working with children and young people must be able to identify the signs and symptoms of girls who are at risk of or have undergone breast ironing. Similarly, to FGM, breast ironing is classified as physical abuse.

## **Forced Marriage**

A forced marriage is where one or both people do not (or in cases of people with learning disabilities cannot) consent to the marriage and pressure or abuse is used. It is an appalling and indefensible practice and is illegal in Great Britain. It is recognisably a form of violence against women and men, domestic/child abuse and a serious abuse of Human Rights.

## **What to do if you suspect Forced Marriage**

If you or someone you know is being forced into marriage either in the UK or abroad, you need to contact the Forced Marriage Unit (FMU).

020 7008 0151 – Monday – Friday 9:00-5:00pm

020 7008 1500 – Global Response Centre – Out of Hours

Email: [fmu@fcdo.gov.uk](mailto:fmu@fcdo.gov.uk)

## **Fabricated illness (formally identified as Munchausen or Munchausen by Proxy)**

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. Whilst in attendance at nursery, medication will not be administered without prior written consent from parents/carers. Medication needs to be in the original container and prescribed for that child. We will only administer the dosage as prescribed on the bottle along with identified timescales. Records of medication administered are monitored regularly, this enables the setting to identify any concerns, which will be addressed by following the safeguarding procedures. Fabricated Illness is a mental illness in the parent and/or carer and timely referrals must be made if staff are worried that this type of abuse is taking place.

**Procedure:**

- The Nursery follow the EYFS Statutory Framework when administering medication and will only administer the medication when there is a health reason to do so
- When asked to administer medication, staff and parents must follow the medication policy. All medication administered is recorded and is administered in line with the manufacturers instructions
- All medication forms are monitored on a monthly basis by the settings Deputy Manager, and concerns will be immediately shared with the Nursery's DSL
- Absence records are completed for each child when they do attend nursery. The absence forms include the reason for the absence and who contacted the nursery. As with medication forms, attendance forms are monitored on a monthly basis by the Deputy Manager and any concerns are shared immediately with the DSL

**Child Sexual Exploitation, Grooming and Trafficking**

Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur using technology.

Child Sexual Exploitation is more common in children aged between 12-18 years, although cases have been identified in children as young as 8 years. Where staff are concerned that a child is at risk of CSE, a referral must be made directly to the MASH team on 01302 737777

**Honour Based Abuse**

'Honour' based violence (HBV) is a form of domestic abuse which is perpetrated in the name of so called 'honour'. The honour code which it refers to is set at the discretion of male relatives and women who do not abide by

the 'rules' are then punished for bringing shame on the family. Infringements may include a woman having a boyfriend; rejecting a forced marriage; pregnancy outside of marriage; interfaith relationships; seeking divorce, inappropriate dress or make-up and even kissing in a public place.

### **Spiritual Abuse/Child abuse linked to faith or belief (CALFB)**

The belief in "possession or "witchcraft" is widespread; it is not confined to particular countries, cultures or religions, nor is it confined to new immigrant communities in this country.

The definition which is commonly accepted across faith - based organisations, non-governmental organisations and the public sector is the term 'possession by evil spirits' or 'witchcraft'. The term 'possession' means that an evil force has entered a child and is controlling him or her and the term 'witch' means a child who is able to use evil forces to harm others. In either case, these are genuine beliefs held by families and often the children themselves. When families hold this belief about a child they may feel terrified and that everything is under threat.

In some faiths these terms may be used to indicate good spirits as well, 'possession' can be understood to include being taken over by 'the Holy Spirit' for example.

The three common terms for getting rid of the 'evil spirits' are 'praying for children', 'deliverance' and 'exorcism'. There is a range of behaviour associated with 'exorcism' from praying for a child while he or she is not present through to 'beating the devil out of the child'

### **Child Criminal Exploitation (including County Lines)**

County lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other form of 'deal line'. They are likely to exploit children and vulnerable adults to move and store the drugs and money and they will often use coercion, intimidation, violence (including sexual violence and weapons).

## **Cuckooing**

Cuckooing is a term used to describe the practice of people taking over the home of a vulnerable person to use as a base for drug dealing, this is often associated with County Lines.

## **Child on child abuse (formally peer on peer abuse)**

It is important to recognise that abuse isn't always perpetrated by adults; children can abuse other children and it can happen both inside and outside of educational settings and online. This is referred to as 'child-on-child abuse' (formally known as peer on peer abuse) and can include:

- bullying, including cyberbullying, prejudice-based and discriminatory bullying
- abuse in intimate personal relationships between peers
- physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; this may include an online element which facilitates, threatens and/or encourages physical abuse
- sexual violence, such as rape, assault by penetration and sexual assault; this may include an online element which facilitates, threatens and/or encourages sexual violence
- sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse
- causing someone to engage in sexual activity without consent
- consensual and non-consensual sharing of nude and semi nude images and or videos (also known as 'sexting' or 'youth produced sexual imagery')
- 'Upskirting' which involves taking a picture under someone's clothing without them knowing; this is usually with the intention of viewing their genitals or buttocks for sexual gratification, or cause the victim humiliation, distress or alarm. Upskirting is a criminal offence and anyone of any gender, can be a victim
- initiation/hazing type violence and rituals.

All staff should be able to recognise the indicators and signs of child-on-child abuse and know how to identify it and respond to reports in line with their child protection policy. Even if there are no reports of child-on-child abuse, it should

be recognised by schools and settings that this does not mean it is not happening, it may be the case that it is just not being reported.

### **Private Fostering**

When children are looked after by someone else who is not their parents or close relative, this could be private fostering. This is an agreed arrangement between the parent/person with parental responsibility and someone else. Doncaster Safeguarding Children Partnership have a duty to assess and monitor this arrangement and we have a duty to advise the Doncaster Safeguarding Children Partnership if we are aware of any private fostering arrangement.

***‘Private fostering is when a child under the age of 16 (under 18 if disabled) is cared for by someone who is not their parent or a ‘close relative’. This is a private arrangement made between a parent and a carer, for 28 days or more. Close relatives are defined as step-parents, grandparents, brothers, sisters, uncles or aunts (whether of full blood, half blood or marriage/affinity).’***

### **Prevent Duty**

Under the Counter-terrorism and Security Act 2015 we have a duty to refer any concerns of extremism to the police (Doncaster is currently not a Prevent priority area).

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 actions that lead staff to be worried about the safety of a child in their care.

Early years providers serve arguably the most vulnerable and impressionable members of society. The Early Years Foundation Stage (EYFS) accordingly places clear duties on providers to keep children safe and promote their welfare. It makes clear that to protect children in their care, providers must be alert to any safeguarding and child adults in the child’s life.

*(Prevent duty guidance March 2015)*

Even very young children may be vulnerable to radicalisation by others whether in the family or outside and display concerning behaviours.

As a nursery we support children through the teaching of personal, social and emotional skills and enable children to be accepting and tolerant of other's views and beliefs. We do this by:

- Promoting the Fundamental British Values
- Working through disagreements with their peers over resource sharing, activity choosing and role taking
- Role modelling desired behaviours and mannerisms
- Talking about feelings and opinions
- Celebrating all faiths and beliefs

Staff are aware of indicators that may mean a child is vulnerable to radicalisation and what to do if this is suspected.

Some indicators may include:

- Changes in family behaviour
- Changes in children's behaviour e.g. aggression towards others
- Comments made by children which may cause concern
- Comments made by family members e.g. about certain faiths, beliefs and cultures
- Any other signs that family members may be showing extremism.

Should any member of staff have concerns the following procedure will be followed:

- If the child is not in immediate danger contact 101 (the non emergency police phone number)
- If the child is in immediate danger contact 999
- Child protection policies will be followed to safeguard the child.

The nursery also has a duty of care to staff working in the nursery and procedures will be following should they believe a member of staff is vulnerable to extremism and radicalisation.

The nursery DSL has completed Channel training and Prevent training awareness course.

**Incels**

Incels are usually heterosexual men who blame women and society for their lack of romantic success. Incels are known for their deep seated pessimism and profound sense of grievance against women. The incel ideology is rooted in the belief that women have too much power in the sexual/romantic sphere and ruin incels' lives by rejecting them.

# **Appendix 3**

## **E-Safety**

## **Online Abuse**

Online abuse is any type of abuse that happens on the web, whether through social networks, playing online games or using mobile phones. Children and young people may experience cyber bullying, grooming, sexual abuse, sexual exploitation or emotional abuse.

Children can be at a risk of online abuse from people they know, as well as from strangers. Online abuse may be part of abuse that is taking place in the 'real world', for e.g. bullying or grooming, or it may be that the abuse only happens online, for e.g. Persuading children to take part in sexual activity online.

Whilst at Loversall Farm Day Nursery children do not have access to the internet at any time, however we are aware that children may have access to the internet whilst in the home environment. For parents to support their children in the home environment, we suggest the following:

- Identifying technology used at home
- Personal online safety
- Monitoring and supervising access
- Parental controls/privacy settings

The Nursery Website provides parents with information and advice to support them to keep their children safe online whilst in the home environment. Parents are advised to down load the 'NetAware' app on their Android or Iphone.

## **Mobile Phone and Social Networking**

We believe our staff should be completely attentive during their hours of working to ensure all children in the nursery receive good quality care and education. This is why mobile phones are not to be used during working hours.

We also feel that restrictions need to be placed on staff when they access social networking sites. The nursery has a high reputation to upkeep and comments made on sites such as 'Facebook' could have an impact on how parents using the nursery view the staff.

Staff must adhere to the following:

- Mobile phones are not to be turned on during your working hours.
- Mobile phones can only be used on a designated break and then this must be away from the children.
- Mobile phones should be stored safely in staff lockers or in bags within the staff room at all times during the hours of your working day.
- During outings, staff will only use mobile phones belonging to the nursery. The outings phone does not have a photograph facility
- Staff must not post anything onto social networking sites such as 'Facebook' that could be construed to have any impact on the nursery's reputation.
- Staff must not post anything onto social networking sites that would offend any other member of staff, parent and/or child accessing the nursery.
- Staff are not permitted to be friends with parents on Facebook if their contact is through nursery.
- If any of the above points are not followed then the member of staff involved will face disciplinary action, which could result in dismissal.
- Smartwatches must not be worn in nursery. Anyone wearing a Smartwatch is in risk of disciplinary action

### **Parents and Visitors use of Mobile Phones**

To minimise any allegations being made against parents, we also prohibit the use of mobile phones whilst in nursery or on nursery premises by any parents or visitors. We ask that any parent or visitor with a mobile phone on their person keeps the phone either in a bag or a pocket during times when they

are in attendance at nursery. for a short period for example to collect their children. On other occasions where visitors or parents are attending the nursery for a longer period of time, we ask that mobile phones are kept in their car, or the staff room at nursery. Posters are displayed around the Nursery to help remind parents that the use of mobile phones or other electronic devices is strictly prohibited whilst in the nursery or nursery grounds

## **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:

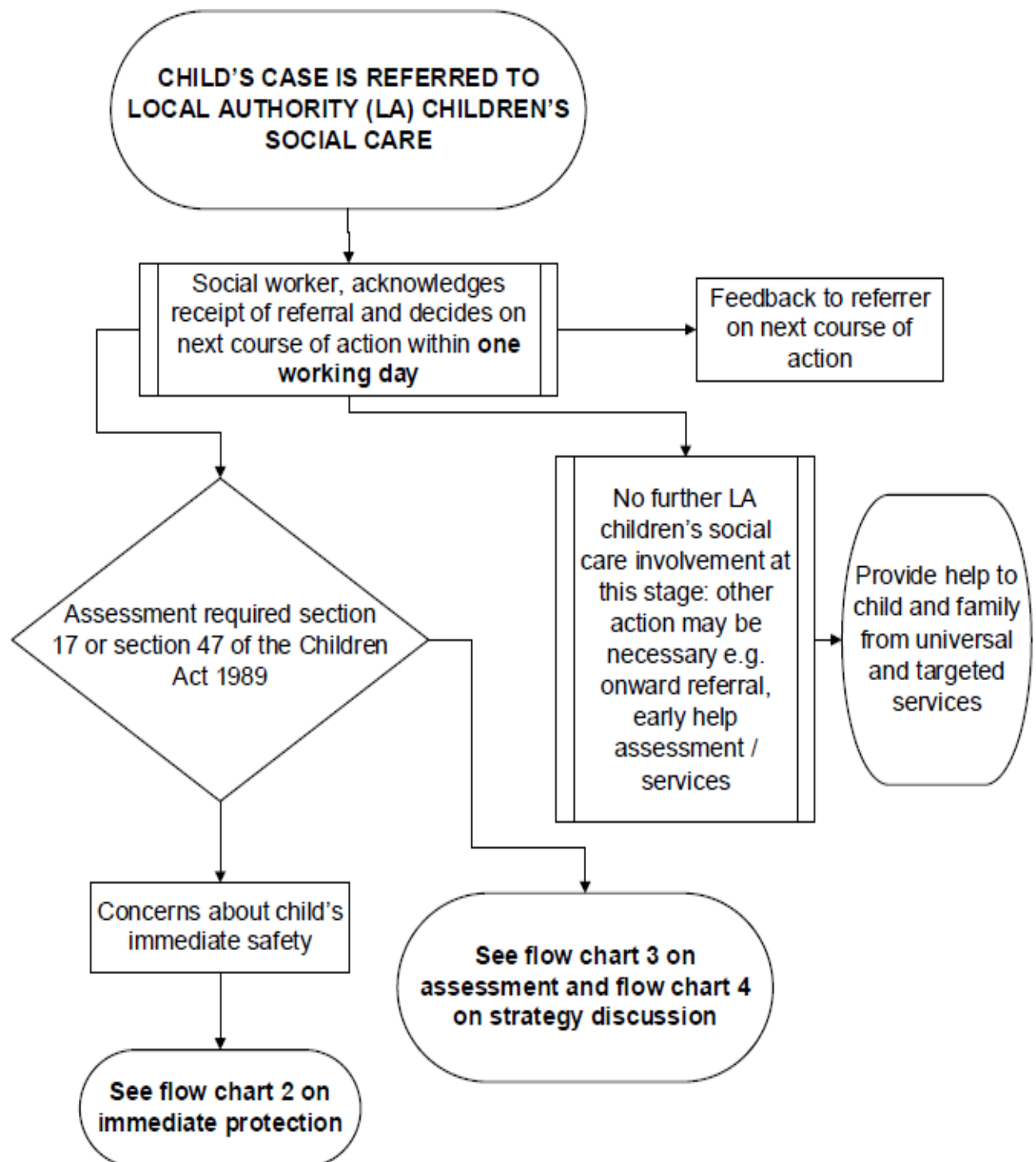
- Ensuring we have appropriate antivirus and anti spyware software on all devices and updating them regularly (these devices are not accessible to the children at any time).
- Using approved devices to record/photograph in the setting
- Reporting emails with inappropriate content to the internet watch foundation (IWF [www.iwf.org.uk](http://www.iwf.org.uk))
- Talking to children about stranger danger and deciding who is a stranger and who is not.

## **Parenta Dayshare System**

Dayshare is an online system to share learning and care diaries with parents/carers and therefore no data is stored on the nursery hard drive. Parents will be granted access through a confidential parenta portal system, this will give them access to their own child's information. Additional consent will be requested asking parents if they consent to their child being included on other children's photographs, for e.g. taking part in group activities. The manager will make constant checks on the system to ensure it is being used appropriately and that no inappropriate information is recorded.

# **Appendix 4 – Referral Procedures for other Local Authorities within South Yorkshire**

**Barnsley – Barnsley Children's Social Care Assessment Team – Tel:  
01226772423**



## Practice Standards Group Referral



### Criteria for Practice Standards Group Appraisal

The Practice Standards Group will conduct an Appraisal where:

- A case or situation is recognised as giving **cause for concern in relation to the ways in which Partner Agencies work together to safeguard children**, but the criteria for a formal Practice Review are not met; or
- **A Child Protection Conference Chair has exercised their power of veto** regarding a majority decision at Case Conference; either maintaining a child on a Plan or discharging a Plan against the majority view; or
- A Case or situation is recognised as **exemplary in relation to the ways in which Partner Agencies work together to safeguard children**.

A Practice Standards Group Appraisal is not for:

- Settling disputes that could be resolved more appropriately elsewhere; or
- Raising concerns about another agency, where it would be appropriate to use internal or cross agency escalation procedures for the [Practice Resolution Protocol: Resolving Professional Differences of Opinion](#); or
- Raising concerns about an individual's practice. You should use your Agency's procedures or refer to the relevant professional body.

### We adopt the Rotherham Family Approach:



**PART 1: Background Information**

Is this a Veto by a Child Protection Conference Chair?	Yes/No
Has this case been subject to the <a href="#">Practice Resolution Protocol</a> , escalation, or challenge within or between organisations or services?	Yes/No


<b><u>Child(ren)'s Name(s)</u></b>		<b><u>DoB(s)</u></b>
<b><u>Carer's Name(s)</u></b>	<b><u>Parental Responsibility?</u></b>	<b><u>DoB(s)</u></b>
<b><u>Address:</u></b>		

**Referrer**

<b><u>Name</u></b>	<b><u>Job Role &amp; Agency</u></b>	<b><u>Contact Information</u></b> (Telephone, email, address)

**Date of Referral:**

**Part 2: Veto by a Child Protection Conference Chair**

<b><u>Date of Conference</u></b>		
Initial		Review <input type="checkbox"/> <i>Insert X</i>
<b><u>Reason for Conference</u></b>		
<b><u>Outcome and Rationale</u></b>		
<b><u>Reason for Veto</u></b>		

**Part 3: A case or situation is recognised as giving cause for concern, or as exemplary in relation to the ways in which Partner Agencies work together to safeguard children**

Cause for Concern	<input type="checkbox"/>	Exemplary Practice	<input type="checkbox"/>	<i>Insert X</i>
<b>Description of circumstances or events giving rise to this Referral</b>				
<b><u>What is your interpretation of the child's view (voice of the child)?</u></b>				

**Agencies and Professionals Involved**

Names	Job Roles & Agencies	Contact Information

### **Purpose of Appraisal**

**What are the issues relating working together to safeguard children in this case?**

**What are the potential areas of learning in this case?**

### **And Finally**

Please submit this Form to the Rotherham Safeguarding Children Partnership at:  
[RSCP@rotherham.gov.uk](mailto:RSCP@rotherham.gov.uk) (this is a secure email address)