

Written statement on Holland Park Pre-Prep and Day Nursery Safeguarding Procedures for Parents/carers, staff and volunteers

This statement clearly sets out staff responsibilities for reporting suspected child abuse or neglect in accordance with Local Safeguarding Children Board procedures and includes contact and telephone numbers for the local police and Family and Children's Services, formerly known as Social Services.

As a registered childcare facility working with children aged 3 months to 8 years we are obliged, by law and under strict government legislature, to disclose information regarding any serious accusations or concerns regards a child's/children's welfare and well-being to the relevant departments concerned with child protection and will fully investigate any information provided to us, according to the nursery's Safeguarding Policies and Procedures, which are always available in the basement office and on our website, but a summary of which is contained within this statement.

We must adhere to such policies to ensure the continued safety of the children within our care at all times, as we have a vested interest, as members of a responsible society, to ensure their future well-being, which MUST at all times be our overriding concern, although, we will work as far as possible within the boundaries of given confidentiality. Our remit is to ensure children's welfare through meeting the remits of The Early Years Foundation Stage guide 2014 and The Every Child Matters: Change for Children programme 2004, which compels professionals in childcare settings to ensure that the children in our care are afforded opportunities to: be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic well-being, through a curriculum delivered in 3 Prime areas; Personal, social and emotional development; Physical development; and Communication and language; and in 4 Specific areas: Maths, Literacy, Understanding the world, and Expressive arts and design. The purpose of formerly drawing up safeguarding procedures is to ensure the meeting of the 'stay safe' element of these recommendations.

Initial action comprises the reporting of any referred or identified incidents of child neglect/abuse or threats from other persons, or possible exposure to radicalisation opposing British values, or confirmed cases of FGM to the Manager, who will then investigate the legitimacy of such reports in collaboration with the staff team. Should any allegations appear to hold merit then we will be obliged to pass this information on to the police and child services, in order that further investigations can be pursued, in an attempt to protect the children in our care. A written statement of information gathered at this stage will be sent to the local authority services within 48 hours of any report having been made.

At all stages of any investigation continued full written statements will be written, about what has been disclosed, identified and witnessed, and this will form part of the body of evidence should further actions be taken in each particular case.

Once the information has been passed to the local authority children's services it is then their responsibility to investigate the allegations and report back to the nursery about the outcome and any actions to be implemented. It is also their responsibility to inform the setting if no further action is to be taken or is necessary.

If the allegations are against a member of HPPS staff or volunteers and involve physical and/or sexual abuse claims, then the member of staff should immediately be placed on suspension pending the outcome of an internal investigation (primarily)

